Agenda

CITY COUNCIL

March 18, 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
- (a) Hear presentation by Public Safety Director Matthew Breed concerning the Department of Public Safety Honor's Board authorizing awards to Officers, Emmet EMS staff and citizens for meritorious service
- (b) Hear presentation by Patrick Bowland, Michigan Public Power Agency CEO and General Manager, concerning power supply and renewables
- 5. <u>Proclamation</u> Hear proclamation declaring the month of April to be Sexual Assault Awareness month requested by the Women's Resource Center
- 6. <u>Consent Agenda</u> Adoption of a proposed resolution that would confirm approval of the following:
 - (a) March 4, 2019 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since March 4, 2019
- 7. Miscellaneous Public Comments
- 8. City Manager Updates
- Appointments Consideration of appointments to the Downtown Management Board and Zoning Board of Appeals
- 10. Old Business
- (a) Second reading and possible adoption of a proposed ordinance that would establish a PILOT program for Harbor Village Apartments on Crestview Drive
- (b) Second reading and possible adoption of a proposed ordinance that would replace Section 21-39(2) regulating on-street parking
- (c) Authorize contracting with Sajdak Contractor, Prudenville, MI, in the amount of \$489,000 for replacement of the Sunset Park stair tower
- 11. New Business
- (a) Hear presentation by Public Safety Director Matthew Breed concerning the department's 2018 Annual Report
- (b) Adoption of a proposed resolution endorsing the submission of a MDNR Recreation Passport Grant for two pickleball courts at Riverbend Park
- (c) Adoption of a proposed resolution that would approve the purchase of liability and property insurance coverage from Municipal Underwriters Insurance of West Michigan
- 12. City Council Comments
- 13. Adjournment



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 **PREPARED**: March 8, 2019

AGENDA SUBJECT: Department of Public Safety Honor's Board Presentation

RECOMMENDATION: That the City Council hear this presentation

<u>Background</u> The Department of Public Safety Honor's Board recently authorized awards to Officers, Emmet EMS staff and citizens for meritorious service. Director Breed will present the awards to the recipients for commendable service throughout the community. Director Breed will present four types of awards including Lifesaving, Certificate of Merit, Public Safety Commendation and Citizen Awards.

Lifesaving Awards

PSO Smith

PSO Gosciak

PSO Lamont

PSO Whitley

Dane Rasper – Emmet EMS Paramedic

Amy Thompson – Emmet EMS – A-EMT

Certificate of Merit

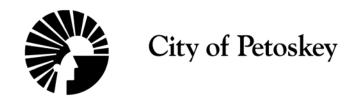
Ben Slocum

Public Safety Commendation

Lt. Karr PSO Mikulski PSO Hoig

Citizen Awards

Katelynn Murray Danielle Hill



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 PREPARED: March 14, 2019

AGENDA SUBJECT: MPPA Renewable Energy Presentation

RECOMMENDATION: That the City Council hear this presentation

Background City Councilmembers requested a presentation by Michigan Public Power Agency (MPPA). Patrick Bowland, MPPA CEO and General Manager, will give a brief presentation to City Council concerning power supply and renewables.

Action That City Council hear the presentation and ask any questions or comments.

sb

City of Petoskey

Proclamation

WHEREAS, sexual assault affects women, children and men of all racial, cultural and economic backgrounds; and

WHEREAS, in addition to the immediate physical and emotional costs, sexual assault may also have associated consequences of post-traumatic stress disorder, substance abuse, depression, homelessness, eating disorders and suicide; and

WHEREAS, sexual assault can be devastating for not only the survivor, but also for the family and friends of the survivor; and

WHEREAS, no one person, organization, agency or community can eliminate sexual assault on their own, but we can work together to educate our entire population about what can be done to prevent sexual assault, support victims/survivors and their significant others and increase support for agencies providing services to victims/survivors; and

WHEREAS, Sexual Assault Awareness Month provides an excellent opportunity for citizens to learn more about preventing sexual violence before it can start and to show support for the numerous organizations and individuals who provide critical advocacy, services and assistance to sexual assault survivors; and

WHEREAS, the City of Petoskey strongly supports the efforts of national, state, and local partners, and of every citizen, to actively engage in public and private efforts to prevent sexual violence. It's time for all of us to start conversations, take appropriate action and support one another to create a safer environment for all:

NOW, THEREFORE BE IT RESOLVED, that I, John Murphy, Mayor of the City of Petoskey, support efforts to eliminate sexual assault and hereby declare April 2019 to be in our city

SEXUAL ASSAULT AWARENESS MONTH

Dated this 18th day of March, 2019

Mayor John Murphy	



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 PREPARED: March 14, 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 March 4, 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 March 4, 2019 for contract and vendor claims at \$1,266,377.18, intergovernmental claims at \$64,198.59, and the March 7 payroll at \$201,320.88 for a total of \$1,531,896.65.

sb Enclosures



Minutes

CITY COUNCIL

March 4, 2019

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, March 4, 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, Parks and Recreation Director Kendall Klingelsmith, Downtown Director Becky Goodman and City Attorney James Murray.

Hear Presentation on Brownfield TIF Programs

The City Manager reviewed that Bob Berg, owner of 200 East Lake Street, plans to approach the Planning Commission with a conceptual development plan at the March 21 meeting and that Mr. Berg has stated he will be requesting City Council consider Brownfield Tax Increment Financing to pay for underground parking. This approach is consistent with the Redevelopment Ready Communities Economic Development Strategy for the site, and that the City is not obligated to approve a Brownfield TIF plan, but it may be the critical economic incentive piece to move the development forward.

Mac McClelland, Brownfield Redevelopment Manager, Otwell Mawby, gave a brief presentation on Brownfield TIF financing programs as requested by Council as a TIF proposal may be forthcoming for 200 East Lake Street. Mr. McClelland reviewed Brownfield redevelopment goals; how Brownfield Tax Increment financing programs work and captures taxes; reviewed Brownfield Act and that Brownfields are an effective economic development tool expanded to support investments in communities; reviewed changes in the Brownfield Act concerning eligible properties and activities; reviewed the Emmet County Brownfield Redevelopment Authority and approved projects; reviewed the benefits and opportunity for 200 East Lake Street; that the Library is not exempt from Brownfield TIF; that he is paid by the Emmet County Brownfield Redevelopment Authority; and that developers reimburse these costs to the Authority.

City Councilmembers inquired on eligible properties and activities.

Consent Agenda - Resolution No. 19273

Following introduction of the consent agenda for this meeting of March 4, 2019, City Councilmember Dittmar moved that, seconded by City Councilmember Walker adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the February 18, 2019 regular session City Council meetings be and are hereby approved as revised and corrected; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since February 18, for contract and vendor claims at \$1,339,315.17 intergovernmental claims at \$18,229.72, and the February 21 payroll at \$198,105.16, for a total of \$1,555,650.05 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 heard a comment that a Michigan State Police education officer could present to Council information on new, stronger marijuana; heard from those that listened to the webinar hosted by Plunkett Cooney last week on recreational marijuana; that the Planning Commission should conduct public meetings on where to allow medical marijuana facilities; that Council should opt out of recreational marijuana while Planning Commission researches locations; that Public Safety needs time to prepare for new businesses and regulations; heard comments on Emmet County Brownfield Redevelopment Authority meeting discussions and nontaxable properties; heard comments on marijuana benefits, health effects and the positive impact on people; inquiries on how decisions will need to be made on determining locations; heard from those opposed to allowing marijuana and that it is not a good funding resource for the City; that Colorado revenue has been much less than the costs along with social losses; citizens thanked the City for downtown restroom renovations and for the City hauling snow to Howard Road; heard an inquiry after reviewing minutes if Council wishes to have Planning Commission review zoning for medical and recreational marijuana; inquiries that since Council didn't opt out of recreational, shouldn't Council begin zoning recreational marijuana as well; heard a comment that there are three uses that don't require medical and once zoning is passed, it opens the door for recreational; and that the City Manager and City Attorney recommended opting out at the last meeting and Council decided to not opt out.

City Councilmembers responded that Council directed the Planning Commission to research zoning for medical marijuana only at this point; thanked Dr. Wills for the book concerning marijuana; reviewed information on Law Enforcement Against Prohibition (LEAP); and heard from those not looking to change position concerning marijuana.

The City Attorney reviewed minutes from the last Council meeting and that he and City staff would begin looking into zoning for recreational marijuana.

Hear City Manager Updates

The City Manager reviewed that staff submitted a grant application to the Petoskey Harbor Springs Area Community Foundation for \$6,000 for three energy audits to analyze both the Lake Street and Bay Harbor fire stations and the Hunt Roof Building on Curtis Avenue; that the Mott Foundation recently funded energy audits on both City Hall and the DPW building; that staff is currently working on details associated with a DNR Urban & Community Forestry Grant to complete a full tree inventory for the community with a deadline of early September; that the Department of Treasury and Michigan State University will be presenting half-day trainings covering best financial practices for fiscal and operational planning and if interested to contact City staff to register; reviewed downtown restroom updates and that the project is on schedule with a final completion date of May 1; that MDOT contractors continue to make progress on retaining wall along Bayfront Park; and that MDOT estimates detours will begin mid-March, weather dependent.

TIFA Appointment – Resolution No. 19274

Mayor Murphy reviewed that City Council consider a possible reappointment to TIFA.

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

BE IT RESOLVED that the City Council does and hereby approves the reappointment of Shirley Burns, 215 Division Street, to TIFA for a four-year term ending April 2023.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

ZBA Appointment – Resolution No. 19275

Mayor Murphy reviewed that City Council consider a possible reappointment to Zoning Board of Appeals.

City Councilmember Walker 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 Chris Hinrichs, 506 Elizabeth Street, to ZBA for a three-year term ending April 2022.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

First Reading of Proposed Ordinance Establishing a PILOT for Harbor Village Apartments

The City Manager reviewed that Harbor Village Apartments on Crestview Drive includes three separate buildings under the current ownership of Stratford Group LTD and current owner, Ken Werth, is proposing to sell the three buildings to his son, Stephen Werth (JPS Petoskey LDHA LP) and is asking Council to consider approving a Payment in Lieu of Taxes (PILOT) program for all buildings. The City Manager further reviewed that the proposed ordinance would reissue a PILOT to two existing senior facilities and create a new PILOT for family living at Harbor Village; that the new owner will be providing approximately \$6.5M in improvements; that the service charge will be 12.79% for all three facilities with the two current PILOTs at 10%; and that the PILOT is needed by the developer as part of an overall financing package using Federal Low-Income Housing Tax Credits administered through the MSHDA.

Stephen Werth gave a brief presentation on proposed project.

City Councilmembers inquired if residents would be displaced during construction; if residents are only seniors; and if there is a sunset clause on PILOT.

Mr. Werth responded that residents will be displaced for 8 days at local hotels and friend's homes and that residents are seniors or handicapped.

The City Manager responded that USDA loan won't be paid off and if for some reason it is, properties will go back on the tax roll.

City Councilmembers deferred action since it was the first reading of the proposed ordinance.

<u>First Reading of Proposed Ordinance to Replace Section 21-39(2) Concerning Overnight On-Street Parking Regulations</u>

The City Planner reviewed that Section 21-39 regulates on-street parking from December 1 through April 1 for snow removal purposes; that Section 21-39(2) has regulations specific to the CBD in order to allow for efficient snow removal in this dense mixed-use area; that in 2014, the B-2A Transitional Business District was created in the area north of Bay Street that had previously been zoned B-2 Central Business District; that staff was unaware that Section 21-39(2) Overnight On-Street Parking had regulations specific to the CBD Zoning District, now that area is zoned B-2A Transitional Business District, the regulations do not apply; and that the issue was brought to the Public Safety Department in which staff believes should be treated the same as the B2 Central Business District for snow removal purposes. The City Planner further reviewed that the proposed ordinance amendment would include the B-2A District as an area that needs to be free from on-street parking between the hours of 3:00 A.M. and 5:00 A.M., Sundays through Saturdays, annually, from December 1 to April 1.

Mayor Murphy asked for public comments and heard an inquiry if Planning Commission had any input on this ordinance.

City Councilmembers deferred action since it was the first reading of the proposed ordinance.

<u>Approve Pre-Development Assistance for Darling Lot – Resolution No. 19276</u>

The City Planner reviewed that through the Redevelopment Ready Communities certification process, an economic development strategy was adopted that identified three priority redevelopment sites: 200 East Lake Street, 900 Emmet Street and the Darling Lot at the corner of Petoskey and Michigan Street. The Darling Lot was included as a parcel that the City controls and has potential for development that could include structured parking. The City Planner further reviewed that City Council adopted its 2018 Action Plan on July 16, 2018 with a strategy under the goal of Diversify and Strengthen the City's Economic Base of hiring a consultant, through a competitive RFQ process, to develop a mixed use conceptual plan for the Darling Lot; that staff contacted the MEDC to find out if there was funding available for such pre-development work; that for communities that have achieved RRC certification, the Michigan Municipal League (MML), with funding through the MEDC, is offering predevelopment consultant services for identified priority sites; and that the Civic Labs team from MML put out a RFP for consultant teams to assist certified communities with this assistance, which could be up to a \$25,000 value per community.

City Councilmembers discussed the program and some were opposed to the project indicating that the City is not ready for this type of predevelopment; heard from those in favor of the program and that there are no real problems with project; and if there would be fact finding through the grant.

The City Planner responded that assistance isn't solely focused on parking and could include any type of development.

Mayor Murphy asked for public comments and heard a comment from a Planning Commission member that the program would comply with current zoning ordinances.

City Councilmember Walker moved that, seconded by City Councilmember Shumway to authorize City staff to move forward with the pre-development assistance funding for the Darling Lot through the MML program with any conceptual plan based on current zoning regulations.

Said motion was adopted by the following vote:

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

NAYS: None (0)

<u>Approve Local Historic District Study Committee – Resolution No. 19277</u>

The City Manager reviewed that the creation of a local historic district for downtown has been a recommendation in the plans for Downtown Petoskey since 2007 and the 2018-2022 Downtown Strategic Plan recommended action of "advocate for the creation of a Downtown Local Historic District and coordinate the process of creating the design review board." The City Manager further reviewed that Council received a presentation by Amanda Reintjes, of the Michigan Historic Preservation Network, regarding the benefits of and process to create a local historic district; that the first step in the process is for Council to appoint a Local Historic District Committee; that there are no requirements as to the make-up of the Study Committee, but staff is recommending that the Committee contain five members including an architect, a representative of the Little Traverse Historical Society and three downtown property owners; and that the Committee members will be selected by the Mayor with Council approval.

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

WHEREAS, Public Act 169 of 1970, *Michigan's Local Historic Districts Act*, enables a local unit of government to adopt an historic district ordinance for the purpose of preserving and protecting resources which are significant to its history; and

WHEREAS, the establishment of a local historic district will serve the public purpose to safeguard the community's heritage, strengthen its economy, stabilize and improve property values, foster civic beauty and promote its history; and

WHEREAS, there exists a Downtown Petoskey National Register Historic District that could benefit from the protections provided by a local historic district; and

WHEREAS, the 2018-2022 Downtown Strategic Plan adopted by the Downtown Management Board on May 15, 2018 and by City Council on August 6, 2018 has a recommended action to advocate for and coordinate the process of creating a local historic district:

NOW, THEREFORE BE IT RESOLVED that the City Council of Petoskey does hereby authorize the appointment of an Historic District Study Committee to conduct a Historic District Study for the purpose of establishing a local historic district; and

BE IT FURTHER RESOLVED that the Committee will be comprised of an architect, a member of the Little Traverse Bay Historical Society and three downtown property owners.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

Discuss Sunset Park Stair Tower

The Parks and Recreation Director reviewed that the wood stair tower that links Bayfront Park to Sunset Park is approximately 30 years old and is need of replacement; that the project was identified for replacement in the last two master plans and in recent CIP's; that in January 2018 an estimate of \$315,000 to replace the stair tower was provided to the City by Beckett & Raeder which was based on City's costs in 2010 for construction of the Bear River stair tower with 3% increase over 8 years; that there are several variables when comparing costs; that the proposed tower will be black steel and will look similar to the stair tower in the Bear River Valley without a roof or concrete stairs; that three bids were received with the lowest bid approximately \$155,000 overbid; and that since the project falls within the TIFA District, TIFA funds will pay for project.

City Councilmembers inquired if there was any reduction in bid; heard from those in favor of constructing tower with stainless steel; and recommended staff look into stainless steel treads and research the second lowest bidder, Sajdak Contractor, Prudenville, MI, concerning background and previous completed projects.

Mayor Murphy asked for public comments and heard a comment that there are cement stair treads on tower off of Elizabeth Street, but why it wasn't included on this project; heard comments on the Mitchell Street redesign and that is time to upgrade the Sunset Park stair tower; and heard from those in favor of stainless steel.

Tim Knutsen, Beckett & Raeder representative, responded that he is unaware of cost effects if a change in construction material occurs and that cement treads may need to be re-engineered.

City Councilmembers concurred to table matter and discuss at the next meeting.

Council Comments

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

There being no further business to come before the City Council, this March 4, 2019, meeting of the City Council adjourned at 9:20 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

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GL	Check	Check		Invoice	Check
Period	Issue Date	Number	Payee	GL Account	Amount
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02/19	02/28/2019	83824	Michigan Science Center	271-790-958.000	400.00
03/19	03/06/2019		ACH EFFE	701-000-230.160	160.23
03/19	03/06/2019		ACH-EFTPS ACH-EFTPS	701-000-230.100	19,858.65
03/19	03/06/2019		ACH-EFTPS ACH-EFTPS	701-000-230.200	12,179.15
03/19 03/19	03/06/2019		ACH-EFTPS	701-000-230.200	12,179.15 2,848.34
03/19	03/06/2019 03/06/2019		ACH-EFTPS	701-000-230.200 701-000-230.200	2,848.34
03/19	03/06/2019		ACH-ICMA 457	701-000-230.200	2,646.34 1,655.89
03/19	03/06/2019		ACH-ICMA 457	701-000-230.700	4,719.23
03/19	03/06/2019	83841	Alliance Entertainment	271-790-761.100	118.71
03/19	03/06/2019	83841	Alliance Entertainment	271-790-761.100	147.24
03/19	03/06/2019		Bobcat of Lansing	661-598-931.000	271.05
03/19	03/06/2019	83842		661-598-931.000	64.34
03/19	03/06/2019	83843	BRADFORD MASTER DRY CLEANERS	101-345-775.000	348.40
03/19	03/06/2019	83844		701-000-230.800	91.75
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-265-920.000	963.89
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-268-920.000	1,460.68
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-345-920.000	3,391.59
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-345-920.100	468.95
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-754-920.000	26.64
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-770-920.000	3,440.30
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-773-920.000	369.89
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	101-789-920.000	2,368.48
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	202-475-920.000	157.50
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	204-448-920.000	2,700.00
03/19	03/06/2019	83845		271-790-920.000	2,943.79
03/19	03/06/2019	83845	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	75.27
03/19	03/06/2019	83845	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	78.65
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	582-586-920.000	194.76
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	582-593-920.000	1,767.78
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	592-538-920.000	8,970.32
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	592-542-920.000	194.77
03/19	03/06/2019		CITY TREAS. FOR UTILITY BILLS	592-551-920.000	17,980.49
03/19	03/06/2019	83845	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	1,460.82
03/19	03/06/2019	83846	Collias-Glaser, Hellene Kay	271-790-802.000	645.00
03/19	03/06/2019	83847	Complete Paint & Supplies	101-770-775.000	82.35
03/19	03/06/2019	83848	CROOKED TREE ARTS CENTER	248-739-880.400	2,500.00
03/19	03/06/2019	83849	Cummins Bridgeway LLC	592-554-802.000	1,068.26
03/19	03/06/2019	83850	Decka Digital LLC	101-345-751.000	50.00
03/19	03/06/2019	83851	Dell Marketing L.P.	592-551-775.000	209.99
03/19	03/06/2019	83851	Dell Marketing L.P.	592-542-775.000	209.99
03/19	03/06/2019	83852	Demco	271-790-751.000	111.61
03/19	03/06/2019	83853	Derrer Oil Co.	661-598-759.000	3,820.74
03/19	03/06/2019	83853	Derrer Oil Co.	661-598-759.000	2,337.65
03/19	03/06/2019	83854	Dinon Law PLLC	101-266-802.000	490.00
03/19	03/06/2019		Drost Landscape	101-770-802.000	218.25
03/19	03/06/2019		Drost Landscape	101-773-802.000	218.25
03/19	03/06/2019		Ducastel, Barbara	271-790-802.000	240.00
03/19	03/06/2019	83857	Dunn's Business Solutions	101-268-775.000	122.72
03/19	03/06/2019		EMMET COUNTY BROWNFIELD	703-040-230.218	.87
03/19	03/06/2019		EMMET COUNTY BROWNFIELD	703-040-230.218	.06
03/19	03/06/2019	83858	EMMET COUNTY BROWNFIELD	703-040-229.218	.45

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/19	03/06/2019	83858	EMMET COUNTY BROWNFIELD	703-040-231.218	.21
03/19	03/06/2019		EMMET COUNTY BROWNFIELD	703-040-230.218	.09
03/19	03/06/2019		EMMET COUNTY BROWNFIELD	703-040-236.218	1.30
03/19	03/06/2019		EMMET COUNTY BROWNFIELD	703-040-237.218	.15
03/19	03/06/2019		EMMET COUNTY BROWNFIELD	703-040-222.218	.56
03/19	03/06/2019	83858		703-040-228.218	.69
03/19	03/06/2019	83859		703-040-233.000	152.45
03/19	03/06/2019	83859	Emmet County Treasurer	703-040-233.000	188.59
03/19	03/06/2019	83860	Empiric Solutions Inc.	101-228-802.000	8,654.00
03/19	03/06/2019	83861	Englebrecht, Robert	101-257-802.100	3,750.00
03/19	03/06/2019	83862	Environmental Resource Assoc.	592-553-802.000	153.35
03/19	03/06/2019	83863	Fraternal Order of Police	701-000-230.400	924.00
03/19	03/06/2019	83864	Gale/Cengage Learning	271-790-760.000	44.18
03/19	03/06/2019	83864	Gale/Cengage Learning	271-790-760.000	24.69
03/19	03/06/2019	83864	Gale/Cengage Learning	271-790-760.000	22.09
03/19	03/06/2019	83865	Galls LLC	101-345-775.000	236.06
03/19	03/06/2019	83866	Gibby's Garage	661-598-931.000	952.00
03/19	03/06/2019	83866	Gibby's Garage	661-598-932.000	646.00
03/19	03/06/2019	83866	Gibby's Garage	582-593-930.000	136.00
03/19	03/06/2019	83866	Gibby's Garage	661-598-931.000	510.00
03/19	03/06/2019	83866	Gibby's Garage	661-598-932.000	170.00
03/19	03/06/2019	83866	Gibby's Garage	582-593-930.000	68.00
03/19	03/06/2019	83866	Gibby's Garage	661-598-931.000	544.00
03/19	03/06/2019	83866	Gibby's Garage	661-598-932.000	136.00
03/19	03/06/2019	83866	Gibby's Garage	582-593-930.000	68.00
03/19	03/06/2019	83866	Gibby's Garage	203-479-802.000	102.00
03/19	03/06/2019	83867	Gibson Excavating LLC	202-479-802.000	400.00
03/19	03/06/2019	83867	Gibson Excavating LLC	203-479-802.000	400.00
03/19	03/06/2019	83868	Ginop Sales Inc.	661-598-931.000	4.20
03/19	03/06/2019	83868	Ginop Sales Inc.	661-020-142.000	3,596.00
03/19	03/06/2019	83869	Goedge, Megan	271-790-880.000	150.00
03/19	03/06/2019	83870	Goodman, Becky	248-540-882.180	28.20
03/19	03/06/2019	83870	Goodman, Becky	514-587-955.000	72.00
03/19	03/06/2019	83870	Goodman, Becky	514-587-802.100	50.00
03/19	03/06/2019	83870	Goodman, Becky	514-587-912.000	312.04
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	37.56
03/19	03/06/2019	83871	Gordon Food Service	101-268-775.000	19.77
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	121.49
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	365.81
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	97.18
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	93.21
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	107.95
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	10.07
03/19	03/06/2019	83871	Gordon Food Service	101-770-771.000	70.17
03/19	03/06/2019	83872	Halstead, Jeffrey L.	101-756-808.030	120.00
03/19	03/06/2019	83873	Hewitt, Dennis	101-756-808.030	120.00
03/19	03/06/2019	83874	Hewitt, Scott	101-756-808.030	120.00
03/19	03/06/2019	83875	Himebauch, Kelly L	271-790-802.000	330.00
03/19	03/06/2019	83876	Huntington National Bank	271-792-992.000	35,034.38
03/19	03/06/2019	83876	Huntington National Bank	365-756-991.000	9,200.00
03/19	03/06/2019	83876	Huntington National Bank	365-756-992.000	99,561.00
03/19	03/06/2019	83876	Huntington National Bank	308-756-991.000	36,100.00

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03/19 03/19 03/19 03/19	03/06/2019		Payee	GL Account	Amount
03/19 03/19		83876		308-756-992.000	160,439.00
03/19			Huntington National Bank		
	03/06/2019	83877	Hyde Services LLC	661-598-931.000	96.83
	03/06/2019	83878	ICMA-ROTH	701-000-230.900	440.00
	03/06/2019	83879	Integrity Business Solutions	514-587-802.100	39.99
03/19	03/06/2019	83879	Integrity Business Solutions	514-587-802.100	91.15
03/19	03/06/2019	83880	Jakeway, Patricia	271-790-802.000	570.00
03/19	03/06/2019	83881	Jones, Terence	271-790-958.100	150.00
03/19	03/06/2019		KENNEDY INDUSTRIES INC.	592-551-775.000	1,371.00
03/19	03/06/2019	83883	Kiesler's Police Supply Inc.	101-345-775.000	22.00
03/19	03/06/2019	83884	Kruskie, Davie	101-756-808.030	60.00
03/19	03/06/2019	83885	Malec, Steve	101-756-808.030	80.00
03/19	03/06/2019	83886	McLean & Eakin Booksellers	271-790-760.000	10.40
03/19	03/06/2019	83887	Meyer Ace Hardware	592-542-775.000	4.13
03/19	03/06/2019	83887	Meyer Ace Hardware	592-543-775.000	17.99
03/19	03/06/2019	83887	Meyer Ace Hardware	101-268-775.000	8.98
03/19	03/06/2019	83887	Meyer Ace Hardware	592-545-775.000	14.39
03/19	03/06/2019	83887	Meyer Ace Hardware	582-586-775.000	15.29
03/19	03/06/2019	83887	Meyer Ace Hardware	101-265-775.000	26.99
03/19	03/06/2019	83887	Meyer Ace Hardware	101-268-775.000	7.16
03/19	03/06/2019	83887	Meyer Ace Hardware	582-593-785.000	35.98
03/19	03/06/2019	83887	Meyer Ace Hardware	101-770-775.000	6.29
03/19	03/06/2019	83887	Meyer Ace Hardware	271-790-752.000	40.49
03/19	03/06/2019	83887	Meyer Ace Hardware	271-790-752.000	10.80-
03/19	03/06/2019	83887	Meyer Ace Hardware	582-593-785.000	44.99
03/19	03/06/2019	83887	Meyer Ace Hardware	514-587-802.100	11.13
03/19	03/06/2019	83887	Meyer Ace Hardware	101-770-775.000	70.08
03/19	03/06/2019	83887	Meyer Ace Hardware	101-268-775.000	1.35
03/19	03/06/2019	83887	Meyer Ace Hardware	101-265-775.000	16.12
03/19	03/06/2019	83887	Meyer Ace Hardware	101-268-775.000	18.15
03/19	03/06/2019	83887	-	248-540-882.180	35.22
			Meyer Ace Hardware		
03/19	03/06/2019	83887	Meyer Ace Hardware	101-268-775.000	13.49
03/19	03/06/2019	83887	Meyer Ace Hardware	514-587-775.000	4.13
03/19	03/06/2019	83887	Meyer Ace Hardware	514-587-775.000	32.38
03/19	03/06/2019	83887	Meyer Ace Hardware	101-770-775.000	22.47
03/19	03/06/2019	83887	Meyer Ace Hardware	271-790-880.000	97.05
03/19	03/06/2019	83887	Meyer Ace Hardware	271-790-752.000	26.98
03/19	03/06/2019	83887	Meyer Ace Hardware	514-587-802.100	19.76
03/19	03/06/2019	83887	Meyer Ace Hardware	592-554-775.000	26.97
03/19	03/06/2019	83887	Meyer Ace Hardware	514-587-775.000	3,915.10
03/19	03/06/2019	83887	Meyer Ace Hardware	582-593-785.000	14.38
03/19	03/06/2019	83888	MEYERSON, VALERIE	271-790-912.000	266.80
03/19	03/06/2019	83889	Miller, Greg	101-756-808.030	180.00
03/19	03/06/2019	83890	Miller, Irene	271-790-958.100	318.00
03/19	03/06/2019	83891	MITCHELL GRAPHICS INC.	271-790-905.000	73.00
03/19	03/06/2019	83891	MITCHELL GRAPHICS INC.	271-790-905.000	1,774.00
03/19	03/06/2019	83892	Northern Michigan Review Inc.	248-540-882.180	300.00
03/19	03/06/2019	83892	•	248-540-882.180	700.00
03/19	03/06/2019	83892	-	248-540-882.180	225.00
03/19	03/06/2019	83892		101-789-850.000	123.50
03/19	03/06/2019	83892	<u> </u>	101-400-802.000	51.52
03/19	03/06/2019	83892		101-400-802.000	47.55
03/19	03/06/2019	83892	_	101-770-802.000	171.18

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/19	03/06/2019	83892	Northern Michigan Review Inc.	101-257-802.000	23.75
03/19	03/06/2019		Northern Michigan Review Inc.	248-739-880.200	35.00
03/19	03/06/2019		Northland Self Storage LLC	592-554-802.000	147.00
03/19	03/08/2019		Northland Self Storage LLC	592-554-802.000	147.00- V
03/19	03/06/2019	83894		271-790-761.000	26.25
03/19	03/06/2019	83894	Penguin Random House	271-790-761.000	33.75
03/19	03/06/2019	83895	•	101-345-751.000	300.00
03/19	03/06/2019	83896	•	101-268-802.000	3,200.00
03/19	03/06/2019	83897	PERSONAL GRAPHICS INC.	248-540-882.180	106.00
03/19	03/06/2019	83898	Petoskey Public Schools	703-040-233.000	565.78
03/19	03/06/2019	83898	Petoskey Public Schools	703-040-233.000	58.14
03/19	03/06/2019		Petoskey Public Schools	703-040-233.000	40.78
03/19	03/06/2019		Petoskey Public Schools	703-040-233.000	17.28
03/19	03/06/2019		Power Line Supply	582-010-111.000	920.40
03/19	03/06/2019	83899	Power Line Supply	582-010-111.000	11,933.60
03/19	03/06/2019	83900	Preston Feather	101-268-775.000	55.60
03/19	03/06/2019	83900	Preston Feather	101-265-775.000	3.19
03/19	03/06/2019	83900	Preston Feather	101-770-775.000	89.85
03/19	03/06/2019	83900	Preston Feather	101-770-775.000	13.91
03/19	03/06/2019	83900	Preston Feather	101-268-775.000	5.56-
03/19	03/06/2019	83900	Preston Feather	101-265-775.000	.32-
03/19	03/06/2019	83900	Preston Feather	101-770-775.000	8.19-
03/19	03/06/2019	83900	Preston Feather	101-770-775.000	1.39-
03/19	03/06/2019	83901	Riordan, Joyce Kochans	271-790-802.000	180.00
03/19	03/06/2019	83902	Rowland, Kimberly	271-790-802.000	300.00
03/19	03/06/2019	83903	Smith, Edward J	101-756-808.030	160.00
03/19	03/06/2019	83904	Snedden, Rilla Joann	271-790-802.000	90.00
03/19	03/06/2019	83905	Spectrum Business	592-560-850.000	35.07
03/19	03/06/2019	83906	STAFFORD'S HOSPITALITY	248-540-882.180	735.00
03/19	03/06/2019	83906	STAFFORD'S HOSPITALITY	514-587-955.000	99.00
03/19	03/06/2019	83907	Standard Electric Company	101-770-775.000	39.31
03/19	03/06/2019	83908	TEAMSTERS LOCAL #214	701-000-230.400	967.00
03/19	03/06/2019	83909	Thru Glass Window Cleaning	514-587-802.100	25.00
03/19	03/06/2019	83910	Tompkins, John	101-756-808.030	150.00
03/19	03/06/2019	83911	Trace Analytical Laboratories LLC	592-553-801.000	1,200.00
03/19	03/06/2019	83912	UPS Store, The	592-553-802.000	97.36
03/19	03/06/2019		US Ice Carving Inc.	248-540-882.180	6,700.00
03/19	03/06/2019		USA BLUE BOOK	592-542-775.000	412.48
03/19	03/06/2019		Van's Business Machines	514-587-802.000	381.67
03/19	03/06/2019		Voorheis, Margaret Ann	271-790-802.000	210.00
03/19	03/06/2019		WALL STREET JOURNAL	271-790-760.400	539.88
03/19	03/06/2019		WESTON, CHRIS	101-756-808.030	120.00
03/19	03/06/2019		Zipp, Cynthia B.	271-790-802.000	330.00
03/19	03/06/2019	83920		101-172-850.000	422.92
03/19	03/06/2019	83920		101-201-850.000	225.56
03/19	03/06/2019	83920		101-208-850.000	140.97
03/19	03/06/2019	83920		101-257-850.000	140.97
03/19	03/06/2019	83920		101-215-850.000	112.78
03/19	03/06/2019	83920		101-345-850.000	310.17
03/19	03/06/2019	83920		101-400-850.000	140.97
03/19	03/06/2019	83920		101-756-850.000	169.17
03/19	03/06/2019	83920	AT&T	101-441-850.000	253.75

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03/19	03/06/2019	83920	AT&T	204-481-850.000	84.58
03/19	03/06/2019	83920		204-481-850.000	84.58
03/19	03/06/2019	83920		582-588-850.000	281.95
03/19	03/06/2019	83920		582-593-850.000	112.78
03/19	03/06/2019	83920		592-549-850.000	169.17
03/19	03/06/2019	83920		592-560-850.000	169.17
03/19	03/06/2019	83920		592-560-850.000	185.69
03/19	03/06/2019		AT&T	592-560-850.000	155.98
03/19	03/06/2019	83920	AT&T	592-558-920.000	181.36
03/19	03/06/2019	83920	AT&T	592-538-850.000	177.81
03/19	03/06/2019	83920	AT&T	592-538-850.000	177.81
03/19	03/06/2019	83921	Charlevoix-Emmet ISD	703-040-234.218	49,353.30
03/19	03/06/2019	83921	Charlevoix-Emmet ISD	703-040-233.000	284.50
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-230.218	.01
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-236.218	.01
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-222.218	.01
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-228.218	.01
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-222.218	320.17
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-222.218	160.00
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-235.218	706.76
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-235.218	634.95
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-234.218	2,423.87
03/19	03/06/2019	83922	EMMET COUNTY BROWNFIELD	703-040-238.218	302.01
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-222.218	3,416.83
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-228.218	4,227.04
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-222.218	6,523.55
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-222.218	3,261.61
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-222.218	98.28
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-235.218	274.57
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-234.218	495.94
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-238.218	61.83
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-233.000	122.47
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-233.000	151.55
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-233.000	37.56
03/19	03/06/2019	83923	Emmet County Treasurer	703-040-233.000	18.78
03/19	03/06/2019	83924	GREENWOOD CEMETERY BOARD	703-040-238.218	6,154.28
03/19	03/06/2019	83924	GREENWOOD CEMETERY BOARD	703-040-233.000	35.49
03/19	03/06/2019		Gruler's Farm Supply Inc.	101-345-775.000	99.90
03/19	03/06/2019	83925	Gruler's Farm Supply Inc.	592-554-775.000	59.96
03/19	03/06/2019	83925	Gruler's Farm Supply Inc.	101-754-775.000	325.50
03/19	03/06/2019	83925	Gruler's Farm Supply Inc.	101-770-775.000	69.90
03/19	03/06/2019	83925	Gruler's Farm Supply Inc.	101-770-775.000	34.95
03/19	03/06/2019	83925	Gruler's Farm Supply Inc.	101-268-775.000	69.90
03/19	03/06/2019	83926	North Central Mich. College	703-040-235.218	14,393.61
03/19	03/06/2019	83926	North Central Mich. College	703-040-235.218	12,930.96
03/19	03/06/2019	83926	North Central Mich. College	703-040-233.000	157.54
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-236.218	7,047.94
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-237.218	1,303.25
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-237.218	914.04
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-237.218	387.42
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-233.000	260.96
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-233.000	46.71

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03/19	03/06/2019	83927	Petoskey Public Schools	703-040-233.000	32.78
03/19	03/06/2019	83927	Petoskey Public Schools	703-040-233.000	13.88
03/19	03/00/2019	83930	Fochtman's Auto & Truck Parts	582-586-775.000	20.71
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	5.20
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-010-111.000	22.34
03/19	03/07/2019	83930		661-598-932.000	139.12
03/19	03/07/2019		Fochtman's Auto & Truck Parts Fochtman's Auto & Truck Parts	661-598-931.000	6.00
03/19	03/07/2019	83930		661-010-111.000	10.61
03/19		83930	Fochtman's Auto & Truck Parts		23.94
03/19	03/07/2019 03/07/2019	83930	Fochtman's Auto & Truck Parts	101-345-775.000 661-598-932.000	23.9 4 27.68
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-785.000	22.82
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	46.61
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-598-932.000	11.73
03/19	03/07/2019			661-598-932.000	5.19
03/19	03/07/2019			661-598-785.000	11.68
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	5.16
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	30.66
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	28.96
03/19	03/07/2019	83930		101-345-775.000	40.68
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	57.00
03/19	03/07/2019	83930		661-598-931.000	7.85
03/19	03/07/2019	83930		661-010-111.000	18.36
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	240.97
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	18.76
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-010-111.000	85.20
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-010-111.000	6.69
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-598-931.000	100.85
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-010-111.000	13.30
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	20.92
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-785.000	3.06
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-598-785.000	27.03
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-010-111.000	83.94
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	240.97
03/19	03/07/2019		Fochtman's Auto & Truck Parts	661-010-111.000	27.25
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	66.67-
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-932.000	22.96
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-932.000	175.59
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-932.000	27.00-
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	55.38
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-759.000	143.08
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-785.000	23.04
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	5.25
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-932.000	18.00-
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	51.77
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-010-111.000	3.77
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	6.76
03/19	03/07/2019	83930	Fochtman's Auto & Truck Parts	661-598-931.000	23.85
03/19	03/08/2019	83931	Emmet Brick & Block Co.	248-540-882.180	290.72
03/19	03/13/2019	83932	All Traffic Solutions Inc.	582-590-775.000	7,510.00
03/19	03/13/2019	83933		582-593-850.000	129.81
03/19	03/13/2019		Beckett & Raeder Inc.	247-751-802.000	801.18
		83934		204-481-802.000	480.00

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/19	03/13/2019	83934	Beckett & Raeder Inc.	247-751-802.000	1,740.00
03/19	03/13/2019	83934	Beckett & Raeder Inc.	101-770-802.000	1,500.00
03/19	03/13/2019		Carlson, Benjamin	101-345-912.000	8.00
03/19	03/13/2019		CDW Government	582-584-802.000	148.13
03/19	03/13/2019		Cintas Corp #729	204-481-767.000	54.52
03/19	03/13/2019	83937		582-588-767.000	45.94
03/19	03/13/2019		Cintas Corp #729	592-560-767.000	28.09
03/19	03/13/2019	83937		592-549-767.000	28.09
03/19	03/13/2019	83938	Cintas Corporation	592-560-767.000	31.44
03/19	03/13/2019	83939	CITY OF PETOSKEY - DMB	271-790-724.000	100.00
03/19	03/13/2019	83940	David L Hoffman Landscaping & Nursery	204-550-802.000	10,441.40
03/19	03/13/2019	83941	Dinges Fire Company	101-345-985.000	8,335.50
03/19	03/13/2019	83941	Dinges Fire Company	101-345-985.000	342.24
03/19	03/13/2019		Dunkel Excavating Services Inc.	202-479-802.000	134.75
03/19	03/13/2019		Dunkel Excavating Services Inc.	101-268-802.000	608.69
03/19	03/13/2019		Dunkel Excavating Services Inc.	271-790-801.000	89.51
03/19	03/13/2019		Dunkel Excavating Services Inc.	582-593-802.000	196.93
03/19	03/13/2019		Dunkel Excavating Services Inc. Dunkel Excavating Services Inc.	514-587-802.000	895.12
03/19	03/13/2019		Dunkel Excavating Services Inc.	203-479-802.000	393.75
03/19	03/13/2019		Dunkel Excavating Services Inc. Dunkel Excavating Services Inc.		685.00
03/19		83943	Dunn's Business Solutions	101-345-802.100	
	03/13/2019			204-481-751.000	16.73
03/19	03/13/2019	83943	Dunn's Business Solutions	582-593-751.000	16.73
03/19	03/13/2019	83943		582-588-751.000	16.73
03/19	03/13/2019	83943		592-549-751.000	16.73
03/19	03/13/2019		Dunn's Business Solutions	592-560-751.000	16.73
03/19	03/13/2019		Dunn's Business Solutions	661-598-751.000	16.73
03/19	03/13/2019		Emmet Co. Dept of Public Works	101-529-802.000	6,241.30
03/19	03/13/2019		Factor Systems Inc.	101-208-803.000	5,731.01
03/19	03/13/2019		Fastenal Company	661-598-785.000	156.09
03/19	03/13/2019	83947		101-268-930.000	666.49
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03/19	03/13/2019	83948	First National Bank Omaha	101-101-751.000	38.50
03/19	03/13/2019	83948		101-400-751.000	38.50
03/19	03/13/2019	83948	First National Bank Omaha	101-172-860.000	367.64
03/19	03/13/2019	83948	First National Bank Omaha	101-101-860.000	175.10
03/19	03/13/2019	83948	First National Bank Omaha	101-756-912.000	748.34
03/19	03/13/2019	83948	First National Bank Omaha	101-770-751.000	114.46
03/19	03/13/2019	83948	First National Bank Omaha	101-268-775.000	92.82
03/19	03/13/2019	83948	First National Bank Omaha	101-770-775.000	293.23
03/19	03/13/2019	83948	First National Bank Omaha	101-265-775.000	128.46
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03/19	03/13/2019	83948	First National Bank Omaha	582-593-785.000	39.82
03/19	03/13/2019	83948	First National Bank Omaha	514-587-931.000	90.09
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03/19	03/13/2019	83948	First National Bank Omaha	101-345-912.000	121.82

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/19	03/13/2019	83948	First National Bank Omaha	101-345-913.000	842.28
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03/19	03/13/2019		First National Bank Omaha	101-345-751.000	105.21
03/19	03/13/2019	83949		592-025-343.000	164,552.07
03/19	03/13/2019	83950		101-345-931.000	437.50
03/19	03/13/2019	83951	Halstead, Jeffrey L.	101-756-808.030	60.00
03/19	03/13/2019	83952		101-770-771.000	266.00
03/19	03/13/2019	83953	Hewitt, Dennis	101-756-808.030	60.00
03/19	03/13/2019	83954	Hewitt, Scott	101-756-808.030	60.00
03/19	03/13/2019	83955	INFOGROUP, A SUBSIDIARY OF	271-790-760.000	355.00
03/19	03/13/2019	83956	Ingram Library Services	271-790-760.000	2,204.18
03/19	03/13/2019	83956	Ingram Library Services	271-790-760.100	1,111.81
03/19	03/13/2019	83956	Ingram Library Services	271-790-958.100	19.23
03/19	03/13/2019		Ingram Library Services	271-790-760.200	366.81
03/19	03/13/2019		K & J Septic Service LLC	592-554-802.000	510.00
03/19	03/13/2019		K & J Septic Service LLC	592-554-802.000	200.00
03/19	03/13/2019	83958		101-756-808.030	100.00
03/19	03/13/2019	83959	Mason County District Library	271-790-955.000	14.00
03/19	03/13/2019	83960	McCardel Culligan	101-770-802.000	8.00
03/19	03/13/2019	83961	McLaren Northern Mich Hospital	101-345-802.000	60.00
03/19	03/13/2019	83962	Mead & Hunt	592-556-802.000	900.00
03/19	03/13/2019	83963	Michigan Fire Inspectors Society	101-345-912.000	175.00
03/19	03/13/2019	83964	Michigan Public Power Agency	582-576-920.000	294,229.17
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03/19	03/13/2019	83965	MIDEASTERN MICHIGAN LIBRARY	271-790-912.000	75.00
03/19	03/13/2019	83966	Miller, Greg	101-756-808.030	120.00
03/19	03/13/2019	83967	N.M.A.C.P.	101-345-915.000	75.00
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03/19	03/13/2019	83969	Northern Michigan Law Enforcement	101-345-912.000	125.00
03/19	03/13/2019	83970	PENDO	271-790-752.000	168.82
03/19	03/13/2019	83971	Peninsula Fiber Network LLC	101-228-850.000	500.00
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03/19	03/13/2019	83973	•	592-549-802.000	744.64
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03/19	03/13/2019		POLICE AND FIREMEN'S INSURANCE	701-000-230.185	307.79
03/19	03/13/2019		Power Line Supply	582-593-785.000	334.50
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03/19 03/19	03/13/2019	83978	Scholastic Inc.	271-790-760.100	189.80
03/19	03/13/2019 03/13/2019	83979 83980	Smith, Edward J Spectrum Business	101-756-808.030 101-172-850.000	160.00 127.73
03/19	00/10/2019	03900	оробичні разінева	101-172-050.000	121.13

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GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
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03/19	03/13/2019	83980	•	582-588-850.000	85.16
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03/19	03/13/2019	83980	Spectrum Business	592-549-850.000	51.10
03/19	03/13/2019	83980	Spectrum Business	592-560-850.000	51.10
03/19	03/13/2019	83980	Spectrum Business	101-770-850.000	154.47
03/19	03/13/2019	83980	Spectrum Business	582-593-850.000	35.07
03/19	03/13/2019	83981	Staples Advantage	582-593-751.000	171.46
03/19	03/13/2019	83981	Staples Advantage Staples Advantage	101-201-751.000	335.13
03/19	03/13/2019	83981	Staples Advantage Staples Advantage	101-101-751.000	23.04
03/19	03/13/2019	83981	Staples Advantage Staples Advantage		53.99
			•	101-345-751.000	
03/19	03/13/2019	83981	Staples Advantage	101-172-751.000	347.54
03/19	03/13/2019		State of Michigan Department of LARA	582-081-642.300	3,686.52
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03/19	03/13/2019		State of Michigan-Department of LARA	582-081-642.200	167.40
03/19	03/13/2019	83983	State of Michigan-Dept of LARA	592-554-802.000	250.00
03/19	03/13/2019	83984	SYSCO GRAND RAPIDS	661-598-751.000	91.54
03/19	03/13/2019	83984	SYSCO GRAND RAPIDS	204-481-751.000	91.54
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03/19	03/13/2019	83984	SYSCO GRAND RAPIDS	582-593-751.000	91.54
03/19	03/13/2019	83984	SYSCO GRAND RAPIDS	592-549-751.000	91.55
03/19	03/13/2019	83984	SYSCO GRAND RAPIDS	592-560-751.000	91.55
03/19	03/13/2019	83985	T-Mobile	271-790-850.000	247.20
03/19	03/13/2019	83986	Top Line Electric LLC	592-558-802.000	90.00
03/19	03/13/2019	83987	Trophy Case, The	271-790-751.000	40.00
03/19	03/13/2019		Trophy Case, The	101-756-808.030	35.00
03/19	03/13/2019	83988	Unique Management Services Inc.	271-790-802.000	8.95
03/19	03/13/2019	83989	Up North Service LLC	204-550-802.000	200.00
03/19	03/13/2019		Verizon Wireless	101-345-850.000	53.21
03/19	03/13/2019		Verizon Wireless	592-549-850.000	1.04
03/19	03/13/2019		Verizon Wireless	582-588-850.000	10.97
03/19	03/13/2019		Verizon Wireless	101-345-850.000	36.01
03/19	03/13/2019	83990	Verizon Wireless	101-770-850.000	36.01
03/19	03/13/2019	83990	Verizon Wireless	101-345-850.000	.72
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03/19	03/13/2019	83990	Verizon Wireless	592-538-920.000	280.07
03/19	03/13/2019	83991	WESTON, CHRIS	101-756-808.030	120.00
03/19	03/13/2019	83992	Freshwater Charch	101-265-970.000	49,514.00
03/19	03/13/2019	83993	OHM Advisors	204-481-802.000	3,000.00
03/19	03/13/2019	83993	OHM Advisors	202-451-802.000	2,887.50

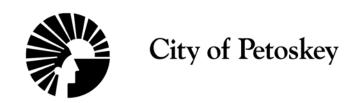
CITY OF PETOSKEY			Check Register - Council Check Issue Dates: 2/28/2019 - 3/14/2019		Page: 10 Mar 14, 2019 09:01AM	
GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount	
G	Grand Totals:				1,265,435.84	

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Report Criteria:

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83825 03	3/06/2019	Caudle, Ciara & Dylan	582081642300	33.59
83826 03	3/06/2019	Dripworks Coffee	582040285000	91.27
83827 03	3/06/2019	Hillside Club Apts	582081642300	44.15
83828 03	3/06/2019	Hogan, Michael	582081642300	79.46
83829 03	3/06/2019	Mix Co.	582081642300	56.08
83830 03	3/06/2019	Moore, Tiffany	582081642300	54.45
83831 03	3/06/2019	Petoskey Mall Association LLC	582081642300	302.64
83832 03	3/06/2019	Pinecrest Apts	582081642300	6.24
83833 03	3/06/2019	Pritchard, Roxanna	582081642300	13.65
83834 03	3/06/2019	R & R Develpment	582081642300	62.01
83835 03	3/06/2019	Riverview Terrace	582081642300	7.93
83836 03	3/06/2019	Young, Rebecca	582040285000	22.75
83837 03	3/06/2019	Zion Evangelical Lutheran Church	582081642300	120.81
83994 03	3/13/2019	Albrecht, Elissa	582040285000	21.31
83995 03	3/13/2019	Blair, Lisa	582588803000	25.00
Grand Totals:	:			941.34



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 PREPARED: March 14, 2019

AGENDA SUBJECT: Appointment Recommendations

RECOMMENDATION: That the City Council consider these appointments

The City Council will be asked to consider the following appointments:

• DOWNTOWN MANAGEMENT BOARD – Appointment of Brittany McNeil, 121 Division Street, to fill a vacated term ending December 1, 2020; and

• ZONING BOARD OF APPEALS – Reappointment of Ben Crockett, 1043 Curtis Avenue, for a three-year term ending April 2022.

sb Enclosures





City of Petoskey

FEB 2 8 2019



Page 1 of 2

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

Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application

process, plea	_	fy a City staff memb	er.	To :::				М	-	Г				
Name	McNe	:11	Brittany						Date 2	2	21	19		
		Last	First					ial						
Residence Address	121	Division St	Pe	etoskey	N	II	49770		Home Phone	616	46	0 7	518	
	Numbe	umber Street City State Zip												
Email Address	Brittan	ny.m.mcneil@gmail	l.com			Work 231 753 205. ■ Phone								
lease answ	er the fo	ollowing questions	using the s	pace provided										
1. What	Board or	r Commission interes	sts you and v	why are you ap	plying? _	Dow	ntown Ma	anagei	ment B	oard				
3. Descr Downto boardin progran 4. How r	el that we nity mer ribe any i bwn Peto g group n there i many cor ther help d have a	elieve your appointmy vorking downtown on the selection of the selection o	every day, on the community on mittee, Go of the commers expected to for a community on the commers expected to for a community on the community of the communi	expanding a des me valuable a Board or Co Grants board very Monday. und and support Petoskey? 6	e & fair in mmission through the are port the Y	or in the P gr	ess down ht to mak n another WRC. I h mbers at roup here	volunte ost a f LTYC	and be sions for capa ree con and vol e 45.	ing cor or the g city nmunit unteer	y wid	de pac	lots o od. ddle- ne LTS	
/hile it is no	t requir	ed, a resume is help	pful in the r	ecruitment pro	ocess for	City	y Boards	and Co	mmissi	ons.				
YES	NO Are	e you a registered vo	ter?											
YES 🗸	NO Are	e you currently in def	fault of taxes	or fines to the	City of Pe	etos	key?							
YES 🗸		you or immediate mmission?	family mem	bers currently	serve on	а (City Board	or Co	mmissio	n? If y	es, v	/hich	Board	
YES 🗸	NO Ha	ve you ever been co	nvicted of a	felony? If yes,	please ex	plai	n.							
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City of Petoskey

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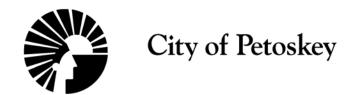
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101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

Application to Serve on a Board or Commission

			ach questic a City staff i			nd comple	tely. If you	ı requii	e any acco	ommo	dation 1	to com	plete	the ap	plication
■ Name	Cı	rockett			Benjamin			А		Date	3	1	2019		
			Last				First								
Resider Address	s 10	43 umber	Curtis	treet		Petoskey	City	MI State	49770 Zip		Home Phone		83	8 5	197
	Email crockett.benjamin@gmail.com Work Phone														
	Please answer the following questions using the space provided. 1. What Board or Commission interests you and why are you applying? ZBA														
How do you believe your appointment would benefit the City? I served a term on the ZBA and was elected vice-chair. I believe that I make thoughtful and considered decisions in this role.															
Describe any involvement in the community on a Board or Commission or in another volunteer capacity. One term ZBA appointment, Char Em United Way Americorps Vista															
	How many continuous years have you lived in Petoskey? 10 Any other helpful information relevant to your application. Currently professor at NCMC														
While it is not required, a resume is helpful in the recruitment process for City Boards and Commissions.															
✓ YES	NO	Are y	ou a registe	red voter	?										
YES	√ NO	Are y	ou currently	in defaul	It of tax	es or fines	to the City	of Petos	key?						
YES	√ NO		Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission?												
YES	√ NO	Have	Have you ever been convicted of a felony? If yes, please explain.												
applicant may be re	hereby equeste	gives d to do	ledges that permission so as perm	1 to the C	City to	release an	y records	or mate	rials recei ICL 15.231	ved by et sed	the Ci				
Applicant	Signatu	re.	1/2	-1 -		/ '			Date	. 3/1/2	2019				



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 PREPARED: March 14, 2019

AGENDA SUBJECT: Second Reading of a Proposed Ordinance Establishing a PILOT

Program for Harbor Village Apartments

RECOMMENDATION: That the City Council adopt the enclosed proposed ordinance

The following was included in the March 4, 2019 City Council agenda packet.

Background Harbor Village Apartments on Crestview Drive includes three separate buildings under the current ownership of Stratford Group LTD. See enclosed photos. The current owner, Ken Werth, is proposing to sell the three buildings to his son, Stephen Werth (JPS Petoskey LDHA LP), and would like City Council to consider approving a Payment In Lieu of Taxes (PILOT) program for all three buildings. Currently, there is a PILOT in place with a 10% annual service charge for the two senior citizen complexes (88 units). Mr. Werth is asking for an increase in the current 10% service charge for the senior housing units to 12.79% as well as a new PILOT for the third building, a family apartment complex with 48 units. The family apartment complex would have the same service charge percentage as the senior buildings, or 12.79%.

The PILOT is needed by the developer as part of an overall financing package using Federal Low-Income Housing Tax Credits administered through the Michigan State Housing Development Authority (MSHDA) that would permit the rehabilitation of the three complexes. To implement such a tax-credit program, the City Council would be required to adopt the enclosed ordinance amending the City Code taxation provisions. The City has approved the following PILOTS to provide affordable housing for low-income or elderly persons:

Harbor Village Senior Citizen Apartments
 10.00% annual service charge
 1401 and 1501 Crestview Drive

Riverview Terrace
 Bridge Street
 4.00% annual service charge

3. Traverse Woods 14.66% annual service charge 201 and 203 Lafayette Avenue

Who Qualifies for Affordable Housing Units? All of the units, except the manager's unit, will be restricted under both the USDA Rural Development Section 515 and the Low-Income Housing Tax Credit program. USDA uses a maximum income limit of 80% of Area Median Income (AMI). The tax credit program limit is 60% of AMI or an average of 60% of the entire building. An applicant that applies would pay no more than 30% of their adjusted income, including a utility allowance for electricity, and if they can't afford the basic rent, the project based rental assistance pays the balance. These restrictions would be the same restrictions as Traverse Woods and Riverview Terrace.

The AMI in Emmet County is \$68,000 with 60% of AMI being \$40,800. The apartment complexes also accept Section 8 vouchers which help low-income residents pay their rent.

Proposal and Annual Service Charge Calculation The proposed PILOT with Werth Development Incorporated would not require a property tax reduction, but replace property taxes with an annual service charge that is equal to the property taxes that would have been received if not for the PILOT. Based upon discussions with the developer and comparing current taxes on the family apartments with revenues derived from the annual 10% service charges on the two senior buildings, Staff recommends the annual service charge be set at 12.79% for all three buildings. With this approach the annual service charge revenues would equal what the City would have realized through property taxes and the current 10% annual service charge. (The service charge percentage, 12.79%, is calculated on the annual rental income of the property less utility costs.)

For illustration, in 2017 the City collected \$78,539 in revenues with \$47,195 in property taxes for the family apartment complex and \$31,344 in PILOT dollars for the 10% annual service charge for both senior citizen buildings. Using rental income that has been provided by the company, a PILOT service charge rate of 12.79% would be necessary to equal the amounts that otherwise would have been collected as revenues from property taxes and the current 10% annual service charge on the senior citizen buildings.

Proposed monthly rents would be in the mid to upper \$400 range per month for both the senior citizen units and the family complex for qualifying persons or families.

Mr. Werth is proposing over \$6.5 million in building rehabilitations for all three buildings that includes but not limited to energy efficiency LED lighting, high efficiency boilers, low flow toilets, new windows, additional insulation, and efforts to reduce air infiltration. See enclosed correspondence from Mr. Stephen Werth dated February 25, 2019.

Enclosed is a draft PILOT ordinance developed and reviewed by City Attorney Jim Murray. Staff has also included a one-page summary of "What is a PILOT" from the Community Housing Network.

<u>Action</u> PILOTs are a fairly common investment incentive that municipalities use to promote affordable housing within the community. Staff recommends approval of the PILOT ordinance at the second reading based upon the following:

- 1. Passage of the PILOT ordinance would continue to address a growing need for affordable housing units within the community.
- 2. There is no reduction in revenues to the City as the 12.79% annual service charge is equal to the current property taxes on the family unit and the 10% annual service charge on the senior apartments that the City is currently receiving.
- 3. Developer would invest \$6.5 million into the existing structures maintaining a valuable affordable housing development for many years to come.
- 4. Economic stimulus to the community by investing \$6.5 million in Harbor Village Senior Citizen Apartments and the Harbor Village Family Apartments.

This is the second reading of a PILOT ordinance for Harbor Village Apartments. If City Council is comfortable with the ordinance at this time, a motion could be made "to approve the PILOT Ordinance for Harbor Village Senior Citizen Apartments I and II as well as the Harbor Village Family Apartments located on Crestview Drive."

Harbor Village Senior Citizen Apartments I and II





Harbor Village



WERTH INVESTMENTS, LLC

458 WEST BALDWIN PO BOX 7 ALPENA, MI 49707 (989) 358-8080 FAX (989) 354-5923

February 25, 2019

Mayor Murphy and the Petoskey City Council 101 E. Lake St. Petoskey, MI 49770

Reference: Payment in Lieu of Tax Ordinance (PILOT) Request

Dear Mayor Murphy and the City Council of Petoskey:

We are requesting your support for the adoption of a Payment in Lieu of Tax Ordinance (PILOT) for the following affordable rental housing developments located behind Hobby Lobby on Crestview Drive in the City of Petoskey:

Harbor Village Senior Citizen I Apartments
Harbor Village Senior Citizen II Apartments
Harbor Village Apartments (family)

Total

44 units
44 units
44 units
44 units
45 units
46 units

Between 1991 and 1993, these properties were built by my father, Ken Werth, and his brother, Lowell. They have been managed by Stratford Group, Ltd since the original construction. This company is also a family owned business and manages over 1400 other affordable apartment units around the state of Michigan.

All these apartment homes were originally developed to be affordable under the regulations of the United State Department of Agriculture – Rural Development Section 515 program and the Low-Income Housing Tax Credit program and continue to provide area families and senior citizens, a clean, safe and affordable place to call home.

Since the time these three properties were constructed, the City of Petoskey has permitted the two senior citizen properties to pay a 10% PILOT allowed under State Housing Development Authority Act of 1966. For some reason, the 48-unit family development was not included in this benefit, even though the property qualifies under the same provisions and income restrictions.

The purpose of this PILOT Ordinance request is to allow the inclusion of the 48-unit Harbor Village Apartments under a new PILOT Ordinance so that we can apply for the necessary funding to perform a total renovation of these apartment homes, to bring them up to "like new" condition. This proposed project will include approximately \$6.5 million dollars in construction spending that will be used to completely renovate all 136 units with new siding, energy efficient windows, roofing, doors, cabinets, countertops, flooring, Energy Star appliances, high-efficiency boilers and water heaters and many other improvements. As part of this process, we will be incorporating many "green" building materials and equipment to increase the energy efficiency of the buildings. Many of these upgrades are also required as a result of new

building codes and accessibility codes adopted since the original construction. A Scope of Work indicating the proposed renovations is attached.

The funding for these renovations is made possible through a competitive application process for federal Low-Income Housing Tax Credits (LIHTC) which is administered by the Michigan State Housing Development Authority (MSHDA). The renovated properties will also remain financed under a USDA — Rural Development Mortgage and will continue to provide project based rental assistance for 97 of the 136 units, for the lowest income residents that need it. To qualify for this funding, it is necessary to obtain this new PILOT Ordinance so that the property taxes for all units are based on the income generated from the residents, like the 88 senior citizen units have since new.

These developments are not like a typical market rate investment property. They are subject to many federal and state regulations, such as maximum income restrictions to qualify residents for occupancy and the inability to rent to full time students. The property does not enjoy the benefits of appreciation or unrestricted cash flow. Because these properties are government financed, they are continually inspected to ensure compliance with all state and federal regulations for the safety and satisfaction of the tenants. As part of the refinancing and renovation process, the current mortgages will be extended for another 30 years and the Low-Income Housing Tax Credit use restrictions will be extended for 45 years. This will ensure that these apartment homes stay affordable rental housing in the City of Petoskey for many years to come.

I have been working with Mr. Robert Straebel and Mr. Alan Terry to put together a PILOT Ordinance that we anticipate will be acceptable to the City. The result is a PILOT Ordinance with a rate of 12.79% which incorporates both the family and senior citizen apartment homes. This rate is higher than what is currently in place for the 88 senior citizen units but is needed to bring the 48 family units into this PILOT Ordinance and keep the City whole, based on the current tax revenue.

With this PILOT Ordinance in place and a successful tax credit funding award, the developments will continue to have a positive, sustainable impact on the community by providing:

- a) Reinvestment in existing structures and renewing a valuable asset to the community.
- b) Preserving safe and affordable housing for the residents and the work force of the community in a convenient location with easy access to local businesses, medical facilities, educational facilities, recreational areas and shopping, regardless of their income or social class.
- c) Utilization of many "green" building products and systems that benefit the environment and the residents.

The application deadline for the Low-Income Housing Tax Credits is April 1st and we are diligently working to get this proposal submitted for this round. If we are successful, the renovations could begin as early next fall.

My family has been property owners in the Petoskey community for over 27 years and we have done our best to provide a safe and healthy environment for the residents at these properties. I believe we have proven that we are a reputable organization and would like to continue providing current and future residents with the same level of service they have come to expect at our developments. With the addition of the much-needed renovations, this affordable housing development will continue to be an asset to the community and a great benefit to the residents of Petoskey.

Very truly yours,

Werth Investments, LLC

Stephen K. Werth

PROPOSED SCOPE OF WORK

Harbor Village Family Apartments Harbor Village Senior Apartments I & II Petoskey, Michigan

UNIT INTERIORS:

- Drywall repair and repainting, as needed
- Replace doors, casing and base, as needed
- Replace vinyl flooring and carpet
- Replace door hardware
- Painting and caulking
- Install new bath accessories
- Replace cabinets and countertops
- Install new Energy Star refrigerator and dishwasher
- Install new electric range
- Install new over-the-range microwave in nonbarrier free units
- Install new garbage disposal
- Install new kitchen sink, bath lavatory, water saver toilet, tub/shower units
- Install new faucets with water saving aerators
- Install new light fixtures with energy saver led bulbs
- Install new window blinds
- Replace or repair hydronic baseboard as required
- Install thru-wall air conditioning unit
- Install new Cat5e network cable and RG-6 coax cable to each unit.

BUILDING INTERIORS - COMMON AREAS:

- Drywall repair and painting, as needed
- Replace doors, casing and base, as needed
- Replace door hardware
- Replace flooring
- Replace laundry area countertops
- Replace light fixtures including energy saving led bulbs
- Replace plumbing fixtures with water saving type
- Replace boilers, zone valves, pumps and water heater with high efficiency type equipment

BUILDING EXTERIOR:

- Install new vinyl siding, trim, fascia and soffit
- Install new 30 yr. shingles
- Install new gutters and downspouts, as needed
- Replace windows and sliding glass doors with Energy Star rated units
- Replace building entry doors

SITE IMPROVEMENTS & REPAIRS:

- Repair or replace sidewalk and site concrete as required
- Resurface parking lot; install curbs where needed
- Replace and/or renovate existing site lighting; add new lights, as needed; install energy saving led bulbs
- Install new landscaping; remove overgrown trees and shrubs and install maintenance strip, as needed.
- Replace dumpster enclosures with vinyl fencing
- Replace site signage with more attractive style
- Install new playground at family buildings with new, more modern equipment
- Install new sprinklers, as needed, and upgrade existing sprinklers, as needed, all with moisture sensors

CITY OF PETOSKEY TAX EXEMPTION ORDINANCE ORDINANCE NO:

An Ordinance to provide for a service charge in lieu of taxes for an existing multiple family dwelling project for low- and moderate-income persons and families financed with a federally-aided and/or Authority-aided Mortgage Loan or an advance or grant from the Authority pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, *et seq*) (the "Act").

THE CITY OF PETOSKEY ORDAINS:

SECTION 1. This Ordinance shall be known and cited as the "City of Petoskey Tax Exemption Ordinance for JPS Petoskey LDHA LP".

SECTION 2. Preamble

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low to moderate income and to encourage the development of such housing by providing for a service charge in lieu of ad valorem property taxes in accordance with the State Housing Development Authority Act of 1966 (1966 PA 346, as amended, MCLA Section 125.1401 *et seq.*, MSA Section 116.114(1) et. seq.) (the "Act"). The City of Petoskey is authorized by said Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under the Act at any amount it chooses not to exceed the taxes that would be paid but for the Act. It is further acknowledged that such housing for persons of low and moderate income is a public necessity, and as the City of Petoskey will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of housing developments which are constructed and financed in reliance on such tax exemption.

The City of Petoskey acknowledges that <u>JPS Petoskey Limited Dividend Housing Association Limited Partnership</u>, a <u>Michigan Limited Partnership</u> (the "Sponsor") has offered, subject to receipt of a Low Income Housing Tax Credit Reservation from the Michigan State Housing Development Authority, to erect, rehabilitate, own and/or operate a housing development identified as <u>Harbor Village Apartments – Parcel No.: 51-19-07-100-015, Harbor Village Senior Citizen I Apartments – Parcel No.: 51-19-07-100-016 and Harbor Village Senior Citizen II Apartments – Parcel No.: 51-19-07-100-017 (the "Housing Development") on certain property <u>located at 1301, 1309, 1317,1325, 1401 & 1501 Crestview Drive, respectively, in the City of Petoskey</u> to serve persons of low and moderate income and that the Sponsor has offered to pay the City of Petoskey on account of this housing development an annual service charge for public services in lieu of all taxes.</u>

SECTION 3. <u>Definitions</u>

All terms shall be defined as set forth in the State Housing Development Authority Act of 1966, being Public Act of 346 of 1966 of the State of Michigan, as amended, except as follows:

- a) Act means the State Housing Development Authority Act, being Public Act 346 of 1966 of the State of Michigan, as amended.
- b) Annual Shelter Rent means the total collections benefiting the Housing Development during an agreed annual period from all occupants of a housing development representing rent or occupancy charges, less overage paid to Rural Development, exclusive of Utilities.
- c) <u>Authority</u> means the Michigan State Housing Development Authority, a public body, corporate and politic of the State of Michigan.
- d) <u>Rural Development</u> means the United States Department of Agriculture-Rural Development through the Rural Rental Housing Program under Section 515 of the federal Housing Act of 1949, as amended.
- e) <u>Housing Development</u> means a development which contains a significant element of housing for persons of low and moderate income and such elements of other housing, commercial, recreational, industrial, communal and educational facilities as the Authority determines improves the quality of the development as it relates to housing for persons of low and moderate income.
- f) <u>Low- and Moderate-Income Persons</u> means persons and families eligible to move into a Housing Development assisted by the Authority and/or Rural Development.
- g) Mortgage Loan means a loan made, transferred, to be made or to be transferred by Rural Development and/or the Authority to the Sponsor for the acquisition, construction, rehabilitation and/or permanent financing of the Housing Development.
- h) <u>Sponsor</u> means person(s) or entity(ies), which have applied or will apply to Rural Development and/or the Authority for a Mortgage Loan or reservation of Low Income Housing Tax Credits to finance a Housing Development.
- i) <u>Utilities</u> means, gas, water, sanitary sewer service and/or electrical service, which are paid by the Housing Development.

SECTION 4. Class of Housing Development

It is determined that the class of Housing Development to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be that portion of a development which is for low- and moderate-income persons and which is financed or assisted pursuant to the Act. It is further determined that Harbor Village Apartments, Harbor Village Senior Citizen I Apartments and Harbor Village Senior Citizen II Apartments are of this class and solely for the benefit of Low and Moderate Persons as defined herein.

SECTION 5. Establishment of Annual Service Charge

The Housing Development identified as <u>Harbor Village Apartments</u>, <u>Harbor Village Senior Citizen I Apartments</u> and the property on which they are constructed shall be exempt from all ad valorem property taxes from and after the transfer of the Housing Development to the Sponsor. The City of Petoskey acknowledging that the Sponsor, Rural Development and the Authority have established the economic feasibility of the Housing Development in reliance upon the enactment and continuing effect of this Ordinance and the qualification of the Housing Development for exemption from all ad valorem property taxes and a Payment In Lieu Of Taxes (PILOT) as established in this Ordinance, and in consideration of the Sponsors offer, subject to receipt of a Low Income Housing Credit Reservation from the Authority or a Mortgage Loan from Rural Development, to rehabilitate, own and operate the Housing Development, the City agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes. The annual service charge shall be equal to 12.79% of the Annual Shelter Rents, as defined in this Ordinance, actually collected by the Housing Development during each operating year.

SECTION 6. <u>Limitation on the Annual Service Charge.</u>

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the Housing Development which is tax exempt and which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Development if the Housing Development were not tax exempt. The term "low-income persons or families" as used herein shall be the same meaning as found in Section 15(a)(7) of the Act.

SECTION 7. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15(a)(5) of the Act, to the contrary, a contract between the City of Petoskey and the Sponsor, with the Authority and Rural Development as third-party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

SECTION 8. Payment of Service Charge.

The service charge in lieu of taxes as determined under the Ordinance shall be payable in the same manner as general property taxes are payable to the City of Petoskey and distributed to the several units levying the general property tax in the same proportion as provided with the general property tax in the previous calendar year. The annual payment for each operating year will be paid on or before September 1st of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MLC 211.1 et seq).

SECTION 9. Duration

This Ordinance shall remain in effect and shall not terminate so long as the Mortgage Loan remains outstanding and unpaid or the Housing Development remains subject to income and rent restrictions under Section 42 of the Internal Revenue Code of 1986, as amended; provided, that rehabilitation of the Housing Development commences within twenty-four (24) months from the effective date of this Ordinance.

SECTION 10. Severability

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect the validity of the Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

SECTION 11. Inconsistent Ordinances

All ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

SECTION 12. Effective Date

This Ordinance shall take effect fourteen (14) days following its enactment published once within seven (7) days after its enactment as provided by Charter.	and	shall	be
Adopted, enacted and ordained by the City of Petoskey City Council this2019.	day o	of	
Adopted:			
Effective:			
Mover			
Mayor			

City Clerk

Page Address: https://communityhousingnetwork.org/what-is-a-pilot/

What is a PILOT?

By C.J. Felton · January 25, 2016

Most people think of a PILOT as a person who flies a plane, or the device that lights your stove or furnace. Those of us who work in real estate development and community revitalization have a different definition for a PILOT, and it is one of the more important and useful resources in our development toolbox.

A PILOT, or Payment in Lieu of Taxes, is an investment incentive negotiated between a taxing authority (typically a municipality) and a developer. The PILOT replaces a traditional property tax assessment with a limited and/or deferred payment, in place, or in "lieu", of the summer and winter property taxes that most property owners in Michigan pay.



Housing development PILOTS are most often multi-year agreements with payments based on a percentage of net collected rents.

In essence, the municipality agrees to accept a lesser amount of property tax revenue in exchange for all of the other economic benefits that come from the new development. In the case of housing development, these benefits include direct municipal revenues from things such as building permits, water and sewer, property licensing and inspection fees, and additional property tax revenues from increased property values in the area surrounding the new development. There is also indirect benefit to the community from new residents who contribute to the local economy.

PILOTS can often make it possible for developers to invest in communities and neighborhoods where it would be difficult to develop if the property was subject to taxation on the assessed value of the property. PILOTS help form long-term partnerships between developers and the municipalities and are an important tool in creating places where people want to live, work, and play.



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 DATE PREPARED: March 14, 2019

AGENDA SUBJECT: Second reading of an ordinance to replace Section 21-39 (2) of the

Petoskey Code of Ordinances

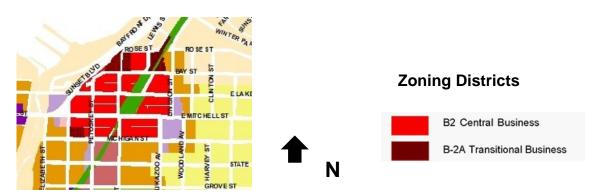
RECOMMENDATION: That City Council adopt the enclosed proposed ordinance

<u>Background</u> Section 21-39 of the Code of Ordinances regulates on street parking from December 1 – April 1 for snow removal purposes. Section 21-39(2) has regulations specific to the Central Business District in order to allow for efficient snow removal in this dense mixed-use area. In 2014, the B-2A Transitional Business District was created in the area north of Bay Street that had previously been zoned B-2 Central Business District. Staff was unaware that Section 21-39 (2) Overnight On-Street Parking had regulations specific to the CBD Zoning District, so now that the area is zoned B-2A Transitional Business District, the regulations do not apply. This issue was brought to the attention of the Department of Public Safety, who believes that the B-2A Transitional Business District needs to be treated the same as the B2 Central Business District for snow removal purposes.

City Council conducted a first reading at the March 4, 2019 meeting. Per City Council's direction, staff mailed 51 letters to area residents and businesses that may be affected by the ordinance on March 6 and no comments were received. See enclosed sample letter.

<u>Summary</u> The proposed ordinance amendment would include the B-2A District as an area that needs to be free from on-street parking between the hours of 3:00 A.M. and 5:00 A.M., Sundays through Saturdays, annually, from December 1 to the following April 1. The highlighted text below is the proposed change.

Overnight On-Street Parking Section 21-39 (2) Downtown exception. The provisions in this section shall not apply to public streets within the B-2 Central Business District or the B-2A Transitional Business District. Within these two zoning districts (B-2 and B-2A), no motor vehicle shall be parked on any public street between the hours of 3:00 A.M. and 5:00 A.M., Sundays through Saturdays, annually, from December 1 to the following April 1.



Recommendation Staff recommends that City Council adopt the enclosed proposed ordinance.

at Enclosure

AN ORDINANCE TO REPLACE SECTION 21-39 (2)

The City of Petoskey ordains:

1. Section 21-39 (2) of the Petoskey Code of Ordinances is hereby terminated in its entirety and replaced with the following:

Downtown exception. The provisions in this section shall not apply to public streets within the B-2 Central Business District or the B-2A Transitional Business District. Within these two zoning districts (B-2 and B-2A), no motor vehicle shall be parked on any public street between the hours of 3:00 A.M. and 5:00 A.M., Sundays through Saturdays, annually, from December 1 to the following April 1.

2. Conflicting Standards.

If any of the standards set forth in this amendment conflict with any other standards of previous or further ordinances or amendments, the stricter standards shall apply.

3. Repeal; Savings Clause.

All ordinances, resolutions, or orders, or parts thereof, in conflict with the provisions of this ordinance are, to the extent of such conflict, repealed.

4. Severability.

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

5. **Effect.**

This ordinance shall take effect fifteen (15) days following its enactment and shall be published once within seven (7) days after its enactment as provided by Charter.

Adopted, enacted and ordained b	by the City of Petoskey City Council this	day of
	John Murphy Its Mayor	
	Alan Terry Its Clerk	

March 6, 2019

Current Occupant 101 East Lake Street Petoskey, MI 49770

RE: Property Address

Dear Current Occupant,

Please be advised that City Council will be reviewing a proposed ordinance to update the overnight, onstreet parking requirements for the downtown area north of Bay Street. This area used to be included in the B-2 Central Business District and has always been subject to the December 1 – April 1 parking restriction that requires cars to be removed from the streets between the hours of 3:00 A.M. and 5:00 A.M. due to the need for snow removal from the downtown area as there are no green lawns for snow storage.

It was recently brought to our attention that the regulation specified the Central Business District, while your property zoning was changed to B-2A Transitional Business District in 2014. The ordinance before City Council is a text amendment to the parking regulation to expand the language to include the B-2A District. Specifically, the proposed language would be amended to read:

Central business district Downtown exception. The provisions in this section shall not apply to public streets within the B-2 Central Business District and B-2A Transitional Business District zones. Within these zoning districts (B-2 and B-2A) B-2 Central Business District zone, no motor vehicle shall be parked on any public street between the hours of 3:00 A.M. and 5:00 A.M., Sundays through Saturdays, annually, from December 1 to the following April 1.

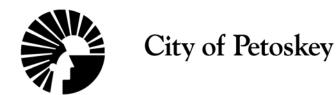
Again, this area has always been considered part of downtown and is included in the parking exempt district managed by the Downtown Management Board (DMB). The ordinance change is needed for enforcement purposes.

Please provide this information to any tenants that use the area. There is off-street parking available in the Arlington Park across from the Perry Hotel, the Saville Lot behind Roast and Toast, and the Elks Lot next to Pennsylvania Park. See the DMB website at www.petoskeydowntown.com/parking and the enclosed downtown parking lot map. The proposed ordinance will receive a second reading for possible adoption at the March 18 City Council meeting. Any written comments can be sent via email to citymanager@petoskey.us by end of the business day Wednesday, March 13, 2019.

Sincerely,

Rob Straebel City Manager

Enclosure



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 **PREPARED:** March 12, 2019

AGENDA SUBJECT: Sunset Park Stair Tower Replacement Bid

RECOMMENDATION: That the City Council authorize a contract with Sajdak

Construction Inc. for Sunset Park stair tower replacement

Background The wood stair tower that links Bayfront Park to Sunset Park is approximately 30 years old and is in dire need of replacement. Every year staff spends several hours replacing boards, tightening the railings and making sure it is safe for pedestrians to use. This project has been identified for replacement in the last two master plans and in recent Capital Improvement Plans.

City staff recommends proceeding with the stainless steel stair tower as specified. Alternate bids were reviewed that included galvanized stair treads but after conferring with the architects, all agreed stainless is a better product for the long term. Stainless steel is a solid material that will not corrode, even when scratched. Galvanized steel is essentially a surface treatment that, once lost, will expose untreated metal, which can corrode and lead to higher maintenance costs. Additionally, salt or other thawing agents will not affect stainless steel if there is ever the desire to maintain during the winter months.

Beckett and Raeder staff have reviewed references provided by Sajdak Construction and found positive performance reports on past projects. Beckett and Raeder staff also reviewed the bidding documents and construction schedule with Sajdak, who is prepared to complete the work to the satisfaction of the City of Petoskey.

<u>Proposals</u> City staff, along with Beckett and Raeder, prepared and advertised detailed bid specifications for the "Petoskey Sunset Park Stair Tower" dated January 9, 2019. Bid invitations were also sent to construction service associations and builders plan rooms by the architect. There was a mandatory pre-bid meeting on January 21, 2019 at City Hall. Bids were opened at 2:00 P.M. on Tuesday, February 5, 2019. There were three bids received and the results are as follows:

<u>Bidder</u>	<u>Amount</u>
Sajdak Contractor Prudenville, MI	\$489,000
Richter Construction, Inc. (RCI) Traverse City, MI	\$545,639
Industrial Maintenance Services, Inc. Escanaba, MI	\$642,236

Review This project is identified in the 2019 Capital Improvement Plan and falls within the TIFA district. There was a budgeted amount in the TIFA funds of \$315,000 for this project. The TIFA Fund's 2019-year end cash balance is anticipated to be approximately \$1,234,000. The cost of the stair tower will decrease the balance of the TIFA Fund to approximately \$745,000. The amount remaining in the TIFA account more than satisfies the bond debt requirement.

<u>Recommendation</u> City staff recommends City Council authorize contracting with Sajdak Construction, Inc. from Prudenville, MI, for \$489,000 for replacement of the Sunset Park stair tower.

kk Enclosure

Beckett&Raeder

Landscape Architecture Planning & Engineering

March 11, 2019

Mr. Kendall Klingelsmith Director, Parks and Recreation City of Petoskey 101 E. Lake St. Petoskey, MI 49770

Regarding: Sunset Park Stair Tower, Bid Award Recommendation

i) informed

Dear Mr. Klingelsmith,

On February 5, 2019, The City of Petoskey received, opened and publicly read aloud three bids for construction of the Sunset Park Stair Tower project. Based on the bids as submitted, the bids from lowest to highest were as follows:

SAJDAK Construction Inc., Prudenville, Michigan \$489,000.00

RCI/Richter Construction Inc., Traverse City, Michigan \$545,639.00

Industrial Maintenance Services, Inc., Escanaba, Michigan \$ 642,236.00

All bidders acknowledged receipt of Addendum No. 1, provided the required Bid Security and were represented at the Mandatory Pre-Bid Conference.

We have reviewed the references submitted by Sajdak Construction, Inc. and they have reported positively on their performance on past projects. In addition, we spoke with Mel Sajdak from Sajdak Construction, Inc., and were assured that the Contractor had a complete understanding of the bidding documents and construction schedule and is prepared to complete the work to the satisfaction of the City of Petoskey.

Accordingly, we recommend the Contract be awarded to Sajdak Construction Inc. in the amount of \$ 489,000.00.

Please contact me if you require any additional information.

Respectfully Submitted,

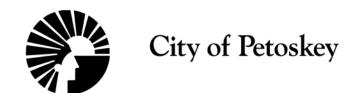
Beckett and Raeder Inc.

Tim Knutsen, Sr. Associate

Beckett & Raeder, Inc. 113 Howard Street Petoskey, Michigan 49770

231.347.2523 ph 231.347.2524 fx

www.bria2.com



Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 **PREPARED**: March 8, 2019

AGENDA SUBJECT: 2018 Public Safety Annual Report Presentation

RECOMMENDATION: That the City Council hear this presentation

<u>Background</u> Public Safety Director Matthew Breed will give a brief presentation to City Council concerning the department's 2018 annual statistics. The 2018 Annual Report is enclosed for your review.

Action City Council hear presentation.

sb

Enclosure



ANNUAL REPORT 2018

City of Petoskey – Department of Public Safety

Prepared by:
Director Matthew Breed
PSO Daniel Smith
Office Assistant Gina Ellenberger



Petoskey Department of Public Safety Staff



Director Matthew Breed



Lt. Adrian Karr



Lt. Todd Troxel



Lt. David Schultz



Lt. Michael Parker

Public Safety Officers:

William Bowen
Benjamin Carlson
Lawrence Donovan
John Duch
Karl Fritz
Scott Gosciak
Frederick Haalck

Erik Hoig

James Kushner

Scott Lamont

Matthew Mikulski

Daniel Smith

Keenan Sugg

Adam Whitley

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Mission Statement

The mission of the Petoskey Department of Public Safety is to provide professional community-oriented police, fire and emergency medical services. We are committed to creating and maintaining an active community partnership with those we serve. We are dedicated to protecting lives and property while maintaining order and assuring fair and equal treatment to everyone.

The Petoskey Department of Public Safety is a proactive agency dedicated to excellence through quality customer service. We shall maintain our high level of professionalism through training, education, innovation and accountability. We shall foster an atmosphere where department members treat each other fairly, honestly, and equally.

Through commitment to quality service the department will meet the public safety needs of the community, recognizing the values of fairness, equality, and respect for human dignity.

Petoskey Department of Public Safety 2018 Annual Report

The Petoskey Department of Public Safety is committed to providing the best possible service for everyone who lives, works, or visits our city. We believe in a strong partnership with all members of the community in an effort to keep Petoskey a safe, vibrant city.

Police, fire and emergency medical services are provided through a unified Department of Public Safety. The Department staff of nineteen sworn officers (crossed-trained as certified law-enforcement officer, firefighter, and EMT), six part-time Public Safety Officers, three paid-on-call firefighters, and one administrative clerk provide a wide range of services to the citizens of Petoskey and Bay Harbor. The Department operates nine pieces of fire equipment, eight patrol vehicles, and two boats. All Public Safety vehicles are equipped with emergency medical equipment.

The Fire Division provides programs involving inspections, fire prevention programs in area schools, conducts fire station tours and provides public appearances and displays of equipment at community events.

Fire/EMS Calls for Service

2014	2015	2016	2017	2018
692	643	653	701	806

Breakdown of Fire and EMS Calls For Service 2018 Total: 806

EMS Calls	549
Fire Calls	257

The Law Enforcement Division of Public Safety handled 8,626 requests for service in 2018, an increase of 544 from 2017. In 2018, the Department logged 7,107 complaint numbers, an increase of 413 from 2017.

Complaint numbers are generated for activities such as criminal investigations, health and safety checks, suspicious persons or vehicles, alarms, and assisting other departments. Other activities are logged, but not assigned complaint numbers. These are usually events that need no follow-up by an officer. Some of these activities include administrative tasks, assisting citizens, and court appearances.

The Law Enforcement Division handles requests for services involving criminal investigations, civil disputes, traffic enforcement, traffic accident investigations, health and safety issues, property maintenance ordinance violations, and general assistance to the public such as vehicle unlocks. In 2018, the Department of Public Safety made 465 total arrests, an increase of 7 over 2017. Of that total, 153 were felony arrests and 312 were misdemeanor arrests.

Incident	Petoskey	Bay Harbor
911 Hang Up	72	2
Abandoned Vehicle	52	1
Accidents	526	19
Alarms	276	89
Animal Complaint	141	6
Assault/Domestic Violence	63	1
Assist Ambulance	498	21
Assist Other Agency	254	0
Breaking and Entering	6	0
Civil Matters/Disputes	241	3
Conspiracy	1	0
Damage to Property	11	0
Disorderly Conduct	33	0
Embezzlement	6	0
Fire	13	1
Fraud	16	2
General Assistance	569	15
Health and Safety	269	4
Juvenile Complaint	69	0
Larceny	62	1
Liquor Violations	10	1
Lost and Found Property	126	2
Mental Health	81	0
Miscellaneous Non-Criminal	330	6
Misdemeanor Traffic Offense	27	0
Natural Death	6	1
Noise Complaint	30	2
Obstructing Justice	76	0
Obstructing/Resisting Officer	10	0
Ordinance Violation	122	1
Operating While Intoxicated	43	1
Parking Violation	180	3
Public Relations	83	4
Property Inspection	76	2
Sex Offense	23	1
Stalking/Intimidation	7	0
Suspicious Situations	792	25
Threats	2	0
Traffic Policing	62	3
Traffic Stops	1,195	46
Trespass Unlock	5	1
Violation of Controlled Substance Act	338 29	9
Weapons Offense	3	0
Total	6,834	273
Total	0,034	213

Law Enforcement Calls for Service 2013-2018

	2013	2014	2015	2016	2017	2018
Bay Harbor	405	341	329	343	319	324
Petoskey	8,600	7,639	7,519	7,598	7,763	8,302
Total	9,005	7,980	7,848	7,941	8,082	8,626

Nuisance Ordinance Enforcement

In early 2010 the Petoskey City Council adopted the International Property Maintenance Code. This Code, in conjunction with the City's nuisance ordinances, provides the tools needed to address health/safety issues as well as concerns commonly referred to as blight complaints. The Department of Public Safety took the lead in enforcement of these ordinances. The ordinances deal with grass, weed, and vegetation issues; garbage/rubbish; trailer violations; unlicensed or disabled vehicles; sign violations; front yard parking; for sale signs on public property; dumpster problems; and unsafe or unsecured buildings.

Potential violations are referred to Public Safety through complaints by citizens and by observations made by Public Safety Officers. Officers work closely with the community to attempt to gain voluntary compliance and we try to assist residents and business owners in any way possible to correct the problem and avoid enforcement measures.

In 2018, the Department of Public Safety handled 123 investigations related to Nuisance Ordinance complaints. In addition to the ordinances below, complaints regarding fireworks, hammocks, and dumpsters were also investigated. All of the investigations were closed by voluntary compliance.

Type of Ordinance Violation	Officer Initiated	Citizen Initiated	Citation	Closed/ Corrected
Front Yard Parking	1	2	0	3
Grass, Weeds, Vegetation	41	8	0	49
Rubbish/Garbage	1	16	0	17
Trailer	7	5	0	12
Sign Violations	2	0	0	2
Unlicensed or Disabled Vehicles	4	3	0	7

Safety/Educational Programs

The Petoskey Department of Public Safety is committed to working with the community to educate citizens and to assist them in keeping their families safe and secure. Our officers help each year by participating in a variety of community events and functions. Public Safety Officers speak to school children, give station tours for youth groups, attend job fairs, conduct fire safety demonstrations, prepare DNA kits and fingerprinting for families, and assist area groups with various requests.

In 2018, the Petoskey Department of Public Safety spent over 500 hours on community outreach and educational programs.





TEAM

We provide a structured TEAM (Teaching, Educating, and Mentoring) program to area students. TEAM is a curriculum developed by the Michigan State Police and is approved by the Department of Education for students of every age. In 2018, Officer Benjamin Carlson presented the program to local schools and spent time with students to teach basic safety information. The program deals with topics such as food safety, stranger awareness, firearm safety, bullying, the criminal justice process, fire safety, homeland security, along with many others. The program is a great opportunity to allow students to interact with officers.





Community Connections



Petoskey Little League adapted a Challenger Division this year to accommodate players with a physical or intellectual challenge. Members of Public Safety met with the team for a game at Bates Park.



Former Firefighter, Jörg Richter, rode his bike across the U.S. to raise money for The Care for Rare Foundation. Jörg, originally from Germany, began his journey in San Francisco and ended in New York City. He visited children's hospitals along the way while staying nights at various Fire Stations. In August, Jörg was our overnight guest.

During Festival on the Bay, Public Safety hosted a Waterball Competition. This year's Waterball was won by Kevin Shaw, Captain of Springvale Township Fire Department, and his father Art Shaw, retired Public Safety Officer. Community members were invited to watch the competition as well as operate a fire hose.







Lt. Schultz, along with DNR Conservation Officer Budreau, hosted a Hunter Safety Course. The class was very popular and citizens of all ages attended (above, left). In addition to our own Open House, we also attended the Downtown Summer Open House (above, right).



Lt. Karr and PSO Mikulski spent some time with the College 4 Kids program. The Char Em sponsored program toured the stations and learned about becoming a Public Safety Officer.





PSO Noble chats with Santa after the Petoskey Holiday Parade. Unclaimed bikes from our lost and found are donated at the end of the year to the local Salvation Army.

Public Safety Open House

On June 2, 2018, the Petoskey Department of Public Safety held its ninth annual Open House. We invited the community to come into our workplace and spend some time with Public Safety officers and staff. This event took place at the downtown fire station, located on West Lake Street.

The event was very well attended, with approximately 500 people visiting the station. Guests were treated to free snacks, refreshments and gifts; all donated by local businesses.

The Michigan State Police (with their K-9 officer), Emmet County Sheriff's Office (with their boat), United States Coast Guard, Emmet County EMS, Resort Bear Creek Fire Department, and the Office of Emergency Management also participated in the event.









Citizen Academy

In 2018 the Petoskey Department of Public Safety conducted its eighth annual Citizen Academy. The Academy was put together to help give the community a better working knowledge of our operations, policies, and procedures. The Academy is open to all members of the community and at no cost to the students.

The 24-hour block of instruction is very comprehensive, covering different topics each week. Participants received instruction in fire operations, emergency medical services, criminal law, interviewing and interrogation, and crime scene investigation. The class took tours of Central Dispatch and the Emmet County Jail. Emmet County Sheriff Peter Wallin, Emmet County EMS Director Randy Weston, Lt. Derrick Carroll from the Michigan State Police along with their K-9 Officer, Emmet County Prosecutor James Linderman, and 90th District Court staff member Lisa Smith and Magistrate Katrina Martin all gave presentations to the class.







Detective Position

In June of 2010, the Department created a fulltime detective position by assigning one Public Safety Officer to investigations. The detective handles all follow-up investigations from complaints taken by officers as well as a variety of other duties. In 2018, Detective Donovan worked on 242 new cases, obtained 83 felony arrest warrants, 41 misdemeanor arrest warrants and 37 search warrants. Detective Donovan also assisted the Petoskey schools on 125 complaints.



Officer Donovan served as Detective since 2016. The Detective position is on a three year rotating schedule to allow numerous officers the opportunity to serve. At the end of 2018, Officer Donovan returned to road patrol and Officer Mikulski began his service as Detective.

Administrative Services

The administrative offices of Petoskey Department of Public Safety are located within City Hall at 101 East Lake Street. The office processes all criminal paperwork, accident reports, court records, and complaint documentation. Services also include fingerprints for citizens, as well as assisting citizens with walk-in complaints or phone calls. Additionally, the administrative office completed 162 Freedom of Information requests, 13 permits to purchase a handgun, and 61 pistol sales records in 2018. The administrative offices also provides a Prescription and Over-the-Counter Drug (POD) Drop Off location for city residents. In 2018, the department safely disposed of approximately 918 pounds of medications and assisted in the disposal of PODs in neighboring counties as well.



Northern Michigan Mutual Aid Emergency Response Team (NMMA ERT)

The NMMA ERT is comprised of law enforcement officers and emergency medical personnel from several counties working together as a team to respond to high risk incidents. NMMA ERT consists of three teams covering 21 counties in Northern Michigan, with the local team being Team 1. The department has served with the NMMA ERT since 2001 and had three officers on Team 1 in 2018; Lt. Michael Parker (Team Leader), Lt. Todd Troxel (Negotiator), and Officer Larry Donovan (Operator and Negotiator).

Training

The National Tactical Officers Association (NTOA) standard for a tactical team is to have at least 16 hours of training per month. Team 1 conducted monthly training throughout the year to meet this standard. Training included hostage rescue operations, national critical incident debriefs, pistol and rifle tactics, and demonstrations of new tactical equipment and technology.

New Equipment

In 2018, Team 1 added an enclosed trailer to their Bear Cat armored vehicle that is kept loaded with necessary equipment to handle a variety of emergent situations. This trailer has sped up the deployment of the Bear Cat as the Team no longer needs to load the equipment prior to responding to a call. With the assistance of a grant, members also are now equipped with fire retardant pants and Ballistic Helmets. Negotiators also received a new communications and a throw phone.

Retirements

Officer Donovan retired from the Team in 2018 after serving for 13 years.





Two NMMA ERT members display their full uniform and equipment. Citizens were able to inspect the NMMA ERT command unit during our summer Open House.

Retirements

In August of 2018, two long-term members of the Public Safety Department retired. Lt. Randy Weston (below, left) retired after serving for 27 years with the Public Safety Department. Don Boening (below, right with Director Breed) retired after 30 years of service with the Fire Department.





Promotion

Michael Parker was promoted to Lieutenant upon Lt. Weston's retirement. Lt. Parker has served with the Petoskey Department of Public Safety since 1998. He also serves as our firearms and defensive tactics instructor, physical assessment coordinator and Team Leader for the Northern Michigan Mutual Aid Emergency Response Team.



New Officer

William Bowen joined the Public Safety Department in November. Officer Bowen previously served as a Deputy with the Emmet County Sheriff's Office.



2018 Honors Board of Review Recipients

The Petoskey Department of Public Safety Honor Board of Review is made up of the Director of Public Safety Matthew Breed, Lieutenant Adrian Karr, and Detective Larry Donovan. The Board reviews requests for recognition of meritiorous servce by department members. These requests for awards are submitted by department members who wish to have fellow department members, public safety personnel from other departments, or citizens recognized for outstanding service to the community or to the department. The awards were presented to recipients at the Petoskey City Council meeting in the Council Chambers.

Lifesaving Award

PSO Dan Smith
Paramedic Dane Rasper
A-EMT Amy Thompson

On February 20, 2018 a 57 year old man collapsed while jogging on the treadmill at Center City Gym. Two men present at the gym began life saving efforts. Due to another emergent situation within the City of Petoskey, PSO Dan Smith was the only officer available to respond to the call for service. Once on scene, PSO Smith activated his AED and delivered two shocks. CPR was continued. Emmet EMS Paramedic Dane Rasper and A-EMT Amy Thompson arrived on scene and took control of lifesaving efforts. Emmet EMS staff administered heart stimulating medications while aggressive CPR was continued by Smith, Rasper and Thompson. A short time later the patient began breathing on his own. The patient was transported to McLaren Northern Michigan Hospital and taken to surgery.

This patient would not have survived were it not for the prompt response of bystanders, PSO Dan Smith, Paramedic Dane Rasper, and A-EMT Amy Thompson all working together.

Lifesaving Award

PSO Scott Gosciak

PSO Scott Lamont

PSO Adam Whitley

On February 18, 2018, Public Safety Officers and Emmet EMS staff were dispatched to an apartment complex for a possible overdose. Dispatch advised they were responding to a call involving a female that had reportedly been depressed, spoken to the crisis hotline, and shortly thereafter took approximately 20 unknown pills.

Officers Scott Gosciak, Scott Lamont, and Adam Whitley arrived on scene and found an unresponsive female collapsed in the hallway with very shallow respirations. Officers immediately provided patient care including administering Naloxone, along with high flow oxygen through a nonrebreather mask. This improved the patient's shallow respirations. Officers continued to monitor the patient's condition until the arrival of Emmet EMS staff at which time the patient was rapidly transported to McLaren Northern Michigan Hospital where she eventually made a full recovery.

Teamwork, proper training, and experience provided a favorable outcome to a potentially tragic incident.

Certificate of Merit

Ben Slocum

On March 17, 2018 Petoskey Public Safety Officers were dispatched to a business in reference to a customer who was threatening staff and displaying aggressive behavior. Upon arrival, officers made contact with the subject who was now on the sidewalk being loud, using foul language, and smelling of intoxicants. The aggressive behavior was soon directed at the responding officers. PSO Lamont and Gosciak advised the subject he was under arrest for disorderly conduct and public intoxication. While attempting to take the subject into custody, he became combative with the officers. This resulted in the officers struggling on the ground while attempting to take the actively resisting suspect into custody.

Petoskey Firefighter and business owner Ben Slocum was observing the incident and quickly made the decision to help the officers. Mr. Slocum was able to pull one of the suspect's hands within reach of the officers. This allowed PSO Gosciak and PSO Lamont to safely handcuff the opposite hand. Ben Slocum's willingness to assist in the altercation reduced the risk of harm to the officers as well as the suspect. This selfless act is appreciated by our department and should be commended.

Public Safety Commendation

Lt. Adrian Karr PSO Erik Hoig PSO Matthew Mikulski

On October 2, 2018 Lt. Karr, PSO Mikulski, and PSO Hoig responded to a volatile domestic violence situation within the City of Petoskey. While addressing the domestic disturbance, officers observed what they believed to be items associated with the sale of narcotics within the residence. The scene was secured, a search warrant was obtained, and a significant amount of illegal narcotics, paraphernalia, and cash were located throughout the residence.

Lt. Karr, and PSOs Mikulski and Hoig worked diligently to effectively investigate, arrest, and prosecute these subjects who were involved in the procurement and sales of illegal narcotics in the community.

Citizen's Award

Katelynn Murray Danielle Hill

On February 6, 2018 St. Francis Xavier CDC Lead Teacher Katelynn Murray and CDC Teacher Aid Danielle Hill observed a small child begin coughing during naptime. Murray and Hill determined that the child was not just coughing but was actually choking. Murray began administering back-blows and was able to dislodge a barrette from the child's airway. Hill immediately contacted 911 and assisted Murray with care of the child until first responders arrived.

Murray and Hill's quick recognition of the emergency and prompt actions mitigated a grave threat to a child's life. We feel these actions should be commended.

Training

Each year Public Safety Officers receive training in a variety of areas. In addition to firefighting and emergency medical service training, in 2018 officers participated in a law enforcement training schedule that included firearms proficiency, weapon retention, domestic violence investigations, legal updates, fire investigator training, emergency response to active shooter situations, standardized field sobriety, meth lab investigations, field training officer, physical fitness, and emergency driving.

In collaboration with North Central Michigan College, officers obtained a significant amount of EMS training for their continuing education and four members completed a fire officer training program. One officer also completed his Paramedic training while another gained Instructor Certification for EMS credits. This certification allows the department to offer EMS training to officers in house as opposed to sending officers to outside training.

The department also received some very valuable training in dealing with citizens suffering from mental illnesses from North Country Community Mental Health.

Total training hours for the department in 2018 was 3,200, for an average of about 168 hours per officer.

Law Enforcement	1,000
Fire	1,200
EMS	1,000
Total	3,200

2018 Training (In Hours)





Public Safety Officers, along with the Michigan State Police, Emmet County Sheriff's Office, Resort Bear Creek Fire Department, and Emmet EMS, participated in an active shooter training at the Petoskey High School. The training not only involved rescuing victims and searching for offenders, but also medical treatment and identifying explosive devices. The department followed up this training by meeting with school staff and providing training on school security and what to do in several emergency scenarios.

Public Safety Stations

Public Safety Station West is located along the Bay Harbor corridor. The building is approximately 5,000 square feet, and houses two pieces of firefighting equipment, a rescue boat, an office area, a day room, an exercise room, and a lobby for the public. Six part-time officers are supporting our full-time officers in staffing the Bay Harbor facility. Since opening the station, response times for emergency calls to Bay Harbor have improved from an average of eight minutes to an average of just over four minutes.



Fire Station #1

100 West Lake Street

Apparatus assigned to Station #1:

- One 1500 GPM Rescue Engine
- One 100' Aerial Ladder
- One 1250 GPM Engine
- Two Support Vehicles
- One 12' Rescue Boat

Fire Station #2 – Station West (Bay Harbor)

3625 Charlevoix Road

Apparatus assigned to Station #2:

- One 1500 GPM Rescue Engine
- One 70' Aerial Ladder
- One 12' Rescue Boat
- One Patrol Unit





Department Overview

November 21, 1880 was a blustery Sunday. A gale force wind blew from the west as snow clouds threatened. At about 1:00 P.M. the cry of fire was heard throughout Petoskey as a store at 314 East Lake Street began to blaze. The efforts of the town's people to extinguish the flames were hindered not only by the wind, but also by other circumstances. The buildings were all constructed of wood and stood side by side. By the time the fire was finally extinguished it had destroyed a hotel, three stores and a small house. This fire was the first recorded fire in Petoskey and the start of organized fire protection, originally known as the Petoskey Hook and Ladder Company.



This 1920's photo shows members of the Petoskey Volunteer Fire Department working on extinguishing a building fire.

The scope of saving lives and property has both transformed and increased as service demands change and expectations grow. In addition to fire suppression, the Department of Public Safety of today provides emergency medical services, fire prevention, special operations responses, and public education.

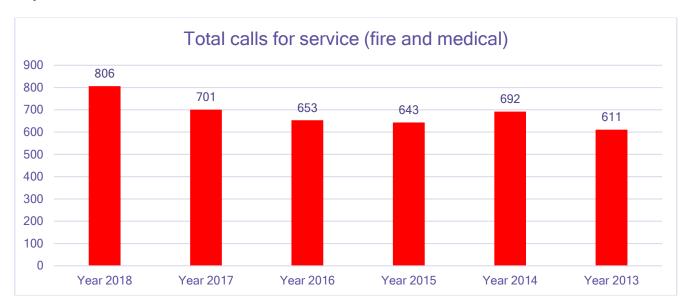
Not only have service expectations grown, but the hazards that firefighters encounter daily have changed. Lightweight building construction, fire and smoke behavior, blood borne pathogens, distracted and inattentive drivers, and an alarming rise in cancer diagnoses have changed the fire service environment. It is more dangerous than ever to serve as a firefighter. Through training, education, experience and dedication, the department continues to demonstrate constant professionalism in addressing these concerns both proactively and as they occur.

Did You Know?

- Fridays are the busiest day of the week for calls for service and Sunday is the slowest.
- The average price of a new fire engine is just over \$500,000
- The clothing firefighters wear weighs close to 100 lbs. and cost \$8,000 for each firefighter.
- A single fire hose sprays almost 180 gallons of water per minute.
- All new buildings built in the city are reviewed for fire safety prior to construction.
- Most calls for service are to one and two family homes.

Fire and EMS Calls for Service

Since 2010, the Department of Public Safety has experienced a 17% increase in calls for service. In 2018, officers responded to more calls for fire and medical emergencies than in any other year in the history of the department. Of the 806 calls for fire or medical services, 56 requests were answered in Bay Harbor.



These incidents include the extinguishment of fires, treatment and extrication at vehicle accidents, hazardous materials responses, fire alarms, weather-related incidents and providing prehospital basic life support. The department also provides mutual aid assistance to neighboring communities. Our two strategically located stations utilize a combination of career, part-time and paid on call firefighters providing 24 hour protection.





Emergency Medical Services

Approximately 70% of the calls for emergency medical or fire services answered in 2018 were medical in nature. 549 calls were answered, a 14 percent increase compared to 2017. The Department of Public Safety operates under licensing issued by the Michigan Department of Community Health. Petoskey is the only fire department in Emmet County operating at the "basic-non transport" level. This license is one level below the paramedic level.

With an average response time of 4.4 minutes from the time of notification by the 911 center until arrival, we are often the first medical unit on the scene. All officers hold at minimum a "basic EMT license" with some officers also holding "paramedic" licensing.

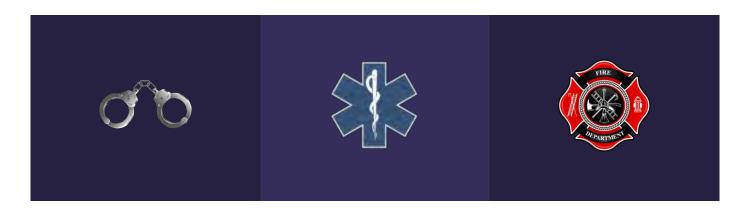




Basic medical equipment carried on both of the departments licensed fire engines includes; Automatic External Defibulator, Oxygen, Splints, Glucose monitoring, Narcan, Airways and OB kits.

The most life threatening condition we encounter is a patient experiencing Cardiac Arrest. In 2018 the Department had three incidents where we arrived on scene first with a patient in Cardiac Arrest. The national survival rate is less than 10 percent. We were successful in treating one of the three patients. Due to early intervention this patient survived and is living a healthy normal life.

Seeing this person leave the hospital is one of the most rewarding parts of our job.



Training

To provide superior service, the most essential item in a fire department is a highly trained and effective workforce. The officers of the Department of Public Safety train rigorously every year to prepare for the unexpected. This preparation ensures that every incident is handled by an extremely capable and professional crew.

Annually the department documents over 1,200 hours of training. To keep firefighters as prepared as possible, a yearly training calendar is created. The training plan ensures that the department keeps abreast of new training and technologies. The firefighters are required to evolve with the changing times, as well as keep their time honored skills sharp. Firefighters are tasked with making quick decisions on scenes and they develop those skills on the training ground.

Yearly training includes:

Fire Behavior
Confined Spaces
Elevator Rescue
Vehicle Extrication
Firefighting Strategies/Safety

Water Supply
Search and Rescue
Pre-incident Planning
Incident Command
Officer Development

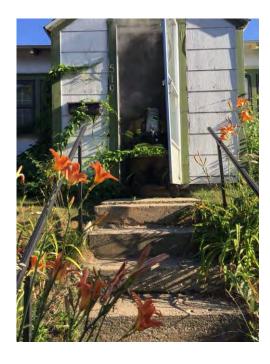
Hazardous Materials
Fire Prevention
Emergency Medical Services
Ladders
Ventilation



Department of Public Safety Officers participated in a multi-jurisdiction training exercise using a donated school bus.



A house on West Jefferson that was set for demolition was generously donated to the department for training prior to demolition.



Fire Prevention and Public Education

Fire prevention education is a high priority for our department. Each year we visit over 800 children in kindergarten, first, and second grades in the Petoskey School District. We also conduct several station tours throughout the year. Participating in several public events also helps us deliver our message of creating a fire safe community.







Fire Related Injuries/Fatalities

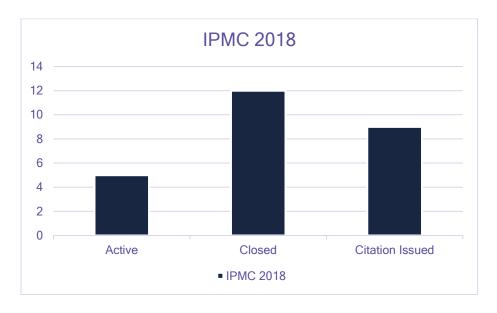
Once again in 2018 there were no injuries or fatalities to civilians. 75% of fire deaths occur in residential buildings (our homes). Working smoke alarms are the key to early notification of a fire and successfully being able to escape safely. Our department continues to offer free smoke alarms to city residents.

No firefighters were injured during their duties in 2018.

International Property Maintenance Code (IPMC) International Fire Code (IFC)

In 2010, the Petoskey City Council adopted by ordinance both the International Property Maintenance Code and an updated version of the International Fire Code. These codes were adopted to regulate and govern the conditions and maintenance of properties, buildings, and structures. These codes provide standards that must be met to ensure that structures are safe, sanitary, and fit for occupancy and use.

The Petoskey Department of Public Safety enforces these ordinances through inspections and investigations conducted by our fire inspectors. The main focus of the Department is to identify problem areas, isolate the violations, and then work with the property owners to correct the situation. Voluntary compliance is the goal, and enforcement action is only taken in cases where no other alternatives are available.





2018 Petoskey Department of Public Safety Summary of Activities:

Law Enforcement Calls for Service 2014-2018

	2014	2015	2016	2017	2018
Bay Harbor	341	329	343	319	324
Petoskey	7,639	7,519	7,598	7,763	8,302
Total	7,980	7,848	7,941	8,082	8,626

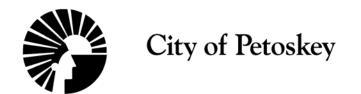
Fire/EMS Calls for Service

2014	2015	2016	2017	2018
692	643	653	701	806

Breakdown of Fire and EMS Calls For Service 2018 Total: 806

EMS Calls	549
Fire Calls	257





Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 **PREPARED**: March 13, 2019

AGENDA SUBJECT: Submission of a MDNR Recreation Passport Grant Application for

two Pickleball Courts at Riverbend Park

RECOMMENDATION: That the City Council adopt the enclosed resolution

Background City staff is preparing a Michigan Department of Natural Resources Recreation Passport Grant Application for the development of two pickleball courts at Riverbend Park. For the last year, the City along with the Little Traverse Bay Pickleball Association have been fundraising and planning this project. To date, there is approximately \$90,000 raised through grant writing and fundraising efforts. The City publicly bid the project which was opened on February 12. The low bid of \$168,000 for two courts was substantially more than what could be afforded to build the courts, thus the decision was made to pursue a grant through the Recreation Passport Program. While there are still some small funding opportunities to pursue, there is not enough to build two courts without greater funding.

Pickleball is one the fastest growing sports in America. The game is played on a hard surface smaller than a tennis court. Two players on either side of a net volley a plastic ball back and forth using a solid racket about the size of a racquetball racket. While the majority of the players tend to be 55 and older, it is a great activity for any age.

The Passport Grant program is made up from the sale of the Recreation Passport which replaces the motor vehicle permit required for state park entrance. Ten percent of the sales of the Recreation Passport is earmarked specifically for local development projects, with particular focus on renovating and/or improving existing facilities at parks. The addition of pickleball courts at Riverbend Park would qualify as an improvement to the existing park.

<u>Description of Grant Project</u> The project will include two pickleball courts surrounded by fencing with sidewalk accessibility.

Project elements include:

1. Two tournament specified courts

2. Accessible sidewalk

3. Site restoration

Project Costs: Grant \$125,000

City Match \$100,000 (raised dollars)

Total Project \$225,000

<u>Public Meeting</u> On January 14, 2019, the Parks and Recreation Commission held an advertised public meeting to present the proposed grant project and to receive public comment as required by grant guidelines. There were 22 residents at the meeting and all who commented on the proposed project expressed support, excitement and thanks to the City for cooperation.

Parks and Recreation Resolution The Parks and Recreation Commission, at its January 14, 2019 meeting, adopted a formal resolution in support of the project and requested that City Council adopt a resolution in support of the submission of the prepared grant application to the Michigan Department of Natural Resources Recreation Passport Grant for \$125,000 in funding, commit to the project match not to exceed \$100,000 and authorize Robert Straebel, City Manager, or his designee as the City's representative for the project. Resolution enclosed.

<u>Action</u> That City Council consider a motion to adopt a prepared resolution endorsing the submission of the grant application to the Michigan Department of Natural Resources Recreation Passport Grant in the amount of \$125,000, commit to the project match not to exceed \$100,000 and authorize Robert Straebel, City Manager, or his designee to serve as the City's representative for this project.

kk Enclosures



Resolution

WHEREAS, the City of Petoskey Parks and Recreation Commission desires to enhance recreational and opportunities within its park system; and

WHEREAS, improvements at Riverbend Park would include two accessible pickleball courts, sidewalks and site work at an estimated project cost of \$225,000; and

WHEREAS, the Riverbend Pickleball Courts contributes to the goals and objectives identified in the 2018-2022 City of Petoskey's Parks and Recreation Master Plan, and also the Capital Improvement Plan outlining the need and the desire to develop this within our park system; and

WHEREAS, the State of Michigan Department of Natural Resources is accepting applications for funding assistance through the Michigan Natural Resources Recreation Passport Grant Program for park development projects contributing to the goals and objectives identified within the municipality's approved Parks and Recreation Master Plan; and

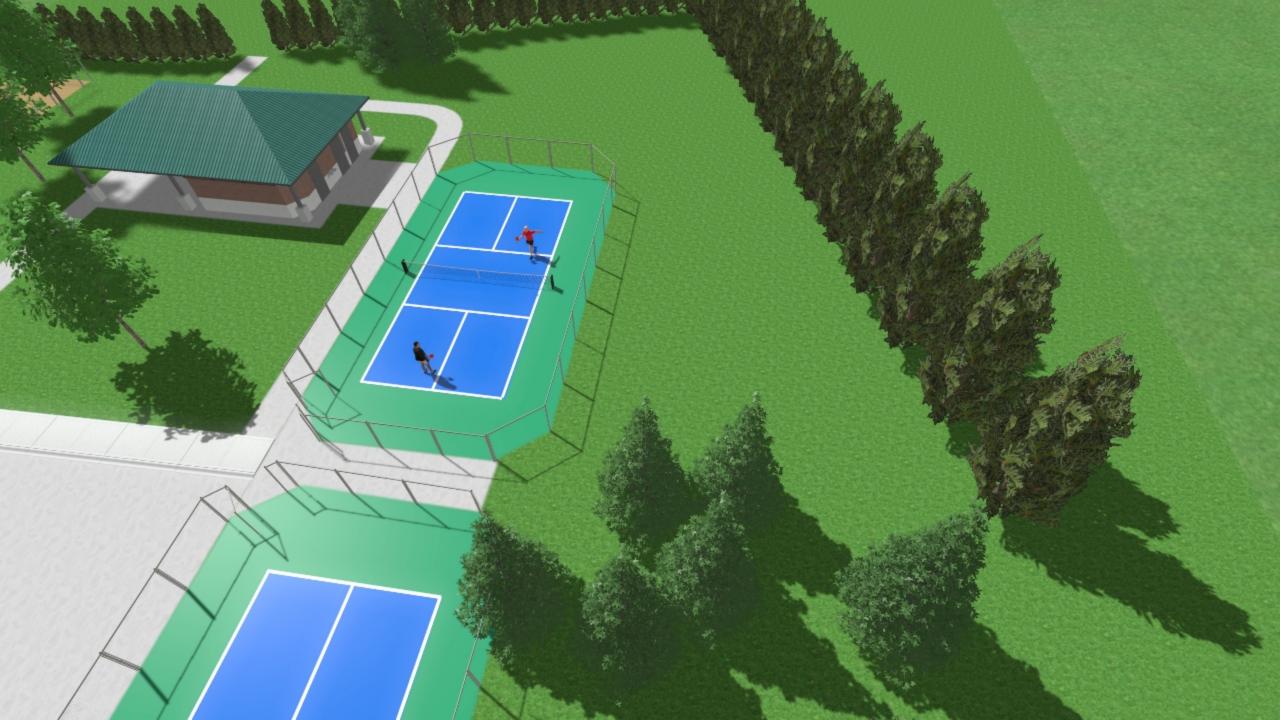
WHEREAS, the Parks and Recreation Commission, at its January 14, 2019 meeting, adopted a formal resolution in support of the project and requested that City Council adopt a resolution in support of the submission of the prepared grant application to the Michigan Department of Natural Resources Recreation Passport Grant for \$125,000 in funding, commit to the project match not to exceed \$100,000 and authorize Robert Straebel, City Manager, or his designee as the City's representative for the project; and

WHEREAS, further request that the City Council consider committing up to 44% local match, that being \$100,000, toward these improvements which are estimated at \$225,000:

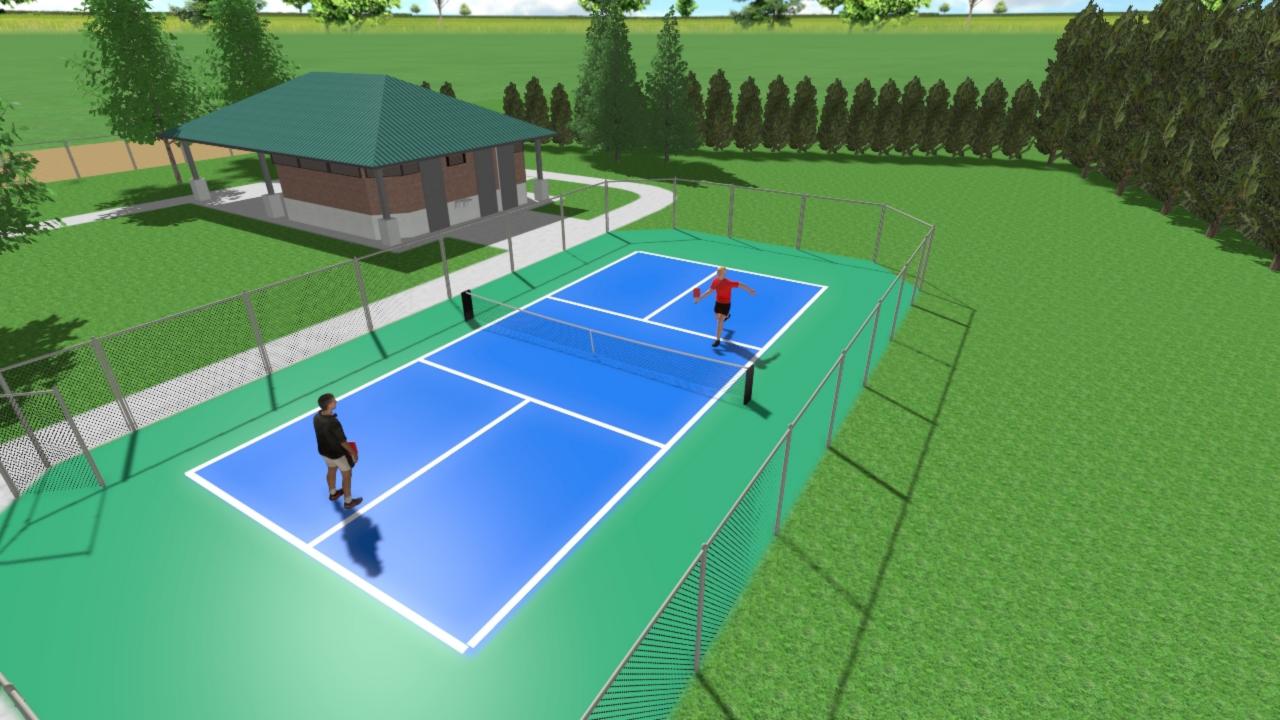
NOW, THERFORE, BE IT RESOLVED, that the City of Petoskey Parks and Recreation Commission, acting as appointed officials, request that the City of Petoskey City Council adopt a resolution to authorize Robert Straebel, City Manager, or his designee to serve as the City's representative for this project and authorize the submission of the application through the Recreation Passport Grant Program application and provide grant funding in the amount of \$125,000.

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 of Petoskey City Council in regular session assembled on the 18th day of March 2019, and of the whole thereof.

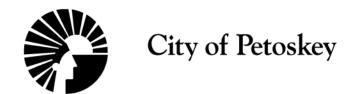
In	witness where	of, I have here	unto set my	/ hand and	affirmed the	e corporate	seal of	said
City this _	day of _	, 2019.						
				-				
				Alaı	n Terry, City	Clerk		











Agenda Memo

BOARD: City Council

MEETING DATE: March 18, 2019 PREPARED: March 14, 2019

AGENDA SUBJECT: Liability and Property Insurance Coverage

RECOMMENDATION: That the City Council adopt the enclosed resolution

Background The City currently receives liability and property insurance service through Peterson McGregor with coverage provided by Trident and Argonaut Insurance Companies. Municipal Underwriters of West MI, Inc., who is the area representative for The Michigan Township Participating Plan (PAR), along with the Michigan Municipal League - Meadowbrook Insurance (MML), requested an opportunity to present a proposal to the City for liability and property insurance.

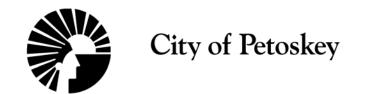
The City switched carriers in 2010 to Cadillac Insurance (now Peterson McGregor) from the Michigan Municipal League were the City had been for 21 years. Proposals were again obtained in 2016 when the City's insurance remained with Peterson McGregor.

The City's current policy, which expires on March 31, was provided to the insurance agents along with additional information as requested to ensure the proposals would meet the City's needs for coverage types, limits and deductible amounts. Proposals were received from all three carriers and reviewed and compared as coverages vary between carriers for different items.

<u>Proposals</u> The low bid was provided by The Michigan Municipal Underwriters of MI (PAR Plan) and was determined to meet the City's needs as all of the proposals did. Coverage through the PAR Plan provides \$5,000,000 in liability coverage, with property coverage for City facilities totaling \$40,695,950 along with comparable deductibles. The program has excellent references and currently serves other area municipalities including: Charlevoix, Boyne City, Gaylord and Grayling.

<u>Action</u> The City has received excellent service from Peterson McGregor for the past 9 years, but staff feels confident that the PAR Plan provided through Municipal Underwriters Insurance of West MI will also provide excellent service and recommends City Council approve the resolution to purchase liability and property insurance from Municipal Underwriters Insurance of West MI.

at Enclosures



Resolution

WHEREAS, as the City of Petoskey requested and received proposals for liability and property coverage, with coverage to begin on April 1, 2019; and

WHEREAS, the proposals were reviewed and determined to meet the City's insurance needs with the low amount being provided by Municipal Underwriters of West MI, Inc.:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby authorizes obtaining liability and property insurance from Municipal Underwriters of West MI with coverage provided through The Michigan Township Participating Plan and totaling \$111,630 for 2019.

CITY OF PETOSKEY

Insurance Quotes March 2019

Insurance Company	Property Limit		General Liability		Amount	
Argonaut Insurance Company - Trident Ins Greg Burroughs 231-499-6003 Peterson McGregor and Assoc. 8410 M-119, Harbor Springs, MI 49740	\$ 40,695,950	\$	7,000,000	\$	139,918	
The Michigan Township Participating Plan (Par F Paul Olson 231-421-5008 Municipal Underwriters of West Michigan 4171 Wolverine Dr., Williamsburg, MI 49690	Plan) \$ 40,166,198	\$	5,000,000	\$	111,630	
Michigan Municipal League (MML) Connie Monson 877-370-8892 Meadowbrook Insurance Group 26255 American Drive, Southfield, MI 48034	\$ 40,695,860	\$	5,000,000	\$	126,844	