



## CITY COUNCIL

February 4, 2019

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. Presentation – Hear presentation by MDOT representatives concerning the 2019 US-31 realignment project
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
  - (a) January 21, 2019 regular session City Council meeting minutes
  - (b) Acknowledge receipt of a report concerning certain administrative transactions since January 21, 2019
6. Miscellaneous Public Comments
7. City Manager Updates
8. New Business
  - (a) Adoption of a proposed resolution supporting a grant submittal from the Tip of the Mitt Watershed Council concerning an engineering study for the Lake Street Dam
  - (b) Adoption of a proposed resolution that would adopt the City of Petoskey 2019 Poverty Exemption Policy and Guidelines to be used by the Assessor and Board of Review
  - (c) Authorization to purchase a latest production, heavy-duty utility truck with aerial device for the Electric Department from Altec Industries, Inc., Waterford, through the Mi-Deal State of Michigan Purchase Contract at a cost not to exceed \$203,386
9. City Council Comments
10. Adjournment



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** February 4, 2019

**PREPARED:** January 30, 2019

**AGENDA SUBJECT:** MDOT Presentation – US-31 Realignment Project

**RECOMMENDATION:** That the City Council hear this presentation

---

**Background** MDOT representatives will give a brief presentation regarding the 2019 US-31 realignment project. Please see enclosed maps and information provided by MDOT.

**Action** That City Council hear presentation and ask any relevant questions concerning project.

sb  
Enclosures



## **US-31 Reconstruction**

### **Mitchell St Bridge to Fairview Ave**

In 2019 the Michigan Department of Transportation (MDOT) plans to reconstruct 1.3 miles of US-31 from the Mitchell Street Bridge north to Fairview Avenue. The project is estimated to cost \$11.2 million dollars and will take a full construction season to complete. The project will address condition, operational, and safety concerns within the segment. The improvements also address substantial erosion issues along the old rock quarry through stabilization measures and shifting the alignment of the roadway away from the bluff.

The contract was awarded in December to the low bid contractor team of DJ McQuestion & Sons and J&N Construction, LLC. Work is scheduled to begin February 4<sup>th</sup>, 2019.

The work will include:

- Realignment of a portion of the roadway (from Winter Park Ln to Fairview Ave) 24 feet east
- Retaining wall reconstruction at Bayfront Park
- Realignment of the Lewis Street intersection
- Median Island/pedestrian crossing addition at Sunset Park
- Sidewalk improvements
- Drainage improvements
- Water main and sanitary sewer reconstruction
- Replacement of the MacDonald Drive traffic signal
- Detour route improvements













WINTER PARK

ARLINGTON













# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** February 4, 2019

**PREPARED:** January 31, 2019

**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 January 21, 2019 regular session City Council meetings; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since January 21, 2019 for contract and vendor claims at \$310,369.74, intergovernmental claims at \$0, and the January 24 payroll at \$207,009.21 for a total of \$517,378.95.

sb  
Enclosures





## CITY COUNCIL

January 21, 2019

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, January 21, 2019. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: John Murphy, Mayor  
Kate Marshall, City Councilmember  
Suzanne Shumway, City Councilmember  
Grant Dittmar, City Councilmember  
Lindsey Walker, City Councilmember

Absent: None

Also in attendance were City Manager Robert Straebel, Clerk-Treasurer Alan Terry, City Planner Amy Tweeten and Downtown Director Becky Goodman.

### **Hear Downtown Historic Preservation & Local Historic Districts Presentation**

The City Manager reviewed that in late 2018, City Councilmembers requested an overview presentation on Local Historic Districts and the benefits to a community. Amanda Reintjes, a representative from the Michigan Historic Preservation Network (MHPN), gave a brief presentation on Local Historic Districts and the Certified Local Government Program. Ms. Reintjes reviewed that MHPN is an advocacy group for historic districts; that it is advantageous to keep historic sites in place for a community; that a national registry is honorary and doesn't protect buildings; that it is ideal to preserve heritage of a property; that historic districts protect sense of place and stabilize or increase taxable value; reviewed the process and timeline of implementing a local historic district which would include a Study Committee, State review and conducting a public hearing; reviewed P.A. 169 Enabling Law concerning study committee and then Historic Commission; that a historic district ordinance would be required along with a Historic District Commission; reviewed that commission members can be on other boards and commissions; there are grants available for projects; and noted that new buildings don't have to look old.

City Councilmembers concurred to keep idea moving forward with the Historic District process and referred the matter to the DMB for review in February and brought back to City Council for further discussion at a future meeting.

### **Consent Agenda - Resolution No. 19258**

Following introduction of the consent agenda for this meeting of January 21, 2019, City Councilmember Dittmar moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the January 7, 2019 regular session City Council meeting be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since January 7, for contract and vendor claims at \$2,718,622.92 intergovernmental claims at \$47,278.31, and the January 10 payroll at \$211,153.32, for a total of \$2,977,054.55 be and is hereby acknowledged.



Said resolution was adopted by the following vote:

AYES: Marshall, Shumway, Dittmar, Walker, Murphy (5)

NAYS: None (0)

### **Hear Public Comment**

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

### **Hear City Manager Updates**

The City Manager reviewed that bids for a new Sunset Park stair tower are due in early February and installation will run concurrently with the highway realignment project; that starting February 4 the contractor for the US-31 highway project will be closing the Little Traverse Wheelway from Boyne Country Sports to the Bayfront Tunnel due to retaining wall work on the north side of the highway, adjacent to the Wheelway; that he has been approached by Councilmembers to discuss options for the City to increase its long-term use of renewable energy and suggests that MPPA be involved in the discussions, which Council agreed with; that discussions are ongoing concerning a possible redesign or removal of the Lake Street Dam with a possible grant application for Council's consideration in early February; reviewed comments received at the Parks and Recreation Commission public hearings concerning improvements to Solanus Beach/Bayfront West Park and pickle ball courts at Riverbend Park and that there is opposition to volleyball courts, bathrooms and playground at Bayfront Park West and strong support for the pickle ball courts; reported that the Public Safety Lieutenants collective bargaining agreement is still being approved by the Union and once signed will be brought forward to City Council for consideration; and that there is a joint City Council and Planning Commission meeting at 5:30 P.M., Monday, January 28.

### **Petoskey District Library Board Appointments – Resolution No. 19259-19260**

Mayor Murphy reviewed that City Council consider possible reappointments to the Petoskey District Library Board.

City Councilmember Marshall moved that, seconded by City Councilmember Shumway adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Jodi Adams, 819 East Mitchell Street, to the Petoskey District Library Board for a four-year term ending January 2023.

Said resolution was adopted by the following vote:

AYES: Marshall, Shumway, Dittmar, Walker, Murphy (5)

NAYS: None (0)

City Councilmember Shumway moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Ann Ingles, 1305 Waukazoo Avenue, to the Petoskey District Library Board for a four-year term ending January 2023.

Said resolution was adopted by the following vote:

AYES: Marshall, Shumway, Dittmar, Walker, Murphy (5)

NAYS: None (0)



### **Discuss Marijuana Position**

Councilmember Dittmar requested his letter concerning marijuana and retail businesses within the City addressed to staff and City Council be included in the January 21 Council agenda materials. Councilmember Dittmar reviewed that Petoskey is behind other communities in discussing this matter; that 60 cities have opted-out already, with others in progress; reviewed timing of the State and application process; that a large minority opposed legalizing marijuana which Council should keep in mind to prevent division in the community, to work for what is best; that voters left matter up to governing body to take a position; and requested that this discussion be placed on the next Council agenda.

City Councilmembers inquired that the first step is to receive legal counsel on medical marijuana; discussed medical vs. recreational marijuana; requested additional background information; and that the cities that have opted out is not necessarily because they are opposed.

City Councilmembers concurred to discuss this matter at the February 4 Council meeting.

### **Approve Contracts for Sidewalk Projects – Resolution No. 19261**

The City Manager reviewed that the City's 2019 budget and CIP included \$150,000 within the General Street Fund for two specific sidewalk improvement projects. The first project includes constructing a segment of sidewalk on the south side of Washington Street between Petoskey and Howard Streets completing a much needed connector between Emmet and Howard Streets. The second project reconstructs a portion of the non-motorized path adjacent to Bayfront Drive from approximately Ed White ballfield to just past the waterfall area which involves removing the existing 8 feet in width asphalt path and replaced with a 10 feet in width concrete path to handle traffic in that area.

The City Manager further reviewed that design review for both projects was performed by Beckett and Raeder, Inc., Ann Arbor and Petoskey; that sidewalk layout along with bid documents were prepared by Benchmark Engineering, Inc., Harbor Springs; that three bids were received specific to each project on December 19, 2018; and that in the past the City has worked with Ryan Brothers, Inc., the low bidder for each project.

Mayor Murphy asked for public comments and heard an inquiry why the path was being replaced with concrete when asphalt was already in place. The Public Works Director responded that concrete was being installed for longevity purposes and in conjunction with the State replacing a section as part of the highway construction project.

City Councilmember Marshall moved that, seconded by City Councilmember Dittmar to contract with Ryan Brothers, Inc., Petoskey, for both of the following projects: Washington Street Sidewalk Project in the amount of \$55,777.35 and the Bayfront Park Concrete Trail Project in the amount of \$82,909.95.

Said motion was adopted by the following vote:

AYES: Marshall, Shumway, Dittmar, Walker, Murphy (5)

NAYS: None (0)

### **Approve Motor Pool Vehicle Purchases – Resolution No. 19262**

The Public Works Director reviewed that the City's 2019 budget and CIP allocated \$420,000 within the Motor Pool Fund to purchase and replace certain vehicles and equipment; that for many years, the City routinely made purchases from the State of Michigan Mi-Deal Purchasing Contract; and that Mi-Deal is an extended purchasing program, which allows Michigan local units of government to use State contracts to buy goods and services. The proposed vehicles include a pickup truck for Public Works, a pickup truck for Parks and Recreation and a Pursuit patrol vehicle for Public Safety that make up only a portion of Motor Pool Fund purchases for 2019 and three additional vehicles will be brought forward for approval when final specifications and pricing is established.

The Public Works Director also reported that Pursuit vehicles are rated for high-speed.



City Councilmember Shumway moved that, seconded by City Councilmember Marshall approval of the following:

- Mi-Deal purchase of a latest production mid-size, extended cab, four-wheel-drive, GMC Canyon Pick-up from Todd Wenzel Fleet and Commercial Truck Sales, Westland, at a cost not to exceed \$29,972.50;
- Mi-Deal purchase of a latest production mid-size, extended cab, four-wheel-drive, GMC Canyon Pick-up from Todd Wenzel Fleet and Commercial Truck Sales, Westland, at a cost not to exceed \$29,972.50; and
- Mi-Deal purchase of a latest production Dodge Charger Pursuit patrol vehicle from Galeana's Van Dyke Dodge/Ram Fleet Sales, Warren, at a cost not to exceed \$26,539.75.

Said motion was adopted by the following vote:

AYES: Marshall, Shumway, Dittmar, Walker, Murphy (5)

NAYS: None (0)

**Council Comments**

Mayor Murphy asked for Council comments and City Councilmember Dittmar commented that Solanus Beach is a nice area and would not want to see it over developed. City Councilmember Marshall questioned why the Winter Sports Park Lodge is not opened earlier than 3:00 P.M. during the week and earlier on the weekends. Mayor Murphy shared a letter he received concerning Pennsylvania Park.

There being no further business to come before the City Council, this January 21, 2019, meeting of the City Council adjourned at 8:15 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/17/2019	83316	Englebrecht, Robert	101-257-802.100	3,750.00
01/19	01/23/2019	83328	ACH-CHILD SUPPORT	701-000-230.160	160.23
01/19	01/23/2019	83329	ACH-EFTPS	701-000-230.100	21,447.41
01/19	01/23/2019	83329	ACH-EFTPS	701-000-230.200	12,653.87
01/19	01/23/2019	83329	ACH-EFTPS	701-000-230.200	12,653.87
01/19	01/23/2019	83329	ACH-EFTPS	701-000-230.200	2,959.38
01/19	01/23/2019	83329	ACH-EFTPS	701-000-230.200	2,959.38
01/19	01/23/2019	83330	ACH-ICMA 457	701-000-230.700	2,005.02
01/19	01/23/2019	83330	ACH-ICMA 457	701-000-230.700	5,194.23
01/19	01/23/2019	83331	Aflac	701-000-230.180	588.53
01/19	01/23/2019	83332	AIRGAS USA LLC	661-598-785.000	27.05
01/19	01/23/2019	83332	AIRGAS USA LLC	661-598-785.000	52.36
01/19	01/23/2019	83333	Alliance Entertainment	271-790-761.100	70.00
01/19	01/23/2019	83333	Alliance Entertainment	271-790-761.000	130.97
01/19	01/23/2019	83333	Alliance Entertainment	271-790-761.100	42.50
01/19	01/23/2019	83333	Alliance Entertainment	271-790-761.000	227.48
01/19	01/23/2019	83334	AMERIGAS	582-586-775.000	25.51
01/19	01/23/2019	83334	AMERIGAS	202-464-775.000	46.67
01/19	01/23/2019	83335	AT&T	101-770-850.000	186.15
01/19	01/23/2019	83335	AT&T	592-538-850.000	194.11
01/19	01/23/2019	83336	AT&T LONG DISTANCE	582-588-850.000	30.57
01/19	01/23/2019	83337	BECKETT & RAEDER INC.	204-481-802.000	960.00
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-172-724.000	1,171.68
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-201-724.000	2,067.68
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-208-724.000	516.92
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-215-724.000	344.61
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-268-724.000	51.69
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-345-724.000	12,888.53
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-400-724.000	344.61
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-441-724.000	1,033.84
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-754-724.000	2,119.37
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-756-724.000	1,016.59
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-770-724.000	1,981.54
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-773-724.000	248.12
01/19	01/23/2019	83338	BLUE CARE NETWORK	101-789-724.000	578.95
01/19	01/23/2019	83338	BLUE CARE NETWORK	271-790-724.000	1,860.91
01/19	01/23/2019	83338	BLUE CARE NETWORK	514-587-724.000	344.61
01/19	01/23/2019	83338	BLUE CARE NETWORK	582-588-724.000	4,273.20
01/19	01/23/2019	83338	BLUE CARE NETWORK	592-549-724.000	2,929.21
01/19	01/23/2019	83338	BLUE CARE NETWORK	592-560-724.000	1,033.84
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-201-724.000	3,996.16
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-208-724.000	181.64
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-265-724.000	155.21
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-268-724.000	620.85
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-345-724.000	3,923.50
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-441-724.000	3,487.55
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	101-756-724.000	653.92
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	204-481-724.000	2,688.33
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	271-790-724.000	2,851.98
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	592-549-724.000	1,271.51
01/19	01/23/2019	83339	BLUE CROSS\BLUE SHIELD - MICH.	592-560-724.000	363.29
01/19	01/23/2019	83340	Bobcat of Lansing	661-598-931.000	760.20



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/23/2019	83340	Bobcat of Lansing	661-598-931.000	583.50
01/19	01/23/2019	83341	Bury, Tina	271-790-958.100	238.15
01/19	01/23/2019	83342	CDW GOVERNMENT	101-228-802.000	125.00
01/19	01/23/2019	83343	Center Point Large Print	271-790-760.000	510.48
01/19	01/23/2019	83344	Char-Em United Way	701-000-230.800	91.75
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	111.06
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	209.78
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	223.44
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	233.24
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	228.07
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	224.99
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	184.30
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	440.15
01/19	01/23/2019	83345	Consumers Energy	202-475-920.000	105.91
01/19	01/23/2019	83345	Consumers Energy	592-558-920.000	713.12
01/19	01/23/2019	83345	Consumers Energy	592-538-920.000	4,427.49
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	701-000-230.190	1,900.54
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-172-724.000	19.16
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-201-724.000	44.89
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-208-724.000	21.35
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-215-724.000	21.35
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-265-724.000	4.79
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-268-724.000	11.98
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-345-724.000	523.34
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-400-724.000	9.58
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-441-724.000	29.22
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-754-724.000	5.27
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-756-724.000	18.20
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-770-724.000	32.57
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-773-724.000	2.87
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	101-789-724.000	6.71
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	204-481-724.000	68.43
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	271-790-724.000	88.41
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	514-587-724.000	15.81
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	582-588-724.000	54.13
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	592-549-724.000	59.67
01/19	01/23/2019	83346	Dearborn National Life Insurance Co	592-560-724.000	19.16
01/19	01/23/2019	83347	Decka Digital LLC	101-345-751.000	50.00
01/19	01/23/2019	83347	Decka Digital LLC	101-400-751.000	50.00
01/19	01/23/2019	83348	Demco	271-790-751.000	144.81
01/19	01/23/2019	83349	Derrer Oil Co.	661-598-759.000	2,126.57
01/19	01/23/2019	83350	Dornbos Sign Inc.	203-475-775.000	377.50
01/19	01/23/2019	83350	Dornbos Sign Inc.	202-475-775.000	275.50
01/19	01/23/2019	83351	DTE Energy	101-268-924.000	1,589.35
01/19	01/23/2019	83352	DUBOIS-COOPER ASSOCIATES INC.	592-558-775.000	2,535.00
01/19	01/23/2019	83352	DUBOIS-COOPER ASSOCIATES INC.	592-558-775.000	2,535.00- V
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	514-587-802.000	2,358.75
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	101-268-802.000	841.50
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	271-790-801.000	123.75
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	582-593-802.000	272.25
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	514-587-802.000	1,237.50
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	101-345-802.100	315.00



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/23/2019	83353	DUNKEL EXCAVATING SERVICES INC.	203-479-802.000	253.75
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	101-268-775.000	113.88
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	204-481-751.000	20.25
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	582-593-751.000	20.26
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	582-588-751.000	20.26
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	592-549-751.000	20.26
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	592-560-751.000	20.26
01/19	01/23/2019	83354	DUNN'S BUSINESS SOLUTIONS	661-598-751.000	20.26
01/19	01/23/2019	83355	ENVIRONMENTAL RESOURCE ASSOC.	592-553-802.000	698.35
01/19	01/23/2019	83356	Envisionware Inc.	271-790-986.000	12,316.60
01/19	01/23/2019	83357	FEDEX	592-549-802.000	25.90
01/19	01/23/2019	83358	FISHBECK THOMPSON CARR & HUBER	592-560-802.000	2,496.00
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-345-751.000	17.99
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	383.80
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	7.43
01/19	01/23/2019	83359	GORDON FOOD SERVICE	592-553-775.000	110.15
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	180.93
01/19	01/23/2019	83359	GORDON FOOD SERVICE	592-553-775.000	70.98
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	241.30
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	176.25
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	27.98
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	60.31
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	75.48
01/19	01/23/2019	83359	GORDON FOOD SERVICE	101-770-771.000	19.96
01/19	01/23/2019	83360	GREAT LAKES ENERGY	592-538-920.000	93.30
01/19	01/23/2019	83360	GREAT LAKES ENERGY	592-558-920.000	102.71
01/19	01/23/2019	83360	GREAT LAKES ENERGY	101-345-920.100	569.26
01/19	01/23/2019	83360	GREAT LAKES ENERGY	592-538-920.000	343.97
01/19	01/23/2019	83360	GREAT LAKES ENERGY	592-558-920.000	140.22
01/19	01/23/2019	83361	HUBBELL ROTH & CLARK INC.	592-025-343.000	2,083.28
01/19	01/23/2019	83361	HUBBELL ROTH & CLARK INC.	592-025-343.000	385.00
01/19	01/23/2019	83361	HUBBELL ROTH & CLARK INC.	592-560-802.000	2,141.82
01/19	01/23/2019	83361	HUBBELL ROTH & CLARK INC.	592-549-802.000	1,748.03
01/19	01/23/2019	83361	HUBBELL ROTH & CLARK INC.	592-549-802.000	784.60
01/19	01/23/2019	83361	HUBBELL ROTH & CLARK INC.	592-560-802.000	785.40
01/19	01/23/2019	83362	HYDE SERVICES LLC	661-598-932.000	57.65
01/19	01/23/2019	83362	HYDE SERVICES LLC	661-598-931.000	72.51
01/19	01/23/2019	83363	ICMA-ROTH	701-000-230.900	435.00
01/19	01/23/2019	83364	Integrity Business Solutions	514-587-775.000	54.26
01/19	01/23/2019	83365	Kanopy Inc	271-790-762.000	2,000.00
01/19	01/23/2019	83366	KRING CHEVROLET CADILLAC, DAVE	661-598-932.000	461.38
01/19	01/23/2019	83366	KRING CHEVROLET CADILLAC, DAVE	661-598-932.000	49.35
01/19	01/23/2019	83366	KRING CHEVROLET CADILLAC, DAVE	661-598-932.000	589.65
01/19	01/23/2019	83366	KRING CHEVROLET CADILLAC, DAVE	661-598-932.000	1,585.91
01/19	01/23/2019	83367	MAGLOCLIN	101-345-915.000	400.00
01/19	01/23/2019	83368	MANGO LANGUAGES	271-790-762.100	1,474.11
01/19	01/23/2019	83369	McLean & Eakin Booksellers	271-790-760.400	182.00
01/19	01/23/2019	83370	MEAD & HUNT	592-556-802.000	100.00
01/19	01/23/2019	83371	Meyer Ace Hardware	271-790-752.000	16.19
01/19	01/23/2019	83371	Meyer Ace Hardware	101-268-775.000	16.19
01/19	01/23/2019	83371	Meyer Ace Hardware	271-790-752.000	16.52
01/19	01/23/2019	83371	Meyer Ace Hardware	101-770-775.000	29.69



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/23/2019	83371	Meyer Ace Hardware	592-554-775.000	4.49
01/19	01/23/2019	83371	Meyer Ace Hardware	592-542-775.000	50.53
01/19	01/23/2019	83371	Meyer Ace Hardware	101-268-775.000	3.05
01/19	01/23/2019	83371	Meyer Ace Hardware	101-754-775.000	9.32
01/19	01/23/2019	83371	Meyer Ace Hardware	101-770-775.000	34.33
01/19	01/23/2019	83371	Meyer Ace Hardware	101-268-775.000	26.97
01/19	01/23/2019	83371	Meyer Ace Hardware	101-268-775.000	3.05
01/19	01/23/2019	83371	Meyer Ace Hardware	582-593-785.000	54.87
01/19	01/23/2019	83371	Meyer Ace Hardware	101-268-775.000	13.48
01/19	01/23/2019	83371	Meyer Ace Hardware	101-756-808.030	.75
01/19	01/23/2019	83371	Meyer Ace Hardware	101-345-775.000	23.31
01/19	01/23/2019	83371	Meyer Ace Hardware	271-790-752.000	12.99
01/19	01/23/2019	83371	Meyer Ace Hardware	101-268-775.000	10.79
01/19	01/23/2019	83372	Michigan Officeways Inc.	271-790-964.000	51.17
01/19	01/23/2019	83373	MICHIGAN WATER ENVIRONMENT ASSOC.	592-560-915.000	75.00
01/19	01/23/2019	83373	MICHIGAN WATER ENVIRONMENT ASSOC.	592-560-915.000	75.00
01/19	01/23/2019	83373	MICHIGAN WATER ENVIRONMENT ASSOC.	592-560-915.000	75.00
01/19	01/23/2019	83374	mParks	101-756-915.000	635.00
01/19	01/23/2019	83374	mParks	101-756-915.000	855.00
01/19	01/23/2019	83375	NORTH CENTRAL LABORATORIES	592-553-775.000	2,510.86
01/19	01/23/2019	83376	North Country IT	271-790-931.000	386.00
01/19	01/23/2019	83377	Northland Self Storage LLC	514-587-802.200	1,380.00
01/19	01/23/2019	83378	On Duty Gear LLC	101-345-775.000	353.91
01/19	01/23/2019	83379	PELCO	701-000-230.910	480.00
01/19	01/23/2019	83380	Penguin Random House	271-790-761.000	37.50
01/19	01/23/2019	83380	Penguin Random House	271-790-761.000	33.75
01/19	01/23/2019	83381	PERFORMANCE PAINTING	592-554-802.000	3,188.00
01/19	01/23/2019	83382	Petoskey Urgent Care	204-481-802.000	45.75
01/19	01/23/2019	83382	Petoskey Urgent Care	582-588-802.000	45.75
01/19	01/23/2019	83382	Petoskey Urgent Care	592-549-802.000	45.75
01/19	01/23/2019	83382	Petoskey Urgent Care	592-560-802.000	45.75
01/19	01/23/2019	83383	PROCLEAN NORTH	582-593-930.000	1,197.00
01/19	01/23/2019	83384	Pro-Vision Video Systems	101-345-775.000	45.00
01/19	01/23/2019	83385	Revize LLC	101-228-802.000	3,400.00
01/19	01/23/2019	83386	SKILLPATH SEMINARS	101-345-912.000	199.00
01/19	01/23/2019	83387	Solutions Electric Inc.	204-481-802.000	848.67
01/19	01/23/2019	83387	Solutions Electric Inc.	592-558-802.000	340.05
01/19	01/23/2019	83388	Spanky's Powersports	661-598-931.000	236.95
01/19	01/23/2019	83389	Spok	592-549-850.000	6.95
01/19	01/23/2019	83390	Team Elmers	592-020-342.000	51,515.80
01/19	01/23/2019	83391	Tetra Tech Inc	592-551-801.000	460.00
01/19	01/23/2019	83392	Trace Analytical Laboratories LLC	592-553-802.000	426.40
01/19	01/23/2019	83393	Valley City Linen	271-790-752.000	16.95
01/19	01/23/2019	83393	Valley City Linen	271-790-752.000	25.00
01/19	01/23/2019	83393	Valley City Linen	271-790-752.000	25.00
01/19	01/23/2019	83393	Valley City Linen	271-790-752.000	25.00
01/19	01/23/2019	83394	VOSS LIGHTING	582-590-775.000	326.00
01/19	01/23/2019	83395	Windemuller	592-555-802.000	249.10
01/19	01/23/2019	83395	Windemuller	592-555-802.000	576.00
01/19	01/23/2019	83396	Spectrum Business	582-588-850.000	79.90
01/19	01/23/2019	83396	Spectrum Business	582-588-850.000	79.99
01/19	01/23/2019	83396	Spectrum Business	582-588-850.000	.09



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/30/2019	83417	AMAZON CREDIT PLAN	271-790-751.000	48.74
01/19	01/30/2019	83417	AMAZON CREDIT PLAN	271-790-880.000	79.72
01/19	01/30/2019	83417	AMAZON CREDIT PLAN	271-790-958.000	16.75
01/19	01/30/2019	83418	Armorskids, LLC	661-598-931.000	939.95
01/19	01/30/2019	83419	Atchison Paper & Supply	271-790-751.000	47.27
01/19	01/30/2019	83420	Ballard's Plumbing & Heating	101-770-802.000	90.00
01/19	01/30/2019	83421	BEAVER RESEARCH COMPANY	661-598-785.000	152.32
01/19	01/30/2019	83422	Burt Lake Marina	101-770-775.000	148.49
01/19	01/30/2019	83422	Burt Lake Marina	661-020-142.000	278.98
01/19	01/30/2019	83422	Burt Lake Marina	661-598-932.000	98.99
01/19	01/30/2019	83422	Burt Lake Marina	101-770-775.000	.42-
01/19	01/30/2019	83423	Center Point Large Print	271-790-760.000	107.68
01/19	01/30/2019	83424	Cintas Corp #729	582-593-802.000	29.77
01/19	01/30/2019	83424	Cintas Corp #729	204-481-767.000	55.14
01/19	01/30/2019	83424	Cintas Corp #729	582-588-767.000	55.37
01/19	01/30/2019	83424	Cintas Corp #729	592-560-767.000	28.40
01/19	01/30/2019	83424	Cintas Corp #729	592-549-767.000	28.40
01/19	01/30/2019	83424	Cintas Corp #729	101-268-802.000	14.79
01/19	01/30/2019	83424	Cintas Corp #729	592-554-802.000	43.28
01/19	01/30/2019	83424	Cintas Corp #729	204-481-767.000	54.52
01/19	01/30/2019	83424	Cintas Corp #729	582-588-767.000	45.94
01/19	01/30/2019	83424	Cintas Corp #729	592-549-767.000	28.09
01/19	01/30/2019	83424	Cintas Corp #729	592-560-767.000	28.09
01/19	01/30/2019	83425	Dell Marketing L.P.	582-593-785.000	2,917.93
01/19	01/30/2019	83426	DELTA DENTAL	701-000-230.110	1,406.38
01/19	01/30/2019	83426	DELTA DENTAL	101-172-724.000	49.38
01/19	01/30/2019	83426	DELTA DENTAL	101-201-724.000	237.08
01/19	01/30/2019	83426	DELTA DENTAL	101-208-724.000	50.80
01/19	01/30/2019	83426	DELTA DENTAL	101-215-724.000	1.02
01/19	01/30/2019	83426	DELTA DENTAL	101-265-724.000	23.52
01/19	01/30/2019	83426	DELTA DENTAL	101-268-724.000	47.29
01/19	01/30/2019	83426	DELTA DENTAL	101-345-724.000	857.89
01/19	01/30/2019	83426	DELTA DENTAL	101-400-724.000	19.20
01/19	01/30/2019	83426	DELTA DENTAL	101-441-724.000	231.00
01/19	01/30/2019	83426	DELTA DENTAL	101-754-724.000	24.59
01/19	01/30/2019	83426	DELTA DENTAL	101-756-724.000	85.77
01/19	01/30/2019	83426	DELTA DENTAL	101-770-724.000	116.21
01/19	01/30/2019	83426	DELTA DENTAL	101-773-724.000	10.57
01/19	01/30/2019	83426	DELTA DENTAL	101-789-724.000	24.67
01/19	01/30/2019	83426	DELTA DENTAL	204-481-724.000	170.17
01/19	01/30/2019	83426	DELTA DENTAL	271-790-724.000	264.45
01/19	01/30/2019	83426	DELTA DENTAL	514-587-724.000	17.45
01/19	01/30/2019	83426	DELTA DENTAL	582-588-724.000	217.08
01/19	01/30/2019	83426	DELTA DENTAL	592-549-724.000	220.19
01/19	01/30/2019	83426	DELTA DENTAL	592-560-724.000	74.12
01/19	01/30/2019	83427	Derrer Oil Co.	661-598-759.000	2,563.40
01/19	01/30/2019	83428	Detroit Free Press	271-790-760.400	341.03
01/19	01/30/2019	83429	DTE Energy	592-538-920.000	70.31
01/19	01/30/2019	83429	DTE Energy	101-265-924.000	767.53
01/19	01/30/2019	83429	DTE Energy	582-593-924.000	1,698.03
01/19	01/30/2019	83429	DTE Energy	101-773-924.000	32.81
01/19	01/30/2019	83429	DTE Energy	101-265-924.000	277.51

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/30/2019	83429	DTE Energy	592-538-920.000	114.81
01/19	01/30/2019	83429	DTE Energy	271-790-924.000	992.67
01/19	01/30/2019	83429	DTE Energy	101-770-924.000	340.43
01/19	01/30/2019	83429	DTE Energy	514-587-802.100	175.18
01/19	01/30/2019	83429	DTE Energy	592-538-920.000	199.34
01/19	01/30/2019	83429	DTE Energy	101-345-920.000	1,211.82
01/19	01/30/2019	83429	DTE Energy	592-551-920.000	3,271.72
01/19	01/30/2019	83429	DTE Energy	592-551-920.000	3,260.93
01/19	01/30/2019	83429	DTE Energy	271-790-924.000	359.77
01/19	01/30/2019	83429	DTE Energy	592-555-920.000	36.65
01/19	01/30/2019	83429	DTE Energy	592-538-920.000	72.21
01/19	01/30/2019	83429	DTE Energy	101-345-920.100	1,228.33
01/19	01/30/2019	83429	DTE Energy	592-558-920.000	32.81
01/19	01/30/2019	83430	DUBOIS-COOPER ASSOCIATES INC.	592-558-775.000	2,535.00
01/19	01/30/2019	83431	FASTENAL COMPANY	661-598-785.000	14.11
01/19	01/30/2019	83431	FASTENAL COMPANY	202-475-775.000	8.77
01/19	01/30/2019	83431	FASTENAL COMPANY	203-475-775.000	8.77
01/19	01/30/2019	83431	FASTENAL COMPANY	582-590-775.000	10.17
01/19	01/30/2019	83431	FASTENAL COMPANY	202-475-775.000	8.10
01/19	01/30/2019	83431	FASTENAL COMPANY	203-475-775.000	8.07
01/19	01/30/2019	83431	FASTENAL COMPANY	202-475-775.000	10.20
01/19	01/30/2019	83431	FASTENAL COMPANY	203-475-775.000	10.20
01/19	01/30/2019	83432	FIVE STAR SCREEN PRINTING PLUS	101-770-767.000	24.00
01/19	01/30/2019	83432	FIVE STAR SCREEN PRINTING PLUS	101-770-767.000	325.00
01/19	01/30/2019	83432	FIVE STAR SCREEN PRINTING PLUS	101-770-767.000	125.00
01/19	01/30/2019	83433	Fredrickson Supply LLC	661-598-932.000	164.14
01/19	01/30/2019	83433	Fredrickson Supply LLC	661-598-932.000	906.04
01/19	01/30/2019	83434	Gale/Cengage Learning	271-790-760.000	193.53
01/19	01/30/2019	83434	Gale/Cengage Learning	271-790-760.000	26.39
01/19	01/30/2019	83435	GINOP SALES INC.	661-598-931.000	183.24
01/19	01/30/2019	83435	GINOP SALES INC.	661-598-931.000	341.52
01/19	01/30/2019	83436	Great Lakes Pipe & Supply	592-551-775.000	8.48-
01/19	01/30/2019	83436	Great Lakes Pipe & Supply	101-345-775.000	7.85
01/19	01/30/2019	83436	Great Lakes Pipe & Supply	101-770-775.000	116.74
01/19	01/30/2019	83436	Great Lakes Pipe & Supply	101-770-775.000	47.76
01/19	01/30/2019	83436	Great Lakes Pipe & Supply	101-770-934.000	53.48
01/19	01/30/2019	83437	GRP ENGINEERING INC.	101-789-970.000	1,000.00
01/19	01/30/2019	83437	GRP ENGINEERING INC.	101-789-970.000	500.00
01/19	01/30/2019	83438	Haviland Products Company	592-540-783.000	2,743.92
01/19	01/30/2019	83439	International Academy of Public Safety	101-345-912.000	5,400.00
01/19	01/30/2019	83440	K & J Septic Service LLC	592-555-802.000	400.00
01/19	01/30/2019	83440	K & J Septic Service LLC	101-265-970.000	435.00
01/19	01/30/2019	83441	MARCHINKEWICZ, KEVIN	204-481-802.000	123.00
01/19	01/30/2019	83442	Michigan AgriBusiness Solutions	592-551-806.000	816.02
01/19	01/30/2019	83443	Michigan Library Association	271-790-912.000	270.00
01/19	01/30/2019	83444	Michigan Officeways Inc.	271-790-751.000	62.48
01/19	01/30/2019	83445	Midwest Arborist Supplies	101-770-775.000	203.40
01/19	01/30/2019	83446	Northern Tool & Equipment	101-770-775.000	39.99
01/19	01/30/2019	83447	OTIS ELEVATOR COMPANY	101-268-802.000	3,176.96
01/19	01/30/2019	83448	Overdrive Inc.	271-790-762.000	4,000.00
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-586-775.000	87.53
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-586-775.000	190.00



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-010-111.000	190.00
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-593-785.000	500.00
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-010-111.000	105.70
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-593-785.000	567.14
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-586-775.000	294.00
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-010-111.000	362.40
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-593-785.000	74.50
01/19	01/30/2019	83449	POWER LINE SUPPLY	582-010-111.000	244.72
01/19	01/30/2019	83450	Reliable Racing Supply Inc.	101-770-767.000	85.77
01/19	01/30/2019	83451	Solutions Electric Inc.	592-558-802.000	594.50
01/19	01/30/2019	83451	Solutions Electric Inc.	101-770-802.000	234.50
01/19	01/30/2019	83452	Spectrum Business	592-560-850.000	35.07
01/19	01/30/2019	83453	Teledyne Instruments Inc.	592-554-802.000	230.00
01/19	01/30/2019	83454	TRAVERSE REPRODUCTION	204-481-751.000	37.50
01/19	01/30/2019	83454	TRAVERSE REPRODUCTION	582-593-751.000	37.50
01/19	01/30/2019	83454	TRAVERSE REPRODUCTION	582-588-751.000	37.50
01/19	01/30/2019	83454	TRAVERSE REPRODUCTION	592-549-751.000	37.50
01/19	01/30/2019	83454	TRAVERSE REPRODUCTION	592-560-751.000	37.50
01/19	01/30/2019	83454	TRAVERSE REPRODUCTION	661-598-751.000	37.50
01/19	01/30/2019	83455	Trophy Case, The	101-770-934.000	72.00
01/19	01/30/2019	83456	VSP	101-172-724.000	27.11
01/19	01/30/2019	83456	VSP	101-201-724.000	109.54
01/19	01/30/2019	83456	VSP	101-208-724.000	20.05
01/19	01/30/2019	83456	VSP	101-215-724.000	40.09
01/19	01/30/2019	83456	VSP	101-265-724.000	12.09
01/19	01/30/2019	83456	VSP	101-268-724.000	26.45
01/19	01/30/2019	83456	VSP	101-345-724.000	452.28
01/19	01/30/2019	83456	VSP	101-400-724.000	10.73
01/19	01/30/2019	83456	VSP	101-441-724.000	116.21
01/19	01/30/2019	83456	VSP	101-754-724.000	10.42
01/19	01/30/2019	83456	VSP	101-756-724.000	47.13
01/19	01/30/2019	83456	VSP	101-770-724.000	58.17
01/19	01/30/2019	83456	VSP	101-773-724.000	4.92
01/19	01/30/2019	83456	VSP	101-789-724.000	11.46
01/19	01/30/2019	83456	VSP	204-481-724.000	67.20
01/19	01/30/2019	83456	VSP	271-790-724.000	145.13
01/19	01/30/2019	83456	VSP	514-587-724.000	10.73
01/19	01/30/2019	83456	VSP	582-588-724.000	125.92
01/19	01/30/2019	83456	VSP	592-549-724.000	118.85
01/19	01/30/2019	83456	VSP	592-560-724.000	40.09
01/19	01/30/2019	83457	Weber Industries Inc.	592-537-775.000	1,936.79
01/19	01/30/2019	83458	Meyer Ace Hardware	101-770-775.000	19.57
01/19	01/30/2019	83458	Meyer Ace Hardware	101-770-775.000	6.83
Grand Totals:					306,566.54

## Report Criteria:

Check.Date = 01/17/2019-01/30/2019

Check Number	Date	Name	GL Account	Amount
83317	01/23/2019	Bonislawski, Marrison	582040285000	78.80
83318	01/23/2019	Corelogic Centralized Refunds	701040274000	397.53
83319	01/23/2019	Hausler, Rick	582081642300	25.42
83320	01/23/2019	LaPlante, Ryan J	582040285000	21.89
83321	01/23/2019	Lereta	701-040-274.000	288.85
83321	01/23/2019	Lereta	701-040-274.000	1,028.36
83322	01/23/2019	Lyons, Christy	101756808100	75.00
83323	01/23/2019	Olson, Jeffrey	701040274000	27.18
83324	01/23/2019	Pappin, Mark	582081642300	63.45
83324	01/23/2019	Pappin, Mark	582081642300	63.45-
83325	01/23/2019	Slater, Christi	101756808100	146.00
83326	01/23/2019	Whitmore, Ross	582040285000	2.94
83327	01/23/2019	Wilson, Dan	582040285000	36.89
83397	01/30/2019	Beattie, Gregory	582588803000	50.00
83398	01/30/2019	Black, Jason	101756808100	28.00
83399	01/30/2019	Corpe, Deborah	582588803000	100.00
83400	01/30/2019	Dickmann, Donald	582588803000	300.00
83401	01/30/2019	Faulkner, Dave	582081642300	43.64
83402	01/30/2019	Fettis, Lindsey	101087654000	200.00
83403	01/30/2019	Fierstien, Adam	582040285000	35.85
83404	01/30/2019	Foster, Nichole	101087654000	50.00
83405	01/30/2019	Hutchinson, Kurt	101756808100	73.00
83406	01/30/2019	Kranig, Becky	101756808100	73.00
83407	01/30/2019	Lacount, M.J.L.	582588803000	50.00
83408	01/30/2019	Mccreight, Kathy	582588803000	20.00
83409	01/30/2019	McMullen, Amy	582588803000	50.00
83410	01/30/2019	Nelson, Joshua	582588803000	50.00
83411	01/30/2019	Ohuafi, Heather	582081642300	2.19
83412	01/30/2019	Petrowski, Gwen	582081642300	188.31
83413	01/30/2019	Post, Mary	582588803000	165.00
83414	01/30/2019	Rasmussen, Dan	582588803000	15.00
83415	01/30/2019	Simmonds, Eric	101756808100	150.00
83416	01/30/2019	Wadleigh, Becky	582588803000	30.35
Grand Totals:				3,803.20





# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** February 4, 2019

**PREPARED:** January 28, 2019

**AGENDA SUBJECT:** Resolution Supporting a Grant Submittal by Tip of the Mitt Watershed Council

**RECOMMENDATION:** That the City Council adopt this proposed resolution

---

**Summary** In 2018, the City initiated an inspection report on the Lake Street Dam. The report, based on visual observations by a Professional Engineer, indicated the overall condition was fair. See enclosed report. While there doesn't appear to be any apparent visual structural deficiencies leading to immediate failure of the dam, the report did summarize recommendations that included investing in infrastructure repair or replacement.

The Tip of the Mitt Watershed Council has the ability to apply for grant funding through the Great Lakes Fishery Trust Habitat Protection and Restoration Program, on behalf of the City, to assist with the cost of an engineering alternatives study. See enclosed grant application. The study will consider stream impacts as a result of the following scenarios: full removal, partial removal, modification of the structure, and maintaining the structure as is. The overall project cost, which includes project coordination, the engineering study, community outreach efforts, and water quality monitoring, is estimated at \$66,000. It is recommended that the City commit approximately 25% of the project costs (\$16,500).

Staff has met with fisheries biologists of the Little Traverse Bay Bands of Odawa Indians who agree with the City's direction. There are many biological, environmental and fish habitat benefits associated with Lake Street dam improvements.

**Action** City Council is being asked to consider a resolution supporting the grant submittal from the Tip of the Mitt Watershed Council for Lake Street Dam engineering study and to authorize financial support in the amount of \$16,500 if awarded.

kk  
Enclsoures



# City of Petoskey

## Resolution

WHEREAS, the City of Petoskey supports the Tip of the Mitt Watershed Council in submitting a grant through the Great Lakes Fishery Trust Habitat Protection and Restoration Program that would fund an engineering study of the Lake Street Dam and surrounding watershed; and

WHEREAS, the City of Petoskey has support from the Department of Natural Resources (DNR), Department of Environmental Quality (DEQ), Little Traverse Band of Odawa Indians and Tip of the Mitt Watershed Council to investigate options that could include full removal, partial removal, modification, and maintaining the structure as is; and

WHEREAS, the City of Petoskey will commit up to 25% or \$16,500, whichever is less, as supporting funds if awarded the grant:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council hereby endorses the submission by the Tip of the Mitt Watershed Council and requests the Great Lakes Fishery Trust Habitat Protection and Restoration Program provide funding for this project.

State of Michigan }  
County of Emmet } SS  
City of Petoskey }

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Petoskey in regular session assembled on the 4<sup>th</sup> day of February, 2019, and of the whole thereof.

In witness where of, I have here unto set my hand and affirmed the corporate seal of said City this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

---

Alan Terry, City Clerk





## **Ecosystem Health and Sustainable Fish Populations: Habitat Protection and Restoration: Targeted Land and Capital Efforts**

*2019 Application Guidance*



The Great Lakes Fishery Trust (GLFT) invites proposals for projects through its Habitat Protection and Restoration focus area. This request for proposal (RFP) process will be used for the disbursement of up to \$400,000 in 2019.

### **PROGRAM GOAL AND OBJECTIVE**

The goal of the Great Lakes Fishery Trust Habitat Protection and Restoration grant category is to preserve essential habitat; protect, restore, and stabilize important fish habitats; and increase habitat availability. The GLFT pursues these efforts through direct investment in specific places with degraded or vulnerable habitat, as well as through collaborative efforts to develop next-generation systems for classifying and documenting the status of fish habitat in the Great Lakes. Funding is distributed through a combination of funder-directed and competitive grants. In this RFP, targeted land and capital efforts including barrier removal projects, and field inventories that comprehensively identify barriers at the watershed scale, are emphasized.

Land acquisition, dam removal, fish passage, and other capital projects are highly resource intensive and, as a leading strategy, would quickly exhaust the resources of the GLFT. Therefore, the GLFT limits its direct investment in these projects to situations where the habitat opportunity is prime, other funders are contributing, long-term management is assured, and the proposed acquisition or restoration project has the strongest community support and interest.

### ***Target Land and Capital Efforts (Including Barrier Removal Projects)*** ***Program Priorities***

This grant program emphasizes on-the-ground, tangible projects to protect or restore habitat, and associated efforts that will support these activities. The GLFT prefers to support projects that offer an increase in long-term, sustainable, natural reproduction for species now supported by hatchery production. Project benefits should be targeted toward salmonids and nonsalmonid predator game species. Projects that offer secondary benefits—for example, improved sea lamprey management

or protection of state-listed threatened or endangered species—may be supported at a greater funding level.

Supported efforts may include:

- Protection, enhancement, and/or restoration of valuable Great Lakes fisheries habitat that supports the rehabilitation of lake trout, lake sturgeon, or other important Great Lakes fish populations.
- Restoration of Great Lakes wetlands.
- Removal of dams or barriers to restore fish passage (see *Policy on Fish Passage and Other Dam Management Projects*).
- Field inventories that comprehensively identify road-stream crossings and other barriers at the watershed scale for watersheds identified as a high priority in planning or other management documents. Inventory methods should follow the [Great Lakes Road Stream Crossing Inventory Protocol](#) and use the standardized [Stream Crossing Data Sheet](#) to ensure that information is collected consistently among watersheds.
- Targeted evaluations of the effectiveness of new or experimental approaches in habitat restoration and fish passage.
- Targeted acquisition of land or easements to protect essential habitat.

In order to be considered for funding fee simple acquisitions/leases/easements or similar land-control costs, a project shall demonstrate, at a minimum, that it conforms with the GLFT's *Policy on Land Acquisition* and that the proposed land purchase cost is an essential component in support of one of the activities described above.

## SUBMISSION AND AWARD DATES

Applications are due by Friday, **February 22, 2019**, at 5:00 PM EST. Funding decisions will be made by the GLFT's Board of Trustees on Tuesday, May 14, 2019. Applicants will be notified of funding decisions by Friday, May 31, 2019. Grant awards will be available to successful applicants upon formal action by the board.

Applications must be submitted through the GLFT website ([www.glt.org](http://www.glt.org)). The web-based application system will prompt you with questions and instructions to guide you through the application process.

To begin, visit the [Apply Now](#) page on our website (<https://www.glt.org/grants/apply-now>) where you will find application guidance documents and other useful information to help you with the process.

Grant opportunities for which the GLFT is accepting applications can be viewed by clicking the "Browse Our Active Grant Opportunities" button, which will direct you to a page with online applications. Click on the title of the grant opportunity in which you are interested and follow the instructions to apply.

You will be required to create a user account to submit an application. You will be asked for an e-mail address and password. If you do not know your password, click on "Forgot Your Password" and instructions to change your password will be sent to your e-mail address.

If you do not have a user account in our system, click on "Create an Account" and follow the instructions provided. You may then proceed to the grant application.



To return to an online application you have already begun, click on the “Dashboard” button, which will appear in the upper right corner of the page after you log in. The Dashboard page will provide access to your applications and/or active projects.

If you have previously submitted a grant application to the GLFT, you may already have a user account based on your e-mail address. If you are unable to sign up for an account using your e-mail address, this may be because you already have an account. If you experience this problem, you may reset your password by clicking the “Forgot Your Password” link.

If you need assistance to set up your account, please contact GLFT staff.

**When completing the online application:**

- Remember to save your work often
- When uploading a document, click “Save” to complete the file transfer
- You may leave your work and return at a later time to complete the application
- Make sure that your answers to each question are within the text field limits
- Check each field before it is submitted
- Be sure to answer all of the required questions
- The system will not allow an application to be submitted if a *required* question is not answered
- No changes can be made to the application once it is submitted (if an error was made, contact GLFT staff)

Applicants are encouraged to log in to the site and review the application well in advance of the submission deadline.

## **APPLICATION ASSISTANCE**

If you have questions about a proposed project and whether it fits within the GLFT’s Habitat Protection and Restoration grant category goals, or if you have technical questions about submitting your application, please contact Jonathon Beard at (517) 371-7468 or [jbeard@glft.org](mailto:jbeard@glft.org).

## **APPLICANT ELIGIBILITY**

Organizations that are eligible to apply for GLFT grants include nonprofit organizations with a 501(c)(3) designation from the IRS (or nongovernmental organizations that hold charitable status in their country), as well as educational and governmental (including tribal) organizations.

## **APPLICATION REQUIREMENTS**

You will be asked to submit the following information:

### ***Applicant Information and History***

Supply information about the applicant, including the name and e-mail address of the project manager, and the history of the organization’s grant applications to the GLFT (if applicable), whether or not the organization has previously applied to the GLFT, whether the organization has previously received funding from the GLFT, and whether the organization has previously proposed this project to the GLFT.

## Grant Request

Supply information about this grant proposal, including the project area, project zip code, funding amount requested from the GLFT (as well as available matching funds), and the project start and end dates.

## Project Summary

Briefly explain what the project proposes to accomplish using terminology that would be appropriate to include on the GLFT website or in a press release to communicate project goals to a general audience. (Limit your response to 75 words.)

## Project Description

Briefly describe the project, including the following items (applicants are encouraged to reference the GLFT *Policy on Habitat Protection and Restoration Proposals* while completing this section of the application):

1. **Project Goal(s).** Explain the goal(s) of the project and how this goal relates to the overall GLFT mission to provide funding to enhance, protect, and rehabilitate Great Lakes fishery resources. (Limit your response to 800 words.)
2. **Geographic Focus Area.** Explain the geographic impact area of the project. Identify the areas of habitat improvement, including potential new access to tributary segments, spawning, and nursery areas. Provide a map that identifies the barrier/project location. Due to limited funding, the GLFT will only consider project sites located:
  - (a) Within the Lake Michigan basin
  - (b) In the state of Michigan within other Great Lakes basins (e.g., the Michigan shore of Lakes Erie, Huron, and Superior)Priority will be given to projects focusing on Lake Michigan. (Limit your response to 250 words.)
3. **Benefiting Species.** Describe the species that will benefit. Project benefits should target Great Lakes salmonids and nonsalmonid predator game species. Projects that offer secondary benefits (e.g., improved sea lamprey management or protection of state-listed threatened or endangered species) are encouraged. The GLFT also will consider projects that facilitate rehabilitation of a Great Lakes fish species, such as lake sturgeon, that has been targeted by the GLFT for rehabilitation. In addition, the GLFT prefers to support projects that offer an increase in long-term, sustainable, natural reproduction for species now supported by hatchery production. (Limit your response to 250 words.)
4. **Habitat Benefits.** Describe the benefits to the Great Lakes fisheries habitat, including physical and chemical improvements associated with the project. To the extent possible, include information about the system in which the proposed project would occur, such as river flow, depth, width, and current physical and chemical conditions. (Limit your response to 300 words.)
5. **Relationship to Management Plans.** Identify the watershed plan, river assessment, and accompanying management plan, or comparable management plan in place, which support the current project request. (Limit your response to 300 words.)
  - a. Describe how the project is consistent with the plan's management objectives.

- b. For fish passage projects, describe how the project is consistent with sea lamprey control plans and policies of the Great Lakes Fishery Commission and other invasive species management plans.
6. ***Relationship to Ongoing Activities.*** Provide information demonstrating that the proposed project will not duplicate ongoing activities in the region or activities funded by alternative sources. Projects that build upon or advance existing work or provide new approaches for addressing persistent issues are encouraged. If the project is closely tied to ongoing work, explain how coordination will occur. (Limit your response to 300 words.)
7. ***Partnerships and Collaboration.*** List collaborating individuals and/or organizations, if any, and describe how they have been/will be involved in the project. Priority will be given to projects that involve strong support and collaboration of individuals and/or organizations. (Limit your response to 300 words.)
8. ***Communicating Results.*** Identify key/target audiences and describe plans for disseminating the results of the project to those audiences. Priority will be given to projects that include a sound plan for reaching key audiences with information about the outcomes of the project. (Limit your response to 250 words.)
9. ***Evaluating Results.*** Describe the plan for evaluating the project's results. Priority will be given to projects that include the implementation of a sound evaluation method and those that will provide information or insights that will help guide future grant activities of the Great Lakes Fishery Trust. (Limit your response to 250 words.)
10. ***Sustainability Plan.*** Except for work that is of an obvious one-time nature, explain a clear plan for sustaining the effort beyond the ending date of the GLFT grant. Priority will be given to projects that will likely continue beyond the GLFT's investment. (Limit your response to 250 words.)
11. ***Cost-effectiveness.*** Explain the project's benefits relative to the requested GLFT investment. Priority will be given to projects that yield benefits commensurate with or greater than the GLFT's investment. (Limit your response to 300 words.)
12. ***Permits/Authorization.*** Describe authorizations, permits, or approvals required to undertake the project, if applicable. The project must have the express written support of the property owner(s) or operator(s). Local community support for the project is also preferred. This must be validated by a letter from the property owner(s) or operator(s) of dam structures or barriers and local community support (preferred). Please attach your letter(s). Only PDFs will be accepted. If you have multiple letters, please merge them into a single PDF before attaching. (Limit your response to 250 words.)
13. ***Applicant Capacity.*** Describe the applicant's capacity to administer and complete the proposed project, including demonstrated experience in successfully managing grants and executing projects of a scope and depth comparable to those of the proposed project. Priority will be given to applicants with experience, expertise, and exceptional past project implementation performance. (Limit your response to 250 words.)

### ***Land Acquisition***

This section is required only if your proposal includes a request from the GLFT to support the acquisition of real property through fee simple or lesser interest in a property. **If your proposal does not include land acquisition, you may SKIP TO THE NEXT SECTION.**



The GLFT has determined that its primary mission is NOT to acquire property, except in limited circumstances where the acquisition of fee simple or lesser interest in property is an essential element in accomplishing its primary mission. In general, the GLFT relies upon federal, state, and local agencies, private land conservancies, and private foundations that routinely acquire interest in lands to protect, enhance, and preserve natural resources or access of value to the public.

14. **Acquisition Need.** In order to be considered for funding fee simple acquisitions, easements, or similar land-control costs, projects shall demonstrate, at a minimum, that the proposed land-control cost is an essential component to protect critical habitat or to restore Great Lakes wetlands. Describe how the proposed land acquisition supplies a necessary component in support of protecting or restoring Great Lakes fisheries habitat. (Limit your response to 250 words.)

Validate this need by supplying a letter, from the local Michigan Department of Natural Resources district office, Chippewa Ottawa Resource Authority, or local land conservancy. Please upload your letter(s) in the online application. If you have multiple letters, please merge them to create a single PDF before uploading.

15. **Property History.** Provide a brief history of the property and its purchase status, including the applicant's current stage in the purchase process. (Limit your response to 300 words.)
16. **Development Pressure.** Describe the rate at which land costs and/or growth and development pressures in the proposed area are increasing. (Limit your response to 125 words.)
17. **Long-term Maintenance.** Explain how the applicant will ensure the property interests will remain available for project purposes, in control of the applicant, and be maintained by a public agency or private nonprofit entity. (Limit your response to 250 words.)

### **Detailed Budget**

Submit a detailed budget for the total project period, using the GLFT [template](#). If your project spans multiple years, complete one form showing a cumulative budget for the entire project period, as well as one form for each budget year. Enter the budget name on each page according to the year (for example, Cumulative Budget or Budget Year 1 of 2). The total amount requested from the GLFT under "Income" should reflect the project expenses for that budget name. You may add or remove expense subcategories and lines, but the main expense categories may not be changed. **Note:** According to the GLFT *Overhead Policy* for all projects, administrative/overhead costs are limited to ten percent of the total salaries and wages. Definitions on the budget categories can be found at <https://www.glft.org/grants/budget-definitions-forms-policy>.

### **Budget Narrative**

Briefly explain how the figures in each budget category on the detailed budget were estimated and justify the need for the costs. Projects with financial support from other sources are encouraged. On-the-ground restoration projects funded through this grant announcement will generally not exceed 50 percent of the total project cost for projects sponsored by tribal, state, or local governments or by a nonprofit organization. Although matching funds are not required, proposals that include local funding and promote community participation in the use of fishery resources will be favored. (Limit your response to 300 words.)

If matching funds or in-kind contributions are involved, please:

- Identify the sources and amounts and explain for each whether these have been pledged, requested, or secured

- Explain whether the GLFT funds are to be used as a match requirement, and, if so, what percentage of GLFT funds would be used to complete specific items (e.g., 30 percent of needed funds for a task would be from the GLFT, 70 percent from other sources).
- For projects involving contracted services, include a detailed explanation of how funds would be allocated
- Address contingency plans if pending funding is not realized

### ***Chart of Work***

Using the GLFT [template](#), complete a Chart of Work form. Submit the form with the application. A chart of work template is available for download in the application as a Word or Excel file. The Chart of Work should complement the project description narrative and indicate major outcomes, associated activities/timelines for each outcome, associated costs for activities, and associated deliverables for each outcome.

### ***Site Photographs***

In the online application, upload photographs of the project site(s) as appropriate. Pictures of current site conditions are encouraged but not required. If you have multiple photographs, please upload them as a single PDF or as image files using a zip file folder.

### ***Additional Documents***

In the online application, upload additional documents of relevance, such as figures, captions, feasibility studies, letters of support, literature citations, or other graphics. Do not use this space to provide additional language for required responses exceeding the word count limits, as they will not be considered. If the files correspond with a narrative section question, please indicate the connection to the graphic. Only PDFs will be accepted. If you have multiple pages, please merge them into a single PDF before uploading.

ARCHITECTS, ENGINEERS, PLANNERS,



# CITY OF PETOSKEY

## BEAR RIVER LOW HEAD DAM/WEIR

### INSPECTION REPORT

August 2018

**OHM Advisors®**  
2940 PARKVIEW DRIVE  
PETOSKEY, MICHIGAN 49770

T 231.344.1150

[OHM-Advisors.com](http://OHM-Advisors.com)





**Bear River Low Head Dam/Weir  
Inspection Report  
City of Petoskey  
Emmet County, Michigan  
Section 06, T34N, R05W**

Dam ID No.: N/A

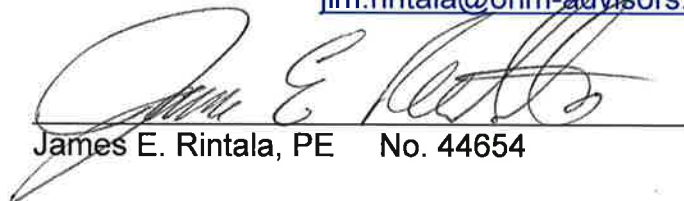
Owner/Operator: City of Petoskey  
Mr. Kendall Klingelsmith, CPRP  
Director of Parks & Recreation  
101 E. Lake Street  
Petoskey, MI 49770

River: Bear River

Hazard Potential: Low

Prepared for: City of Petoskey

Inspected &  
Prepared by: James E. Rintala, PE  
OHM-Advisors  
2940 Parkview Drive  
Petoskey, MI 49770  
231-344-1161  
[jim.rintala@ohm-advisors.com](mailto:jim.rintala@ohm-advisors.com)



James E. Rintala, PE No. 44654

Inspection Date: June 29, 2018

## TABLE OF CONTENTS

Section 1	Conclusions & Recommendations
Section 2	Project Information
Section 3	Field Inspection
Section 4	Structural Stability
Section 5	Hydrology & Hydraulics
Section 6	Operation & Maintenance
Section 7	Emergency Action Plan

Appendix
Location/Site Map
Photographs

**The purpose of this report is to comply with Part 315, (Dam Safety), Natural Resources and Environmental Protection, PA 451 of 1994, (The Dam Safety Act), as amended and associated administrative rules. The inspection is limited to a visual evaluation. The purpose of this report is not to provide an in-depth evaluation of the structure, but to identify possible deficiencies and to provide a basis for future inspections.**

## **SECTION 1**

### **Conclusions & Recommendations**

The overall condition of the Bear River Low Head Dam/Weir is FAIR. Based upon visual observations, there are no apparent structural deficiencies that would lead to the immediate failure of the dam/weir. Recommended maintenance items are listed below. None are currently critical to the overall safety of the dam/weir at this time. However, all recommended repair/maintenance work should be completed.

The following is a summary of conclusions and recommendations for the repair / maintenance items outlined in this report:

- The dam/weir and its appurtenances should be monitored on a regular basis and a journal of regular maintenance, repair and observances kept.
- The bed of the channel at the toe of the basin should be armored with heavy stone to repair the existing scour and to prevent its future reoccurrence.
- The cracks and the spalling/erosion present in the concrete retaining walls between the dam/weir and bridge should be repaired.

As you plan for repairs and eventual replacement, consideration for the removal of the dam/weir may be prudent, based on community and stakeholder preferences. There is a national movement toward dam removals, in an effort to:

- Improve fisheries
- Reduce maintenance, repair and eventual replacement costs
- Increase public safety / reduce liabilities

Removal would include river restoration work between the existing dam and the US-31 highway bridge approximately 260 feet upstream. This work would be coordinated with the Michigan Department of Environmental Quality (MDEQ), U.S. Army Corps of Engineers (USACE), Michigan Department of Natural Resources (MDNR), U.S. Fish and Wildlife Service's (USFWS) Sea Lamprey Control Program, Tip of the Mitt Watershed Council, the local community and possibly other stakeholders.



## **SECTION 2**

### **Project Information**

This report is prepared in general conformance with Part 315, (Dam Safety), of Act 451, The Natural Resources Protection Act of 1994, as amended (The Dam Safety Act). The reader is encouraged to review the act and associated rules.

The Bear River Low Head Dam/Weir is located on the Bear River within the City of Petoskey (see Location Map in the Appendix). The existing dam/weir consists of a cast-in-place concrete gravity structure. The construction date of the dam/weir is unknown. Based on research at the Little Traverse Historical Museum, we think that the existing dam/weir is over 50 years old. To our knowledge, there are no drawings of the dam/weir. To our knowledge, there have been no previous inspections performed on the dam/weir structure and as such, there are no previous inspection reports to review.

In the vicinity of the dam/weir, the Bear River flows in a general northerly direction and empties into Lake Michigan near the Petoskey Marina. The dam/weir is integral with concrete retaining walls that run along both banks of the river downstream from the dam and below the East Lake Street Bridge. The length of the dam/weir between the retaining walls is approximately 31'-8" and the dam/weir is slightly arched in plan. The original crest of the dam/weir was concrete with a somewhat rounded profile. At some point in time, the crest of the dam/weir was armored with a steel channel, lying with its toes pointing downward. The toe of the dam/weir includes a cast-in-place concrete basin approximately 6'-0" long measured from the downstream face of the dam/weir wall. The height of the dam/weir from the top of the basin concrete to the top of the crest is approximately 4'-0" ±. The full length of the dam/weir crest between the retaining walls is used for the spillway. The upstream face of the dam/weir is filled with river bed material to within approximately 6" of the crest. At the time of the inspection, the water depth flowing over the crest of the dam/weir was approximately 9".

### **SECTION 3**

#### **Field Inspection**

The following discussion of the physical condition of the dam/weir is based on observations and photographs obtained on the date of the inspection. Photographs of the dam/weir were taken and are contained in the Appendix. The water level in the impoundment was near its normal level at the time of the inspection.

The dam/weir was inspected by above water visual means aided by the use of a GoPro waterproof camera on the downstream side of the spillway and probing of the basin. At the time of the inspection, rough measurements were made of the basic overall dimensions of the structure. No sampling or testing of the construction materials was performed. The retaining walls along both banks of the river downstream from the dam/weir to the upstream fascia of the East Lake Street Bridge were inspected.

In general the observable portions of the dam/weir concrete was in fair condition with some scaling present on the exposed concrete surfaces. There is scour present at the toe of the dam basin, which varies in depth from approximately 3'-0" deep at the west end of the dam/weir to approximately 6" deep near the center of the dam/weir and then increases to approximately 2'-0" deep at the east end of the dam/weir. The scour did not appear to penetrate below the basin concrete or below either retaining wall between the dam/weir and the roadway bridge. The bottom section of the stairs is scoured where they extend downstream from the dam/weir apron. There is spalling/erosion of the concrete on both of the retaining walls where they meet the dam/weir. The west retaining wall has a large vertical crack located approximately midway between the dam/weir and the bridge in addition to some spalling along the top of the wall. The east retaining wall has a few hairline cracks in addition to scattered spalls. The bottom section of stairs has collapsed and the original hand/guardrail is missing.

## **SECTION 4**

### **Structural Stability**

There were no visible indications of any significant structural stability problems. Note that we do not know the geotechnical background information for the construction materials or the actual construction practices, and an in depth structural stability evaluation is beyond the scope of this inspection.



## **SECTION 5**

### **Hydrology & Hydraulics**

Flood discharge values for the Bear River Low Head Dam/Weir were not requested from the Hydrologic Studies Unit of the Land and Water Management Division of the MDEQ. A hydraulic analysis of the existing dam/weir structure was not performed as part of this inspection.

## **SECTION 6**

### **Operation & Maintenance**

In the past, there has not been a formal operation and maintenance program developed for the Bear River Low Head Dam/Weir. The dam/weir is owned and operated by the City of Petoskey. General maintenance should consist of mowing the grasses and weeds on the embankments and removing any brush, seedlings or trees that may grow in the vicinity of the structure. A general visual inspection of the embankments, structure, and appurtenances should be performed on a semi-annual basis. The semi-annual inspections should also look for any unwanted animal activity, including the controlling and removal of said animals. It is recommended that an operation and maintenance log be kept so that any changes can be more easily identified over time.

## **SECTION 7**

### **Emergency Action Plan**

The Bear River Low Head Dam/Weir is rated as Low hazard. Therefore, an Emergency Action Plan (EAP) is not required. Currently, there is no EAP for this dam/weir structure.



ARCHITECTS. ENGINEERS. PLANNERS.



## APPENDIX

## LOCATION/SITE MAP



## PHOTOGRAPHS



East Bank above Dam/Weir



Reservoir above Dam/Weir





Reservoir above Dam/Weir



West Bank above Dam/Weir





East Retaining Wall Meeting Dam/Weir

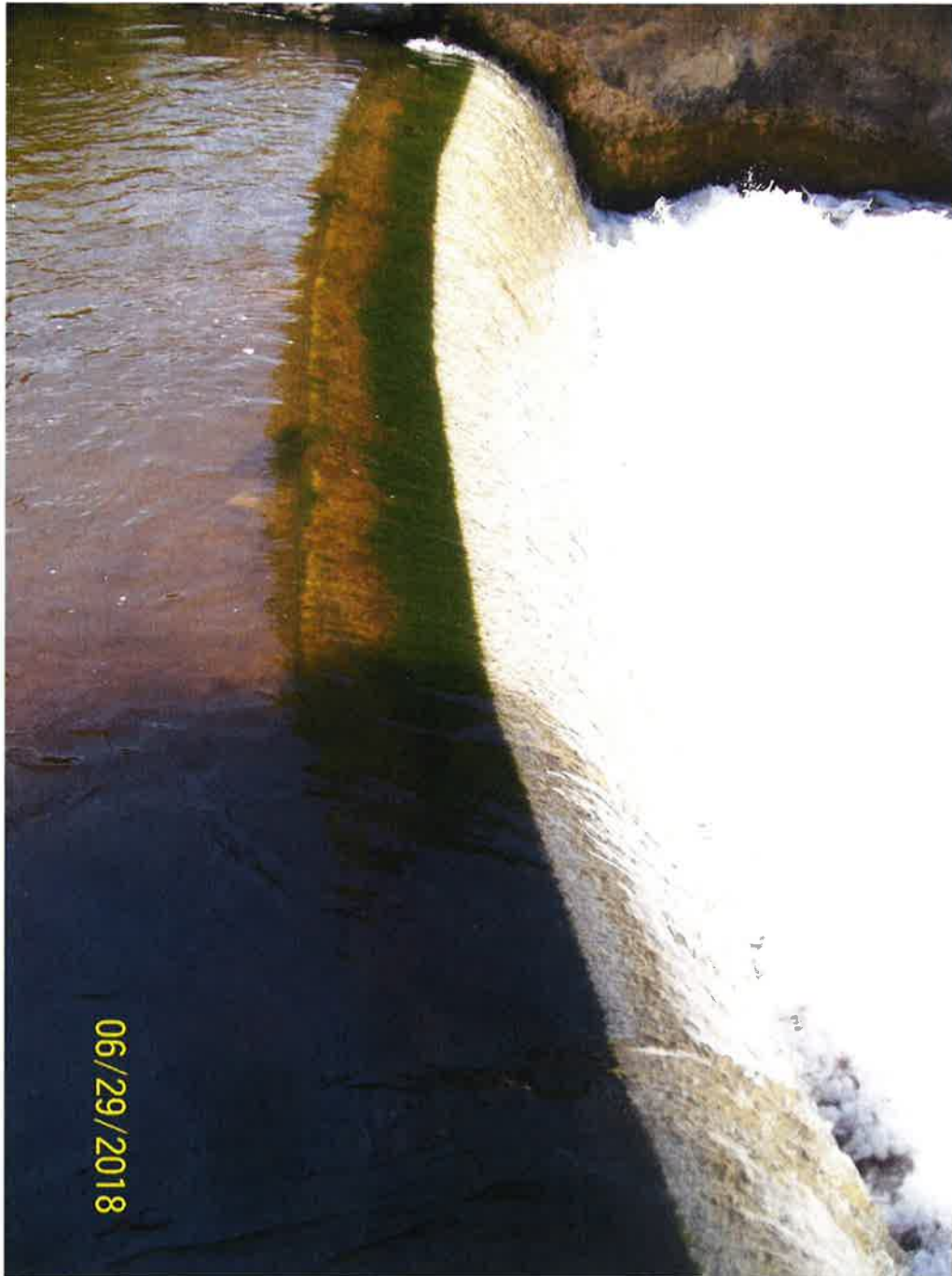


Dam/Weir Viewed from Roadway Bridge (Looking South)



West Retaining Wall Meeting Dam/Weir

ARCHITECTS. ENGINEERS. PLANNERS.



Dam Crest Viewed from East End of Dam/Weir





Close-up of West End of Dam/Weir Intersection at Retaining Wall



West Retaining Wall between Dam/Weir and Bridge





Close-up of East End of Dam/Weir Intersection at Retaining Wall



East Retaining Wall between Dam/Weir and Bridge



East End of Dam/Weir Intersection at Retaining Wall



Dam/Weir Crest as Viewed from Downstream





West End of Dam/Weir Intersection at Retaining Wall



Hydraulic Jump





**BOARD:** City Council

**MEETING DATE:** February 4, 2019

**PREPARED:** January 25, 2019

**AGENDA SUBJECT:** Poverty Exemption Resolution

**RECOMMENDATION:** That the City Council approve the proposed resolution

---

**Summary** MCL 211.7u of the General Property Tax Act (Act) allows a property tax exemption for the principal residence of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges. The Act requires a local governing body to adopt guidelines including income and asset tests for possible poverty exemption of local property tax assessments. The guidelines will be used by the Board of Review in reviewing poverty exemption applications.

**Overview** Under the General Property Tax Act exemptions from the payment of property taxes may be granted in extreme cases of poverty for individuals who own and occupy the property as a principal residence. An application for a poverty exemption must be filed for each year the exemption is sought, with the Board of Review, along with documentation including tax returns and proof of ownership. Applicants are required to meet federal poverty income standards and meet other requirements as adopted by the local governing board.

The City Council adopted a resolution on February 19, 2018 re-establishing provisions for a poverty exemption, however the State is requiring the policy be approved annually. The proposed poverty exemption policy and guidelines is essentially the same as the policy approved in 2018, with updated poverty income levels established annually by the Federal Poverty Income Guidelines. The City has received 10 applications from 3 owners over the last eight years of which 8 were granted.

**Guidelines, Income and Asset Tests** The General Property Tax Act requires that local units of government adopt poverty exemption guidelines and requires that these guidelines include an income test and an asset test.

Poverty income standards are established by the US Department of Health and Human Services (HHS). Pursuant to MCL 211.7u(2)(e) local guidelines that provide income levels, cannot establish levels lower than poverty income standards established by the US Department of Health and Human Services.

The proposed income and asset tests for the City of Petoskey include criteria suggested by the Michigan Department of Treasury, which appears to be almost uniformly utilized by communities across Michigan. The income and asset tests provide the Board of Review with additional information on which to make a poverty exemption decision, and effectively places limitations on situations where individuals may lack earned income but otherwise have assets and personal property that are not suggestive of poverty.



## City of Petoskey

## Resolution

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Petoskey, Emmet County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

1. Be an owner of and occupy as a principal residence for a period of at least three years the property for which an exemption is requested.
2. File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year or a signed State Tax Commission Form 4988, Poverty Exemption Affidavit.
3. File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
4. Produce a valid driver's license or other form of identification if requested.
5. Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
6. Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the City of Petoskey providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
7. The application for an exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines for 2019 Assessments

Number of Persons Residing in the Principal Residence	Poverty Guidelines Annual Allowable Income
1 person	\$12,490
2 persons	\$16,910
3 persons	\$21,330
4 persons	\$25,750
5 persons	\$30,170
6 persons	\$34,590
7 persons	\$39,010
8 persons	\$43,430
Each additional person, add	\$ 4,420

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Assessor and Board of Review shall follow the above and attached stated policy and federal guidelines in granting or denying an exemption, unless the Assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

The foregoing resolution offered by City Councilmember \_\_\_\_\_ and supported by City Councilmember \_\_\_\_\_.

Upon roll call vote, the following voted:

AYE:

NAY:

ABSENT:

The City Clerk declared the resolution adopted.

---

Alan Terry, City Clerk-Treasurer





# City of Petoskey

## 2019 POVERTY EXEMPTION POLICY & GUIDELINES

The following **policy and guidelines**, adopted by the City Council, shall be followed by the City of Petoskey Board of Review when considering **poverty exemptions** according to P.A. 390 of 1994, section 211.7u of the Michigan Compiled Laws (MCL).

**Application Guidelines:** To be eligible for a Poverty Exemption in the City of Petoskey;

1. The primary applicant must own and occupy the property as their principle residence for a minimum of three full calendar years and shall satisfy all requirements of P.A. 390 of 1994 (Principle Residential Exemptions) and State Tax Commission bulletin No. 5 of 1995. Property placed in a trust does not qualify as owned for poverty exemption purposes. All owners and occupants are required to sign Waivers of Confidentiality, Authorizations to Inspect the Property and permission to interview the applicants and verify the application.
2. All owners must include signed Federal and State Income Tax Returns for the most recent filing period, including supporting schedules, if the applicant is required to file an income tax return. If the applicant did not file Federal or State Tax Return, Michigan Department of Treasury Form 4988 must be filed.
3. Income and asset information is required for all owners and occupants of the property. Potential income and asset sources are (non-inclusive):

Income from all sources	Interest and dividends
Salaries & wages before deductions	Pensions
Net receipts from self-employment	Supplemental Security Income
Veteran payments	Net rental income
Royalties	Scholarships & grants
Unemployment compensation	Insurance
Workers compensation	Retirement accounts
Alimony	Child support
General assistance	IRA/Keogh annuities
Social Security	New or reverse mortgages
Cash	Stocks & bonds
Checking & savings accounts	Investments
Money market accounts	Gifts
Assets in trust accounts	Deferred compensation

4. The property's state equalized value (SEV) cannot be more than the City's averaged state equalized value for residential properties adjusted annually. For 2019 the City's average residential SEV is \$154,200, which represents a market value of \$308,400.
5. Applicants must meet the Income Test and Asset Test to be eligible to apply to the Board of Review for a partial exemption of the property tax on their principle residence. Applications will be reviewed by the Board of Review in making a determination to grant or deny an exemption and if an exemption is granted, what percentage of the taxable value will be exempted.

### Income Test

Eligible applicants will not exceed the income levels listed below and as a minimum, will pay a property tax equal to three percent (3%) of their Total Annual Household Income.

1. Total Annual Household Income shall not exceed the following amount applicable to the number of persons living in the household:

<u>Number of Persons</u>	<u>2019 Poverty Guidelines</u>
1 (owner)	\$12,490
2	\$16,910
3	\$21,330
4	\$25,750
5	\$30,170
6	\$34,590
7	\$39,010
8	\$43,430
Each additional person, add	\$4,420

2. Total Annual Household Income shall be based on Federal Poverty Income Guidelines and will be adjusted annually to agree to the federally established amount.

#### **Asset Test**

Eligible applicants will have total assets at or below the asset limit listed below for the claimant and household.

1. Total assets, excluding the principle residence and personal property located therein and a primary vehicle, may not have a total value that exceeds:

	<u>Asset Limit</u>
Claimant	\$2,500
Household	\$5,000

#### **Evaluation Procedures**

1. The Board of Review shall follow the above policy and guidelines when making poverty exemption decisions. The same standards shall apply to each claimant for the assessment year "unless the Board of Review determines there are substantial & compelling reasons why there should be a deviation from the policy and guidelines and the substantial & compelling reasons are communicated in writing to the claimant."
2. Medical and extraordinary hardship situations may be used to qualify applicants who do not otherwise meet the above income and asset tests.
3. The applicant should be prepared to answer questions regarding their financial affairs, health, status of people living in the household, and any other question relevant to the exemption request.
4. All information is subject to verification. The verification process can be used to determine future ineligibility.
5. The Assessor and Board of Review must agree as to the disposition of the poverty claim for the exemption to be granted.

# CITY OF PETOSKEY POVERTY EXEMPTION APPLICATION

I, \_\_\_\_\_, Petitioner, being the owner and residing at the property that is listed below as my principal residence, apply for property tax relief under MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893. The principal residence of persons who, in the judgment of the township supervisor or city assessor and board of review, by reason of poverty are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation per MCL 211.7u(1).

**In order to be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.**

**PERSONAL INFORMATION:** Petitioner must list all required personal information.

Property Address of Principal Residence:	Daytime Phone Number:	
Age of Petitioner:	Marital Status:	Age of Spouse:
Number of Legal Dependents:	Age of Dependents:	
Applied for Homestead Property Tax Credit (yes or no):	Amount of Homestead Property Tax Credit:	

**REAL ESTATE INFORMATION:** List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the BOR meeting.

Property Parcel Code Number:	Name of Mortgage Company:	
Unpaid Balance Owed on Principal Residence:	Monthly Payment:	Length of Time at This Residence:
Property Description:		

**ADDITIONAL PROPERTY INFORMATION:** List information related to any other property you, or any household member owns.

Do you own, or are buying, other property (yes or no)? If yes, complete the information below.		Amount of Income Earned from Other Property:	
Property Address	Name of Owner(s)	Assessed Value	Amount & Date of Last Taxes Paid
		\$	
		\$	

**EMPLOYMENT INFORMATION:** List your current employment information.

Name of Employer:	Name of Contact Person:
Address of Employer:	Employer Phone Number:

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRA's (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income.

Source of Income	Monthly or Annual Income (indicate which)

**CHECKING, SAVINGS AND INVESTMENT INFORMATION:** List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

**LIFE INSURANCE:** List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payment	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

**MOTOR VEHICLE INFORMATION:** All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed



**LIST ALL PERSONS LIVING IN HOUSEHOLD:** All persons residing in the residence must be listed.

First & Last Name	Age	Relationship to Applicant	Place of Employment	Amount of Monetary Contribution to Family Income

**PERSONAL DEBT:** All personal debt for all household members must be listed.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

**MONTHLY EXPENSE INFORMATION:** The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating:	Electric:	Water:
Phone:	Cable:	Food:
Clothing:	Health Insurance:	Garbage:
Daycare:	Car Expense (gas, repair, etc):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):
Other (list type):	Other (list type):	Other (list type):

**Notice:** Any willful misstatements or misrepresentations made on this form may constitute perjury, which under the law, is a felony punishable by fine or imprisonment.

**Notice:** Per MCL 211.7u(2b), a copy of all household members federal income tax returns, state income tax returns (MI-1040) and Homestead Property Tax Credit claims (MI-1040CR 1, 2, 3 or 4) must be attached as proof of income. Documentation for all income sources including, but not limited to, credits, claims, Social Security income, child support, alimony income, and all other income sources must be provided at time of application.

***Petitioners: Do not sign this application until witnessed by the Supervisor, Assessor, Board of Review or Notary Public.*** (Must be signed by either the Supervisor, Assessor, Board of Review Member or Notary Public)

STATE OF MICHIGAN  
COUNTY OF \_\_\_\_\_

I, the undersigned Petitioner, hereby declare that the foregoing information is complete and true and that neither I, nor any household member residing within the principal residency, have money, income or property other than mentioned herein.

\_\_\_\_\_  
Petitioner Signature

\_\_\_\_\_  
Date

Subscribed and sworn this \_\_\_\_\_ day of \_\_\_\_\_, 2011

Assessor Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

BOR Member Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Notary Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

---

This application shall be filed after January 1, but before the day prior to the last day of March, July or December Board of Review to the address below.

Secretary to The Board of Review  
City of Petoskey  
101 E Lake Street  
Petoskey, Michigan 49770

---

**DECISIONS OF THE MARCH BOARD OF REVIEW MAY BE APPEALED TO THE MICHIGAN TAX TRIBUNAL BY JULY 31 OF THE CURRENT YEAR. JULY OR DECEMBER BOARD OF REVIEW DENIALS MAY BE APPEALED TO MICHIGAN TAX TRIBUNAL WITHIN 35 DAYS OF THE DENIAL. A COPY OF THE BOARD OF REVIEW DECISION MUST BE INCLUDED WITH THE FILING.**

Michigan Tax Tribunal  
PO Box 30232  
Lansing, MI 48909  
Phone: 517-373-3003  
Fax: 517-373-1633  
E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)

## Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

**INSTRUCTIONS:** When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, \_\_\_\_\_, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Person Making Affidavit

\_\_\_\_\_  
Date



**BOARD:** City Council

**MEETING DATE:** February 4, 2019

**DATE PREPARED:** January 28, 2019

**AGENDA SUBJECT:** Utility Truck with Aerial Device - Electric

**RECOMMENDATION:** That the City Council authorize this proposed purchase under the Mi-deal State of Michigan Purchasing Contract

---

**Background** The City's 2019 Annual Budget and Capital Improvements Plan included \$210,000 for the purchase of a heavy-duty utility truck with aerial device, primarily for use by the Department of Public Works in conjunction with electric distribution operations. This proposed unit would replace an aging 1995, 24-year old, similar type utility aerial truck that has been operated for more than 8,669 hours and has approximately 36,000 miles. This truck will be retired and sold at auction.

**Specifications** City staff reviewed detailed specifications as provided through the Mi-Deal State of Michigan Purchase Contract and Altec Industries, Inc., Waterford, Michigan, and determined that the Altec unit, an insulated telescopic articulating aerial bucket, Model TA-45, mounted on a Freightliner cab and chassis, all as supplied through the Mi-Deal Program, would be suitable for the specified application as required by the City.

### **Mi-Deal State Purchase Contract**

<u>Utility Truck with Aerial Device</u>	<u>Amount</u>
Altec Industries, Inc. Waterford, MI	\$203,386

**Recommendation** It is the recommendation of City staff that City Council authorize purchasing from Altec Industries, Inc., Waterford, through the Mi-Deal State of Michigan Purchase Contract, a latest production heavy-duty utility truck with aerial device, at a cost not to exceed \$203,386.

mr