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According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540).

According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications.

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

CITY COUNCIL

June 15, 2020

1. Call to Order - 7:00 P.M. – Virtual meeting from remote locations
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Proclamation – Hear proclamation against systemic racism
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
 - (a) June 1, 2020 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since June 1, 2020
6. Miscellaneous Public Comments
7. City Manager Updates
8. Appointments – Consideration of appointments to the District Library Board and Greenwood Cemetery Board

9. Old Business

- (a) Discussion concerning a request from Bay and Howard Street hotel developers to commence work on an Act 381 Brownfield Work Plan
- (b) Third discussion concerning potential changes to the City Charter
- (c) Adoption of a proposed resolution that would establish dates and designate locations for 2020 Ward and City Conventions

10. New Business

- (a) First reading of a proposed PILOT Ordinance for Lofts at Lumber Square
- (b) Discussion concerning establishing an official park land designation for city-owned property at Mitchell Street and US-31 Highway

11. City Council Comments

12. Adjournment



WHEREAS, the City of Petoskey City Council is outraged and appalled by the recent murders of George Floyd, Ahmaud Arbery, Breonna Taylor, Tony McDade and countless other African Americans that have lost their lives to racial violence and police brutality; and

WHEREAS, the City of Petoskey grieves with the families and communities across this nation and calls for accountability of those who perpetuate violence; and

WHEREAS, historic, systemic and pervasive racism and lack of civil rights make people of color, particularly African Americans and our Indigenous communities in our country, fear for their families' health, safety and opportunities others enjoy; and

WHEREAS, racism unfairly disadvantages specific individuals and communities, while unfairly giving advantages to other individuals and communities, and saps the strength of the whole society through the waste of human resources; and

WHEREAS, racism causes persistent discrimination and disparate outcomes in many areas of life, including housing, education, employment and criminal justice; and

WHEREAS, no change will be realized until white citizens of this country stand beside those demanding justice:

NOW THEREFORE BE IT RESOLVED that the City of Petoskey will assert that racism is a public health crisis affecting our entire country; and

BE IT FURTHER RESOLVED that the City of Petoskey will work to solidify alliances and partnerships with other organizations that are confronting racism and encourage other local, state, regional and national entities to recognize racism as a public health crisis; and

BE IT FURTHER RESOLVED that the City of Petoskey City Council encourages racial equity training among all City officials, community partners, grantees, vendors and contractors.

Dated this 15th day of June, 2020

Mayor John Murphy



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

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 June 1, 2020 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since June 1, 2020 for contract and vendor claims at \$457,587.62, intergovernmental claims at \$0, and the June 11 payroll at \$214,813.48 for a total of \$672,401.10.

sb
Enclosures



CITY COUNCIL

June 1, 2020

A regular meeting of the City of Petoskey City Council was held from virtual locations on Monday, June 1, 2020. 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 (Arrived at 7:10 P.M.)
Suzanne Shumway, City Councilmember
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember

Absent: None

Also in attendance were City Manager Rob Straebel, Clerk-Treasurer Alan Terry, City Planner Amy Tweeten, Public Safety Director Matthew Breed, Downtown Director Becky Goodman and Executive Assistant Sarah Bek.

Hear Lake Street Dam Engineering Alternatives Presentation

Jen Buchanan, representative from Tip of the Mitt Watershed Council and project manager for "Healing the Bear – Engineering Alternatives for the Lake Street Dam", gave a brief presentation on engineering alternatives to allow better fish passage while impeding sea lamprey from swimming upstream; that the project has been funded by a Great Lakes Fishery Trust grant of \$50,494 with a local cash match from the City of \$16,500; that Tip of the Mitt Watershed personnel also provided in-kind services for the project; and that an additional public meeting will be held virtually to introduce the engineering concepts at 5:30 P.M., Tuesday, June 23.

City Councilmembers commented on the stakeholders and inquired if climate change is included in concepts. Ms. Buchanan responded that various factors have been included in the different models including climate.

Consent Agenda - Resolution No. 19413

Following introduction of the consent agenda for this meeting of June 1, 2020, City Councilmember Wagner moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the May 18, 2020 regular session City Council meeting be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since May 18, 2020 for contract and vendor claims at \$382,278.74, intergovernmental claims at \$0, and the May 28 payroll at \$202,586.99, for a total of \$584,865.73 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

Hear Public Comment

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

Hear City Manager Updates

The City Manager reported that the Planning Commission voted 9-0 to recommend to City Council the sale of a 20' no-build easement on the west side of the proposed hotel and a second motion passed 9-0, to support a traffic circulation pattern to lessen the impact on the alley and that there is general support for increasing the parking throughout the site with consideration of a parking structure; that the Commission discussed conceptual plans for the Lofts at Lumber Square and generally liked the concept and is a great use of the property and the proposal will be discussed more in June and possible site plan review in July or August; that staff is developing a PILOT ordinance for the Lofts at Lumber Square with a tentative first reading at the June 15 meeting; that the City completed a more detailed survey that will be used to undertake an appraisal on the MDOT railroad right-of-way on a two block section between Emmet Street and Washington Street to extend the Greenway Corridor; that staff met with Cusack's Masonry Restoration and architect Rick Neumann concerning City Hall water issues and that small cracks are causing issues and were not addressed in work completed two years ago, that recommended work is not under warranty and recommended \$5,000 in additional work to address the metal cap flashing issues; that the City signed an appraisal proposal for the air easement over the Saville Parking Lot and the appraiser will be looking at the site on Thursday; reviewed process of Charter Revisions as discussed on March 2 and that a future agenda item will be prepared for Council to discuss changing the duration of the Mayor's term of office and increasing compensation for the Mayor and Council for a meeting in the near future; that Magnus Park opened last Friday; that the Bayfront Stair Tower project is completed; provided an update on the Kalamazoo Avenue street reconstruction project; that slope reductions and placement of revetment stone have been completed along Bayfront East; and that in coordination with Bill and Carol's Party Store and Deli, the City distributed in excess of 1,000 free lunches at the Winter Sports Park to help families during the pandemic.

City Councilmembers commented on the air easement and wanted clarity if it is a 15' lateral easement east to west and that two Planning Commissioners have different viewpoints on what the easement is actually for and inquired if Magnus Park campsites are same as in years past or different to abide by recommendations to help stop the spread of COVID-19.

The City Manager and City Planner clarified the 20' no-build easement area and responded that campsite layouts are the same as previous years.

Discuss Executive Orders Relating to Wearing Masks, Public/Private Gatherings and Vacation Rentals and Hotels

The Public Safety Director gave a brief presentation regarding the current executive order as it relates to the wearing of masks, public/private gatherings, vacation rentals and hotels; that if someone is medically able to tolerate a face covering, one must be worn when in any enclosed public space, but that there is no penalty for violation of this section of the order; that up to 100 people can participate in a social gathering outside and only 10 inside; and that vacation rentals and hotels are now able to operate.

City Councilmembers inquired if conventions could still be held in-person since it falls under government activity; if individual businesses could require masks; that the City could provide masks with City logo to businesses; heard from those that requiring people to wear masks in businesses could create uncomfortable situations; and heard from those in favor of wearing masks and offering them for citizens.

The Public Safety Director reported that business owners could require masks of customers.

Dr. Joshua Meyerson, Medical Director of Health Department of Northwest Michigan, reviewed that it is good to encourage use of masks, but enforcement is difficult; that gathering of 100 people should social distance 6' apart and wear masks; and that he needed to review the new Executive Order 2020-110 that was issued earlier this afternoon more in depth.

Mayor Murphy asked for public comments and heard the latest regulations on businesses as part of EO 2020-110 and heard from those opposed to restricting social gatherings and that it should be up to the individual.

Approve Downtown Back to the Midway Event – Resolution No. 19414

The Downtown Director reviewed events and strategies to help support downtown businesses due to the pandemic; that the DMB canceled some of its routine scheduled events; that the proposed event is only for this summer if Council approves; reviewed possible strategies including using Pennsylvania Park as a picnic area for food and alcoholic drinks to help restaurants that are forced to reduce seating capacities by at least 50%; placing picnic tables under a tent in Pennsylvania Park or closing Lake Street where it divides the park and placing tables in the street which could increase restaurant take out sales and keep visitors downtown; create more opportunity for outdoor dining by allowing restaurants to rent parking spaces for the placement of dining platforms; allow downtown restaurants that own their own food or catering trucks to sell from a rented parking space near their storefront; allow retailers to vend outside their storefronts within the public right-of-way where it is possible to maintain the legal amount of space for pedestrians; experiment closing Howard and Lake Streets for two days a week during July and August and allow merchants and restaurants to sell and serve in the streets; that open air days would be created in memory of the Midway district that Petoskey was known for at the turn of the last century; that hand-sanitizing stations could be installed on the sidewalks; allow retailers to temporarily install walk-up windows with approval; and that staff worked together on the proposed strategies and put into an event that is presented to Council in the form of a resolution in order to expedite the process.

City Councilmembers commended Downtown staff and the DMB for proposing strategies to help the downtown during these unprecedented times and that when experiments happen sometimes strategies work and some fail so everyone has to be open to change; inquired if food trucks would only be allowed if associated with a downtown business; and that the proposed event seems ideal and people will park further away and walk to downtown.

The Downtown Director further clarified that the event covers a time period through October 15, 2020.

Mayor Murphy asked for public comments and heard from those in support and opposed to some of the proposed strategies; that closing streets will be difficult for deliveries, but should consider closing on the weekends; that some merchants were surveyed and a number don't want street closures; and heard from a DMB member to use the Downtown Facebook page to find additional information on happenings in downtown.

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

A RESOLUTION ALLOWING FOR TEMPORARY MEASURES TO ASSIST DOWNTOWN BUSINESSES WITH COMPLIANCE WITH SOCIAL DISTANCING REQUIREMENTS OF THE GOVERNOR'S EXECUTIVE ORDERS

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that is caused by a new strain of coronavirus not previously identified in humans and easily spread from person to person; and

WHEREAS, the spread of COVID-19 has resulted in the State of Michigan declaring a State of Emergency under Section 1 of Article 5 of the Michigan Constitution of 1963, the Emergency Management Act, 1976 PA 390, as amended, and the Emergency Powers of the Governor Act, 1945 PA 302, as amended, as evidence in Executive Order 2020-4; and

WHEREAS, the City of Petoskey is committed to encouraging economic activity and assisting downtown businesses impacted by the COVID-19 pandemic; and

WHEREAS the City of Petoskey wishes to ensure that establishments permitted to open to the public have the ability to accommodate social distancing guidelines currently in force within the State of Michigan; and

WHEREAS, the City of Petoskey regulates use of its streets, sidewalks and other public places through Chapter 18 of the Code of Ordinances, and allows outdoor dining and mobile food vending pursuant to Chapter 8 of the Petoskey Code of Ordinances Businesses and Business Regulations:

NOW THEREFORE BE IT RESOLVED that the following temporary measures under Chapter 18, Section 18-1 will be allowed within the Central Business District under the "Return to the Midway Summer Event" special event application through October 15, 2020:

1. A minimum of one curbside pick-up parking space may be provided per block face.
2. Retail establishments may be allowed to do the following, provided a minimum of 48" of pedestrian clearance is maintained.
 - a. Display merchandise within the 30" of their storefront allowed for flower containers and benches.
 - b. Install walk-up windows to allow patrons to be served from the public right-of-way, after submittal and approval of a permit that includes a plan with sufficient detail to evaluate compliance with the Downtown Sidewalk Furnishings Design Guidelines.
3. East Lake Street may be closed between Barbershop Park and Pennsylvania Park to allow for additional outdoor dining areas.
4. The Downtown Management Board may coordinate periodic closings of East Lake Street between Petoskey Street and Pennsylvania Park, Howard Street between East Mitchell Street and Bay Street, Reid's Alley, and Shopper's Lane in conjunction with the Department of Public Works, and the Department of Public Safety.
5. Up to one banner or sign not exceeding twelve (12) square feet to announce curbside service may be installed on a building wall or in a window.
6. Permitted and approved business activities (e.g., classes) may be held in Pennsylvania and Barbershop Parks.

NOW THEREFORE BE IT FURTHER RESOLVED that the following temporary measures under Chapter 8 Businesses and Business Regulation, Article 7 Open Air Food and Beverage Services and Article 8 Mobile Food Vending may be allowed within the Central Business District through October 15, 2020:

1. Establishments with a valid Outdoor Dining License pursuant to Section 8-215 may be allowed to do the following after submittal and approval of a plan with sufficient detail to evaluate compliance with the Downtown Sidewalk Furnishings Design Guidelines:
 - a. Install walk-up windows to allow patrons to be served from the public right-of-way.
 - b. Expand their outdoor area to extend across no more than 50% of neighboring storefronts that are not currently in use as food or drink establishments with permission of the property and business owners.
 - c. Rent one (or a maximum of two, if conditions allow) parking space per establishment for creation of a dining platform.

2. Establishments with a physical address in the downtown that have a valid Mobile Vending License may rent one parking space near their establishment and serve from the mobile vending unit as sufficient pedestrian clearance is maintained.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

Discuss 2020 Ward and City Conventions

The Clerk-Treasurer reviewed upcoming Ward and City Conventions and how they will be structured; reviewed the option of conducting virtual vs. in-person meetings and the current Executive Orders; that staff is attempting to reserve large meeting locations for both City and Ward Conventions including the Petoskey High School Cafeteria, Ottawa Elementary Cafeteria, Lincoln Elementary Cafeteria, Middle School Cafeteria, Middle School Auditorium, High School Auditorium, Community Building at County Fairgrounds and North Central Michigan College Conference Room; and that staff was looking for direction from City Council on format and locations for upcoming conventions.

City Councilmembers concurred that in-person meetings would be best; that staff look at Sheridan Elementary Cafeteria as an option for the Ward 4 Convention; and that masks should be available for the in-person meetings.

Mayor Murphy asked for public comments and heard an inquiry if masks will be required at the conventions.

City staff will bring forward a resolution for Council consideration at the next meeting establishing dates and locations for the 2020 Ward and City Conventions.

Approve Emmet County Jaws of Life Agreement – Resolution No. 19415

The City Manager reviewed that for the past several years Emmet County has dispersed funds to fire departments within Emmet County to help support their Jaws of Life programs. The City has been included in this process with the City receiving \$4,500 annually for the past several years. Emmet County requested the City sign an agreement to provide Jaws of Life services.

City Councilmember Marshall moved that, seconded by City Councilmember Wagner to approve and authorize the City Manager to execute the 2020 Jaws of Life Agreement between Emmet County and City of Petoskey.

Said motion was adopted by the following vote:

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

NAYS: None (0)

Council Comments

Mayor Murphy asked for Council comments and Councilmember Walker commented that service industry workers need protection and the Health Department of Northwest Michigan is encouraging wearing of masks. Councilmember Wagner commented on the peaceful protest in Petoskey. Councilmember Shumway participated in the protests and commented that the Petoskey community is doing a great job. Councilmember Marshall commented that it is heartening to see the peaceful demonstrations and inquired when all of the bathrooms will be open. Mayor Murphy also commented on the peaceful protests.

There being no further business to come before the City Council, this June 1, 2020, meeting of the City Council adjourned at 9:00 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/20	06/05/2020	89076	Lennemann, Mark	101-000-004.000	100.00- V
06/20	06/03/2020	89096	24/7 Sewer & Drain Cleaning	592-556-802.000	285.00
06/20	06/03/2020	89097	5H Irrigation & Maintenance	204-470-802.000	405.38
06/20	06/03/2020	89098	All-Phase Electric Supply	101-770-775.000	2.38
06/20	06/03/2020	89098	All-Phase Electric Supply	101-770-775.000	72.58
06/20	06/03/2020	89098	All-Phase Electric Supply	101-770-931.000	17.47
06/20	06/03/2020	89098	All-Phase Electric Supply	101-770-934.000	6.72
06/20	06/03/2020	89098	All-Phase Electric Supply	101-268-775.000	50.80
06/20	06/03/2020	89098	All-Phase Electric Supply	582-590-775.000	240.47
06/20	06/03/2020	89098	All-Phase Electric Supply	582-590-775.000	17.76
06/20	06/03/2020	89099	Alro Steel Corporation	101-770-775.000	205.57
06/20	06/03/2020	89099	Alro Steel Corporation	661-598-931.000	149.98
06/20	06/03/2020	89100	Amazon Credit Plan	271-790-986.000	42.90
06/20	06/03/2020	89100	Amazon Credit Plan	271-790-986.000	109.38
06/20	06/03/2020	89101	AT&T	101-172-850.000	538.45
06/20	06/03/2020	89101	AT&T	101-201-850.000	287.18
06/20	06/03/2020	89101	AT&T	101-208-850.000	179.48
06/20	06/03/2020	89101	AT&T	101-257-850.000	179.48
06/20	06/03/2020	89101	AT&T	101-215-850.000	143.59
06/20	06/03/2020	89101	AT&T	101-345-850.000	394.87
06/20	06/03/2020	89101	AT&T	101-400-850.000	179.48
06/20	06/03/2020	89101	AT&T	101-756-850.000	215.38
06/20	06/03/2020	89101	AT&T	101-441-850.000	323.07
06/20	06/03/2020	89101	AT&T	204-481-850.000	107.69
06/20	06/03/2020	89101	AT&T	204-481-850.000	107.69
06/20	06/03/2020	89101	AT&T	582-588-850.000	358.97
06/20	06/03/2020	89101	AT&T	582-593-850.000	143.59
06/20	06/03/2020	89101	AT&T	592-549-850.000	215.38
06/20	06/03/2020	89101	AT&T	592-560-850.000	215.39
06/20	06/03/2020	89101	AT&T	592-560-850.000	241.70
06/20	06/03/2020	89101	AT&T	592-560-850.000	146.80
06/20	06/03/2020	89101	AT&T	592-558-920.000	245.25
06/20	06/03/2020	89101	AT&T	592-538-850.000	241.70
06/20	06/03/2020	89101	AT&T	592-538-850.000	241.70
06/20	06/03/2020	89102	Avineon	592-549-802.000	1,200.00
06/20	06/03/2020	89103	BAILEY, MELINDA	101-201-724.000	40.70
06/20	06/03/2020	89104	Ballard's Plumbing & Heating	101-789-802.000	1,259.42
06/20	06/03/2020	89104	Ballard's Plumbing & Heating	101-268-802.000	3,940.00
06/20	06/03/2020	89105	CARRIER & GABLE INC.	582-590-775.000	2,495.45
06/20	06/03/2020	89106	Complete Paint & Supplies	101-770-775.000	53.97
06/20	06/03/2020	89106	Complete Paint & Supplies	101-770-775.000	58.98
06/20	06/03/2020	89106	Complete Paint & Supplies	101-773-775.000	36.99
06/20	06/03/2020	89106	Complete Paint & Supplies	101-770-775.000	55.38
06/20	06/03/2020	89107	ConvergeOne Inc.	101-773-802.000	432.00
06/20	06/03/2020	89107	ConvergeOne Inc.	101-789-802.000	432.00
06/20	06/03/2020	89108	David L Hoffman Landscaping & Nursery	204-470-802.000	9,704.00
06/20	06/03/2020	89108	David L Hoffman Landscaping & Nursery	101-770-802.100	2,737.25
06/20	06/03/2020	89108	David L Hoffman Landscaping & Nursery	204-470-802.000	2,437.25
06/20	06/03/2020	89108	David L Hoffman Landscaping & Nursery	582-586-802.000	2,628.00
06/20	06/03/2020	89109	Dell Marketing L.P.	101-228-775.000	1,490.82
06/20	06/03/2020	89109	Dell Marketing L.P.	101-773-931.000	188.33
06/20	06/03/2020	89110	Derrer Oil Co.	661-598-759.000	1,129.77
06/20	06/03/2020	89111	Dubois-Cooper Associates Inc.	592-555-802.000	120.00
06/20	06/03/2020	89112	Empiric Solutions Inc.	101-228-802.000	8,773.62
06/20	06/03/2020	89113	Etna Supply	592-010-111.000	685.00
06/20	06/03/2020	89113	Etna Supply	592-546-802.000	3,000.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/20	06/03/2020	89113	Etna Supply	592-010-111.000	7,700.00
06/20	06/03/2020	89113	Etna Supply	592-546-775.000	100.00
06/20	06/03/2020	89114	Fastenal Company	592-556-775.000	61.85
06/20	06/03/2020	89114	Fastenal Company	661-598-785.000	33.06
06/20	06/03/2020	89114	Fastenal Company	202-475-775.000	47.94
06/20	06/03/2020	89114	Fastenal Company	661-598-785.000	31.12
06/20	06/03/2020	89115	Ferguson Enterprises LLC #2000	101-268-775.000	74.11
06/20	06/03/2020	89116	Fredrickson Supply LLC	661-598-932.000	562.10
06/20	06/03/2020	89150	DTE Energy	592-558-920.000	37.48
06/20	06/03/2020	89150	DTE Energy	101-345-920.100	526.82
06/20	06/03/2020	89150	DTE Energy	592-538-920.000	59.33
06/20	06/03/2020	89151	Dunn's Business Solutions	101-268-775.000	83.22
06/20	06/03/2020	89152	Englebrecht, Robert	101-257-802.100	3,750.00
06/20	06/03/2020	89153	Gordon Food Service	101-770-771.000	17.97
06/20	06/03/2020	89153	Gordon Food Service	101-770-771.000	11.98
06/20	06/03/2020	89153	Gordon Food Service	101-770-771.000	11.98
06/20	06/03/2020	89153	Gordon Food Service	101-789-775.000	43.04
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-770-775.000	153.00
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-770-775.000	25.25
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-268-775.000	113.25
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-770-775.000	67.15
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-770-775.000	16.25
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-770-775.000	23.09
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-770-775.000	9.75
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-773-775.000	109.65
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-773-775.000	109.65
06/20	06/03/2020	89154	Great Lakes Pipe & Supply	101-789-775.000	70.69
06/20	06/03/2020	89155	Haley's Plumbing & Heating	592-547-802.000	120.00
06/20	06/03/2020	89156	Harrell's LLC	101-770-775.000	250.00
06/20	06/03/2020	89156	Harrell's LLC	101-770-775.000	220.25
06/20	06/03/2020	89157	Kendall Electric Inc.	592-542-775.000	1,161.00
06/20	06/03/2020	89158	LexisNexis Risk Data Management Inc.	101-208-802.000	150.00
06/20	06/03/2020	89159	Lowery Underground Service	582-598-802.000	8,676.80
06/20	06/03/2020	89159	Lowery Underground Service	582-020-360.000	12,952.20
06/20	06/03/2020	89159	Lowery Underground Service	592-545-802.000	1,155.00
06/20	06/03/2020	89160	Lynn Auto Parts Inc.	661-598-759.000	68.49
06/20	06/03/2020	89160	Lynn Auto Parts Inc.	661-010-111.000	98.81
06/20	06/03/2020	89160	Lynn Auto Parts Inc.	661-598-759.000	68.49- V
06/20	06/03/2020	89160	Lynn Auto Parts Inc.	661-010-111.000	98.81- V
06/20	06/03/2020	89161	Michigan Pure Ice	101-789-775.000	121.00
06/20	06/03/2020	89162	MOTION PICTURE LICENSING CORP.	271-790-958.100	206.47
06/20	06/03/2020	89163	Northern Copy Express Inc.	101-770-775.000	115.00
06/20	06/03/2020	89164	Performance Painting	514-587-802.000	3,615.00
06/20	06/03/2020	89164	Performance Painting	202-475-802.000	1,000.00
06/20	06/03/2020	89164	Performance Painting	203-475-802.000	90.00
06/20	06/03/2020	89164	Performance Painting	582-590-802.000	225.00
06/20	06/03/2020	89165	Proclean North	592-554-802.000	847.00
06/20	06/03/2020	89166	Royal Tire	661-598-931.000	28.00
06/20	06/03/2020	89166	Royal Tire	661-598-931.000	148.78
06/20	06/03/2020	89166	Royal Tire	661-598-932.000	20.00
06/20	06/03/2020	89167	Spectrum Business	582-588-850.000	94.99
06/20	06/03/2020	89167	Spectrum Business	582-588-850.000	94.99
06/20	06/03/2020	89168	Tailor Shop, The	101-345-775.000	42.00
06/20	06/10/2020	89170	5 Alarm Fire & Safety Equipment	101-345-802.000	2,503.72
06/20	06/10/2020	89171	5H Irrigation & Maintenance	101-770-802.000	996.40
06/20	06/10/2020	89172	AIS CONSTRUCTION EQUIPMENT	661-598-931.000	275.25

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06/20	06/10/2020	89173	All Scapes LLC	101-345-802.100	635.00
06/20	06/10/2020	89173	All Scapes LLC	202-470-802.000	3,366.00
06/20	06/10/2020	89173	All Scapes LLC	592-537-802.000	1,496.00
06/20	06/10/2020	89173	All Scapes LLC	592-554-802.000	1,116.00
06/20	06/10/2020	89173	All Scapes LLC	592-543-802.000	616.00
06/20	06/10/2020	89173	All Scapes LLC	592-558-802.000	1,676.00
06/20	06/10/2020	89174	All-Phase Electric Supply	101-268-775.000	17.69
06/20	06/10/2020	89175	AT&T	582-593-850.000	126.98
06/20	06/10/2020	89176	Baird & Associates Ltd., W.F.	101-789-802.000	26,424.75
06/20	06/10/2020	89176	Baird & Associates Ltd., W.F.	247-751-802.000	40,810.00
06/20	06/10/2020	89177	Baytees	101-770-767.000	289.50
06/20	06/10/2020	89178	Bradford Master Dry Cleaners	101-345-775.000	301.25
06/20	06/10/2020	89179	Carter's Imagewear & Awards	101-773-775.000	40.00
06/20	06/10/2020	89179	Carter's Imagewear & Awards	101-789-767.000	205.20
06/20	06/10/2020	89180	Charlevoix-Emmet ISD	703-040-250.000	2,212.30
06/20	06/10/2020	89181	Cintas Corp #729	582-593-930.000	9.07
06/20	06/10/2020	89181	Cintas Corp #729	204-481-767.000	60.04
06/20	06/10/2020	89181	Cintas Corp #729	582-588-767.000	64.21
06/20	06/10/2020	89181	Cintas Corp #729	592-560-767.000	30.89
06/20	06/10/2020	89181	Cintas Corp #729	592-549-767.000	30.89
06/20	06/10/2020	89181	Cintas Corp #729	582-593-930.000	33.72
06/20	06/10/2020	89181	Cintas Corp #729	204-481-767.000	60.04
06/20	06/10/2020	89181	Cintas Corp #729	582-588-767.000	60.25
06/20	06/10/2020	89181	Cintas Corp #729	592-560-767.000	30.89
06/20	06/10/2020	89181	Cintas Corp #729	592-549-767.000	30.89
06/20	06/10/2020	89181	Cintas Corp #729	592-544-802.000	45.45
06/20	06/10/2020	89181	Cintas Corp #729	582-593-930.000	9.07
06/20	06/10/2020	89181	Cintas Corp #729	204-481-767.000	60.04
06/20	06/10/2020	89181	Cintas Corp #729	582-588-767.000	60.25
06/20	06/10/2020	89181	Cintas Corp #729	592-560-767.000	30.89
06/20	06/10/2020	89181	Cintas Corp #729	592-549-767.000	30.89
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	1,821.82
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-268-920.000	907.78
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	3,148.27
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	473.27
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-754-920.000	28.53
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	1,589.95
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	379.87
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	1,111.35
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	202-160-920.000	401.36
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	204-448-920.000	2,700.00
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	2,208.48
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	38.64
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	64.42
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	582-586-920.000	145.09
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	582-593-920.000	993.87
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	592-538-920.000	7,819.18
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	592-542-920.000	145.10
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	592-551-920.000	16,998.31
06/20	06/10/2020	89182	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	1,161.55
06/20	06/10/2020	89183	Decka Digital LLC	101-773-775.000	191.00
06/20	06/10/2020	89184	Dell Marketing L.P.	101-228-775.000	2,616.66
06/20	06/10/2020	89184	Dell Marketing L.P.	582-593-785.000	1,308.33
06/20	06/10/2020	89185	Drost Landscape	101-770-802.100	2,311.40
06/20	06/10/2020	89185	Drost Landscape	101-770-802.100	2,655.00
06/20	06/10/2020	89185	Drost Landscape	204-470-802.000	669.46

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06/20	06/10/2020	89186	Dunkel Excavating Services Inc.	101-773-802.000	5,320.00
06/20	06/10/2020	89186	Dunkel Excavating Services Inc.	101-770-802.000	589.00
06/20	06/10/2020	89187	Dunn's Business Solutions	582-593-751.000	6.70
06/20	06/10/2020	89187	Dunn's Business Solutions	582-588-751.000	6.70
06/20	06/10/2020	89187	Dunn's Business Solutions	592-549-751.000	6.70
06/20	06/10/2020	89187	Dunn's Business Solutions	592-560-751.000	6.70
06/20	06/10/2020	89187	Dunn's Business Solutions	661-598-751.000	6.70
06/20	06/10/2020	89187	Dunn's Business Solutions	204-481-751.000	6.69
06/20	06/10/2020	89188	Electric M.D. Plus	101-770-802.000	265.00
06/20	06/10/2020	89238	Char-Em United Way	701-000-230.800	75.00
06/20	06/10/2020	89239	Emmet County Treasurer	703-040-250.000	2,856.13
06/20	06/10/2020	89239	Emmet County Treasurer	703-040-250.000	292.50
06/20	06/10/2020	89239	Emmet County Treasurer	703-040-250.000	412.23
06/20	06/10/2020	89239	Emmet County Treasurer	703-040-250.000	181.32
06/20	06/10/2020	89240	Encore Financial Group	248-540-882.210	1,000.00
06/20	06/10/2020	89241	Ever-Green Lawn Care	101-770-802.000	1,070.00
06/20	06/10/2020	89242	Factor Systems Inc.	101-208-803.000	639.33
06/20	06/10/2020	89243	Ferguson Enterprises LLC #2000	582-584-802.000	66.52
06/20	06/10/2020	89243	Ferguson Enterprises LLC #2000	101-770-775.000	132.79
06/20	06/10/2020	89244	Fraternal Order of Police	701-000-230.400	946.00
06/20	06/10/2020	89245	Gaetano, Laurie	101-773-775.000	36.00
06/20	06/10/2020	89246	Grandpa Shorter's Gifts	514-587-775.000	148.19
06/20	06/10/2020	89247	Great Lakes Pipe & Supply	101-268-775.000	20.53
06/20	06/10/2020	89247	Great Lakes Pipe & Supply	101-773-775.000	109.65-
06/20	06/10/2020	89247	Great Lakes Pipe & Supply	101-789-775.000	79.10
06/20	06/10/2020	89247	Great Lakes Pipe & Supply	101-773-931.000	70.67
06/20	06/10/2020	89247	Great Lakes Pipe & Supply	101-789-802.000	29.94
06/20	06/10/2020	89248	Greenwell Machine Shop	101-770-775.000	23.37
06/20	06/10/2020	89249	Greenwood Cemetery	703-040-250.000	365.11
06/20	06/10/2020	89250	Haley's Plumbing & Heating	592-547-802.000	120.00
06/20	06/10/2020	89250	Haley's Plumbing & Heating	101-770-802.000	411.81
06/20	06/10/2020	89250	Haley's Plumbing & Heating	101-773-802.000	120.00
06/20	06/10/2020	89250	Haley's Plumbing & Heating	582-593-930.000	1,007.39
06/20	06/10/2020	89250	Haley's Plumbing & Heating	101-773-802.000	547.65
06/20	06/10/2020	89251	Huntington National Bank	271-792-993.000	250.00
06/20	06/10/2020	89251	Huntington National Bank	592-566-993.000	500.00
06/20	06/10/2020	89251	Huntington National Bank	592-566-993.000	250.00
06/20	06/10/2020	89252	K & J Septic Service LLC	101-770-802.000	300.00
06/20	06/10/2020	89253	Kring Chevrolet Cadillac, Dave	661-598-932.000	495.98
06/20	06/10/2020	89253	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
06/20	06/10/2020	89253	Kring Chevrolet Cadillac, Dave	661-598-932.000	43.60
06/20	06/10/2020	89254	KSS Enterprises	101-770-775.000	798.18
06/20	06/10/2020	89254	KSS Enterprises	592-546-775.000	34.66
06/20	06/10/2020	89255	Lennemann, Mark	101-000-004.000	100.00
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	49.08
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	27.99
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	101-345-775.000	8.58
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	12.07
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	13.19
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	8.58
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	101-770-775.000	65.92
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	4.71
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	24.14
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-931.000	8.73
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	5.86
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-931.000	54.00

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06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-931.000	19.99
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-931.000	61.19
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	101-770-985.000	199.00
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	12.64
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	592-556-775.000	16.07
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-931.000	30.87
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	121.62
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	39.00
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	108.50-
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	45.00
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	20.69
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-759.000	68.49
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	30.32
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-785.000	52.44
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-785.000	52.44
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	17.94
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	10.10
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	101-345-775.000	64.38
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	592-551-775.000	46.78
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	592-551-775.000	46.78
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	12.46
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	35.13
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-932.000	84.79
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-010-111.000	15.29
06/20	06/10/2020	89256	Lynn Auto Parts Inc.	661-598-785.000	26.40
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	17.98
06/20	06/10/2020	89257	Meyer Ace Hardware	661-598-785.000	8.09
06/20	06/10/2020	89257	Meyer Ace Hardware	582-590-775.000	2.76
06/20	06/10/2020	89257	Meyer Ace Hardware	592-556-775.000	17.99
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	7.19
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	21.57
06/20	06/10/2020	89257	Meyer Ace Hardware	582-593-930.000	21.58
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	8.49
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	3.40
06/20	06/10/2020	89257	Meyer Ace Hardware	514-587-802.100	17.62
06/20	06/10/2020	89257	Meyer Ace Hardware	514-587-802.100	4.14
06/20	06/10/2020	89257	Meyer Ace Hardware	101-773-931.000	213.55
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	71.96
06/20	06/10/2020	89257	Meyer Ace Hardware	592-555-775.000	17.96
06/20	06/10/2020	89257	Meyer Ace Hardware	101-345-775.000	6.91-
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-930.000	14.38
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	8.08
06/20	06/10/2020	89257	Meyer Ace Hardware	582-586-775.000	3.23
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	14.38
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	70.19
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	12.39
06/20	06/10/2020	89257	Meyer Ace Hardware	514-587-802.100	8.09
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	4.32
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	83.94
06/20	06/10/2020	89257	Meyer Ace Hardware	101-773-931.000	58.79
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	38.97
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	6.29
06/20	06/10/2020	89257	Meyer Ace Hardware	661-598-931.000	266.30
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	62.98
06/20	06/10/2020	89257	Meyer Ace Hardware	101-345-775.000	32.39
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	41.39

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06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	64.76
06/20	06/10/2020	89257	Meyer Ace Hardware	101-345-775.000	58.46
06/20	06/10/2020	89257	Meyer Ace Hardware	101-345-775.000	20.46-
06/20	06/10/2020	89257	Meyer Ace Hardware	101-345-775.000	38.00
06/20	06/10/2020	89257	Meyer Ace Hardware	101-345-775.000	11.16
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	131.36
06/20	06/10/2020	89257	Meyer Ace Hardware	101-268-775.000	12.13
06/20	06/10/2020	89257	Meyer Ace Hardware	101-770-775.000	40.00
06/20	06/10/2020	89258	MICHIGAN ASSOCIATION OF CPA'S	101-215-915.000	315.00
06/20	06/10/2020	89259	Municipal Code Corporation	101-215-802.000	275.00
06/20	06/10/2020	89260	Murdicks Fudge	248-739-774.000	120.00
06/20	06/10/2020	89261	NORTH BAY HYDROSEED INC.	592-025-343.000	4,425.00
06/20	06/10/2020	89261	NORTH BAY HYDROSEED INC.	582-020-360.000	4,425.00
06/20	06/10/2020	89262	North Central Mich. College	703-040-250.000	643.04
06/20	06/10/2020	89262	North Central Mich. College	703-040-250.000	577.62
06/20	06/10/2020	89263	Northern Michigan Review Inc.	101-400-802.000	55.48
06/20	06/10/2020	89263	Northern Michigan Review Inc.	101-400-802.000	55.48
06/20	06/10/2020	89263	Northern Michigan Review Inc.	101-770-850.000	63.40
06/20	06/10/2020	89263	Northern Michigan Review Inc.	101-215-802.000	118.88
06/20	06/10/2020	89263	Northern Michigan Review Inc.	101-215-802.000	110.95
06/20	06/10/2020	89264	Northern Tool & Equipment	101-770-775.000	319.99
06/20	06/10/2020	89265	Officechairs.com	101-789-985.000	2,001.60
06/20	06/10/2020	89266	On-Site Testing Specialists Inc.	101-345-751.000	154.20
06/20	06/10/2020	89267	Performance Painting	101-770-802.000	1,170.00
06/20	06/10/2020	89268	Petoskey Public Schools	703-040-250.000	547.67
06/20	06/10/2020	89268	Petoskey Public Schools	703-040-250.000	875.45
06/20	06/10/2020	89268	Petoskey Public Schools	703-040-250.000	394.56
06/20	06/10/2020	89269	Police and Firemen's Insurance	701-000-230.185	379.38
06/20	06/10/2020	89270	Power Line Supply	582-588-785.000	70.00
06/20	06/10/2020	89270	Power Line Supply	582-010-111.000	5,074.32
06/20	06/10/2020	89270	Power Line Supply	582-010-111.000	564.88
06/20	06/10/2020	89270	Power Line Supply	582-010-111.000	16,336.56
06/20	06/10/2020	89271	Preston Feather	101-773-931.000	42.54
06/20	06/10/2020	89271	Preston Feather	101-770-775.000	18.10
06/20	06/10/2020	89271	Preston Feather	582-586-775.000	23.98
06/20	06/10/2020	89271	Preston Feather	101-770-775.000	25.00
06/20	06/10/2020	89271	Preston Feather	101-773-931.000	94.90
06/20	06/10/2020	89271	Preston Feather	101-773-931.000	295.44
06/20	06/10/2020	89271	Preston Feather	101-268-775.000	14.18
06/20	06/10/2020	89271	Preston Feather	101-770-775.000	13.96
06/20	06/10/2020	89271	Preston Feather	101-770-775.000	1.81-
06/20	06/10/2020	89271	Preston Feather	101-770-775.000	2.50-
06/20	06/10/2020	89271	Preston Feather	101-773-931.000	4.25-
06/20	06/10/2020	89271	Preston Feather	582-586-775.000	2.40-
06/20	06/10/2020	89271	Preston Feather	101-268-775.000	1.42-
06/20	06/10/2020	89271	Preston Feather	101-773-931.000	9.49-
06/20	06/10/2020	89271	Preston Feather	101-770-775.000	1.40-
06/20	06/10/2020	89271	Preston Feather	101-773-931.000	29.54-
06/20	06/10/2020	89272	Printing Systems Inc.	101-262-751.000	115.94
06/20	06/10/2020	89273	Pro Image Design	101-770-802.000	1,125.00
06/20	06/10/2020	89273	Pro Image Design	101-770-802.000	2,100.00
06/20	06/10/2020	89273	Pro Image Design	101-268-775.000	139.84
06/20	06/10/2020	89274	Quality First Aid & Safety Inc.	592-549-775.000	178.87
06/20	06/10/2020	89274	Quality First Aid & Safety Inc.	592-551-775.000	153.99
06/20	06/10/2020	89275	Royal Tire	661-598-931.000	114.68
06/20	06/10/2020	89275	Royal Tire	661-598-932.000	35.00

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06/20	06/10/2020	89275	Royal Tire	661-598-931.000	25.20
06/20	06/10/2020	89275	Royal Tire	661-598-932.000	20.00
06/20	06/10/2020	89276	Ryan Brothers Inc.	101-770-802.100	5,316.57
06/20	06/10/2020	89277	S.A.N.E. - STRAITS AREA	101-345-915.000	5,000.00
06/20	06/10/2020	89278	Select Electric	101-789-802.000	11,422.00
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	35.88
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	31.45
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	17.10
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	127.18
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	34.37
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	138.87
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	50.38
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-754-775.000	220.20
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-754-775.000	444.67
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	463.14
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	29.94
06/20	06/10/2020	89279	SiteOne Landscape Supply	101-770-775.000	94.26
06/20	06/10/2020	89280	Spartan Distributors Inc.	661-598-931.000	153.49
06/20	06/10/2020	89281	Spectrum Business	101-172-850.000	48.60
06/20	06/10/2020	89281	Spectrum Business	101-201-850.000	25.92
06/20	06/10/2020	89281	Spectrum Business	101-208-850.000	16.20
06/20	06/10/2020	89281	Spectrum Business	101-257-850.000	16.20
06/20	06/10/2020	89281	Spectrum Business	101-215-850.000	12.96
06/20	06/10/2020	89281	Spectrum Business	101-345-850.000	35.64
06/20	06/10/2020	89281	Spectrum Business	101-400-850.000	16.20
06/20	06/10/2020	89281	Spectrum Business	101-441-850.000	29.16
06/20	06/10/2020	89281	Spectrum Business	101-756-850.000	19.44
06/20	06/10/2020	89281	Spectrum Business	204-481-850.000	9.72
06/20	06/10/2020	89281	Spectrum Business	204-481-850.000	9.72
06/20	06/10/2020	89281	Spectrum Business	582-588-850.000	32.40
06/20	06/10/2020	89281	Spectrum Business	582-593-850.000	12.96
06/20	06/10/2020	89281	Spectrum Business	592-549-850.000	19.44
06/20	06/10/2020	89281	Spectrum Business	592-560-850.000	19.42
06/20	06/10/2020	89282	Standard Electric Company	101-268-930.000	72.33
06/20	06/10/2020	89282	Standard Electric Company	582-590-775.000	969.36
06/20	06/10/2020	89282	Standard Electric Company	582-010-111.000	525.00
06/20	06/10/2020	89282	Standard Electric Company	582-586-775.000	197.82
06/20	06/10/2020	89282	Standard Electric Company	101-268-775.000	58.24
06/20	06/10/2020	89282	Standard Electric Company	582-586-775.000	72.35
06/20	06/10/2020	89282	Standard Electric Company	582-586-775.000	72.35
06/20	06/10/2020	89283	State of Michigan-Department of LARA	582-081-642.300	7,189.80
06/20	06/10/2020	89283	State of Michigan-Department of LARA	582-081-642.400	733.24
06/20	06/10/2020	89283	State of Michigan-Department of LARA	582-081-642.500	6.44
06/20	06/10/2020	89283	State of Michigan-Department of LARA	582-081-642.200	170.20
06/20	06/10/2020	89284	Team Elmers	101-770-802.000	380.56
06/20	06/10/2020	89285	TEAMSTERS LOCAL #214	701-000-230.400	1,030.00
06/20	06/10/2020	89286	Tele-Rad Inc.	101-345-751.000	11,512.00
06/20	06/10/2020	89286	Tele-Rad Inc.	661-020-142.000	767.80
06/20	06/10/2020	89287	TIP OF THE MITT WATERSHED	247-751-802.000	16,500.00
06/20	06/10/2020	89288	Traffic & Safety Control Systems Inc.	514-587-775.000	42.00
06/20	06/10/2020	89288	Traffic & Safety Control Systems Inc.	514-587-802.000	81.00
06/20	06/10/2020	89289	Traverse Bay Canvas Inc.	101-770-802.100	2,000.00
06/20	06/10/2020	89290	Trophy Case, The	101-268-775.000	28.00
06/20	06/10/2020	89291	Truck & Trailer Specialties	661-020-142.000	13,418.00
06/20	06/10/2020	89291	Truck & Trailer Specialties	661-020-142.000	14,113.00
06/20	06/10/2020	89292	UPS Store, The	592-554-802.000	15.94

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06/20	06/10/2020	89293	VSP	101-441-724.000	10.64
06/20	06/02/2020	999005	ICMA 401	701-000-230.700	641.21
06/20	06/03/2020	999006	Gordon Food Service	101-770-771.000	17.97
06/20	06/03/2020	999006	Gordon Food Service	101-770-771.000	11.98
06/20	06/03/2020	999006	Gordon Food Service	101-770-771.000	11.98
06/20	06/03/2020	999006	Gordon Food Service	101-770-771.000	17.97- V
06/20	06/03/2020	999006	Gordon Food Service	101-770-771.000	11.98- V
06/20	06/03/2020	999006	Gordon Food Service	101-770-771.000	11.98- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	661-020-142.000	153.00
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	25.25
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-268-775.000	113.25
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	67.15
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-268-775.000	20.53
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	16.25
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	23.09
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	9.75
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	661-020-142.000	153.00- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	25.25- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-268-775.000	113.25- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	67.15- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-268-775.000	20.53- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	16.25- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	23.09- V
06/20	06/03/2020	999007	Great Lakes Pipe & Supply	101-770-775.000	9.75- V
06/20	06/03/2020	999008	Haley's Plumbing & Heating	592-547-802.000	120.00
06/20	06/03/2020	999008	Haley's Plumbing & Heating	592-547-802.000	120.00- V
06/20	06/03/2020	999009	Harrell's LLC	101-770-775.000	250.00
06/20	06/03/2020	999009	Harrell's LLC	101-770-775.000	220.25
06/20	06/03/2020	999009	Harrell's LLC	101-770-775.000	250.00- V
06/20	06/03/2020	999009	Harrell's LLC	101-770-775.000	220.25- V
06/20	06/03/2020	999010	High Five Spirits LLC	271-790-752.000	185.50
06/20	06/03/2020	999010	High Five Spirits LLC	271-790-752.000	185.50- V
06/20	06/03/2020	999011	Kendall Electric Inc.	592-542-775.000	1,161.00
06/20	06/03/2020	999011	Kendall Electric Inc.	592-542-775.000	1,161.00- V
06/20	06/03/2020	999012	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
06/20	06/03/2020	999012	Kring Chevrolet Cadillac, Dave	661-598-932.000	43.60
06/20	06/03/2020	999012	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85- V
06/20	06/03/2020	999012	Kring Chevrolet Cadillac, Dave	661-598-932.000	43.60- V
06/20	06/03/2020	999013	KSS Enterprises	101-770-775.000	798.18
06/20	06/03/2020	999013	KSS Enterprises	592-546-775.000	34.66
06/20	06/03/2020	999013	KSS Enterprises	101-770-775.000	65.52
06/20	06/03/2020	999013	KSS Enterprises	101-268-775.000	110.00
06/20	06/03/2020	999013	KSS Enterprises	101-770-775.000	798.18- V
06/20	06/03/2020	999013	KSS Enterprises	592-546-775.000	34.66- V
06/20	06/03/2020	999013	KSS Enterprises	101-770-775.000	65.52- V
06/20	06/03/2020	999013	KSS Enterprises	101-268-775.000	110.00- V
06/20	06/03/2020	999014	LexisNexis Risk Data Management Inc.	101-208-802.000	150.00
06/20	06/03/2020	999014	LexisNexis Risk Data Management Inc.	101-208-802.000	150.00- V
06/20	06/03/2020	999015	Lowery Underground Service	582-020-360.000	12,952.20
06/20	06/03/2020	999015	Lowery Underground Service	582-598-802.000	8,676.80
06/20	06/03/2020	999015	Lowery Underground Service	592-545-802.000	1,155.00
06/20	06/03/2020	999015	Lowery Underground Service	582-020-360.000	12,952.20- V
06/20	06/03/2020	999015	Lowery Underground Service	582-598-802.000	8,676.80- V
06/20	06/03/2020	999015	Lowery Underground Service	592-545-802.000	1,155.00- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	49.08
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	27.99

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06/20	06/03/2020	999016	Lynn Auto Parts Inc.	101-345-775.000	8.58
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	12.07
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	13.19
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	8.58
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	101-770-775.000	65.92
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	4.71
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	24.14
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	8.73
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	5.86
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	19.99
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	61.19
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	101-770-985.000	199.00
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	12.64
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	592-556-775.000	16.07
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	30.87
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	121.62
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	39.00
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	108.50-
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	45.00
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	20.69
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	54.00
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	49.08- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	27.99- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	101-345-775.000	8.58- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	12.07- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	13.19- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	8.58- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	101-770-775.000	65.92- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	4.71- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	24.14- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	8.73- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	5.86- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	19.99- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	61.19- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	101-770-985.000	199.00- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	12.64- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	592-556-775.000	16.07- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	30.87- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	121.62- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	39.00- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	108.50 V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-932.000	45.00- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-010-111.000	20.69- V
06/20	06/03/2020	999016	Lynn Auto Parts Inc.	661-598-931.000	54.00- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	17.98
06/20	06/03/2020	999017	Meyer Ace Hardware	661-598-785.000	8.09
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	62.98
06/20	06/03/2020	999017	Meyer Ace Hardware	582-590-775.000	2.76
06/20	06/03/2020	999017	Meyer Ace Hardware	592-556-775.000	17.99
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	7.19
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	21.57
06/20	06/03/2020	999017	Meyer Ace Hardware	582-593-930.000	21.58
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	8.49
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	3.40
06/20	06/03/2020	999017	Meyer Ace Hardware	514-587-802.100	4.14
06/20	06/03/2020	999017	Meyer Ace Hardware	101-773-931.000	213.55

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06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	71.96
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-930.000	14.38
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	8.08
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	14.38
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	70.19
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	12.39
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	4.32
06/20	06/03/2020	999017	Meyer Ace Hardware	101-773-931.000	58.79
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	6.29
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	26.98
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	26.98-
06/20	06/03/2020	999017	Meyer Ace Hardware	582-593-930.000	14.38
06/20	06/03/2020	999017	Meyer Ace Hardware	271-790-752.000	172.75
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	46.78
06/20	06/03/2020	999017	Meyer Ace Hardware	661-598-931.000	266.30
06/20	06/03/2020	999017	Meyer Ace Hardware	101-345-775.000	58.46
06/20	06/03/2020	999017	Meyer Ace Hardware	101-345-775.000	20.46-
06/20	06/03/2020	999017	Meyer Ace Hardware	101-345-775.000	38.00
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	131.36
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	12.13
06/20	06/03/2020	999017	Meyer Ace Hardware	101-789-775.000	30.58
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	17.98- V
06/20	06/03/2020	999017	Meyer Ace Hardware	661-598-785.000	8.09- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	62.98- V
06/20	06/03/2020	999017	Meyer Ace Hardware	582-590-775.000	2.76- V
06/20	06/03/2020	999017	Meyer Ace Hardware	592-556-775.000	17.99- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	7.19- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	21.57- V
06/20	06/03/2020	999017	Meyer Ace Hardware	582-593-930.000	21.58- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	8.49- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	3.40- V
06/20	06/03/2020	999017	Meyer Ace Hardware	514-587-802.100	4.14- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-773-931.000	213.55- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	71.96- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-930.000	14.38- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	8.08- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	14.38- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	70.19- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	12.39- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	4.32- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-773-931.000	58.79- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	6.29- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	26.98- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	26.98 V
06/20	06/03/2020	999017	Meyer Ace Hardware	582-593-930.000	14.38- V
06/20	06/03/2020	999017	Meyer Ace Hardware	271-790-752.000	172.75- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	46.78- V
06/20	06/03/2020	999017	Meyer Ace Hardware	661-598-931.000	266.30- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-345-775.000	58.46- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-345-775.000	20.46 V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-345-775.000	38.00- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-770-775.000	131.36- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-268-775.000	12.13- V
06/20	06/03/2020	999017	Meyer Ace Hardware	101-789-775.000	30.58- V
06/20	06/03/2020	999018	MICHIGAN ASSOCIATION OF CPA'S	101-215-915.000	315.00
06/20	06/03/2020	999018	MICHIGAN ASSOCIATION OF CPA'S	101-215-915.000	315.00- V

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06/20	06/03/2020	999019	Michigan Pure Ice	101-789-775.000	121.00
06/20	06/03/2020	999019	Michigan Pure Ice	101-789-775.000	121.00- V
06/20	06/03/2020	999020	MOTION PICTURE LICENSING CORP.	271-790-958.100	206.47
06/20	06/03/2020	999020	MOTION PICTURE LICENSING CORP.	271-790-958.100	206.47- V
06/20	06/03/2020	999021	Northern Copy Express Inc.	101-770-775.000	115.00
06/20	06/03/2020	999021	Northern Copy Express Inc.	101-770-775.000	115.00- V
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-400-802.000	55.48
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-400-850.000	55.48
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-215-802.000	118.88
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-215-802.000	110.95
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-400-802.000	55.48- V
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-400-850.000	55.48- V
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-215-802.000	118.88- V
06/20	06/03/2020	999022	Northern Michigan Review Inc.	101-215-802.000	110.95- V
06/20	06/03/2020	999023	Northern Tool & Equipment	101-770-775.000	319.99
06/20	06/03/2020	999023	Northern Tool & Equipment	101-770-775.000	319.99- V
06/20	06/03/2020	999024	Performance Painting	514-587-802.000	3,615.00
06/20	06/03/2020	999024	Performance Painting	202-475-802.000	1,000.00
06/20	06/03/2020	999024	Performance Painting	203-475-802.000	90.00
06/20	06/03/2020	999024	Performance Painting	582-590-802.000	225.00
06/20	06/03/2020	999024	Performance Painting	514-587-802.000	3,615.00- V
06/20	06/03/2020	999024	Performance Painting	202-475-802.000	1,000.00- V
06/20	06/03/2020	999024	Performance Painting	203-475-802.000	90.00- V
06/20	06/03/2020	999024	Performance Painting	582-590-802.000	225.00- V
06/20	06/03/2020	999025	Power Line Supply	582-588-785.000	70.00
06/20	06/03/2020	999025	Power Line Supply	582-010-111.000	5,074.32
06/20	06/03/2020	999025	Power Line Supply	582-010-111.000	564.88
06/20	06/03/2020	999025	Power Line Supply	582-010-111.000	16,336.56
06/20	06/03/2020	999025	Power Line Supply	582-588-785.000	70.00- V
06/20	06/03/2020	999025	Power Line Supply	582-010-111.000	5,074.32- V
06/20	06/03/2020	999025	Power Line Supply	582-010-111.000	564.88- V
06/20	06/03/2020	999025	Power Line Supply	582-010-111.000	16,336.56- V
06/20	06/03/2020	999026	Preston Feather	101-773-931.000	42.54
06/20	06/03/2020	999026	Preston Feather	101-770-775.000	18.10
06/20	06/03/2020	999026	Preston Feather	582-586-775.000	23.98
06/20	06/03/2020	999026	Preston Feather	101-770-775.000	25.00
06/20	06/03/2020	999026	Preston Feather	101-773-931.000	94.90
06/20	06/03/2020	999026	Preston Feather	101-773-931.000	295.44
06/20	06/03/2020	999026	Preston Feather	101-268-775.000	14.18
06/20	06/03/2020	999026	Preston Feather	101-770-775.000	13.96
06/20	06/03/2020	999026	Preston Feather	101-773-931.000	42.54- V
06/20	06/03/2020	999026	Preston Feather	101-770-775.000	18.10- V
06/20	06/03/2020	999026	Preston Feather	582-586-775.000	23.98- V
06/20	06/03/2020	999026	Preston Feather	101-770-775.000	25.00- V
06/20	06/03/2020	999026	Preston Feather	101-773-931.000	94.90- V
06/20	06/03/2020	999026	Preston Feather	101-773-931.000	295.44- V
06/20	06/03/2020	999026	Preston Feather	101-268-775.000	14.18- V
06/20	06/03/2020	999026	Preston Feather	101-770-775.000	13.96- V
06/20	06/03/2020	999027	Printing Systems Inc.	101-262-751.000	115.94
06/20	06/03/2020	999027	Printing Systems Inc.	101-262-751.000	115.94- V
06/20	06/03/2020	999028	Proclean North	592-554-802.000	847.00
06/20	06/03/2020	999028	Proclean North	592-554-802.000	847.00- V
06/20	06/03/2020	999029	Quality First Aid & Safety Inc.	592-549-775.000	178.87
06/20	06/03/2020	999029	Quality First Aid & Safety Inc.	592-551-775.000	153.99
06/20	06/03/2020	999029	Quality First Aid & Safety Inc.	592-549-775.000	178.87- V
06/20	06/03/2020	999029	Quality First Aid & Safety Inc.	592-551-775.000	153.99- V

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/20	06/03/2020	999030	Royal Tire	661-598-932.000	20.00
06/20	06/03/2020	999030	Royal Tire	661-598-931.000	28.00
06/20	06/03/2020	999030	Royal Tire	661-598-931.000	148.78
06/20	06/03/2020	999030	Royal Tire	661-598-932.000	20.00- V
06/20	06/03/2020	999030	Royal Tire	661-598-931.000	28.00- V
06/20	06/03/2020	999030	Royal Tire	661-598-931.000	148.78- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	35.88
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	31.45
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	17.10
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	127.18
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	34.37
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	138.87
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	50.38
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-754-775.000	444.67
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	463.14
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	29.94
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	35.88- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	31.45- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	17.10- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	127.18- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	34.37- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	138.87- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	50.38- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-754-775.000	444.67- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	463.14- V
06/20	06/03/2020	999031	SiteOne Landscape Supply	101-770-775.000	29.94- V
06/20	06/03/2020	999032	Spectrum Business	582-588-850.000	94.99
06/20	06/03/2020	999032	Spectrum Business	582-588-850.000	94.99
06/20	06/03/2020	999032	Spectrum Business	582-588-850.000	94.99- V
06/20	06/03/2020	999032	Spectrum Business	582-588-850.000	94.99- V
06/20	06/03/2020	999033	Standard Electric Company	582-590-775.000	959.67
06/20	06/03/2020	999033	Standard Electric Company	582-010-111.000	519.75
06/20	06/03/2020	999033	Standard Electric Company	582-586-775.000	195.84
06/20	06/03/2020	999033	Standard Electric Company	582-590-775.000	959.67- V
06/20	06/03/2020	999033	Standard Electric Company	582-010-111.000	519.75- V
06/20	06/03/2020	999033	Standard Electric Company	582-586-775.000	195.84- V
06/20	06/03/2020	999034	Staples Advantage	101-172-751.000	7.71
06/20	06/03/2020	999034	Staples Advantage	101-201-751.000	7.71
06/20	06/03/2020	999034	Staples Advantage	101-208-751.000	5.39
06/20	06/03/2020	999034	Staples Advantage	101-257-751.000	3.85
06/20	06/03/2020	999034	Staples Advantage	101-215-751.000	4.62
06/20	06/03/2020	999034	Staples Advantage	101-345-751.000	21.58
06/20	06/03/2020	999034	Staples Advantage	101-400-751.000	3.85
06/20	06/03/2020	999034	Staples Advantage	101-441-751.000	11.56
06/20	06/03/2020	999034	Staples Advantage	101-770-751.000	.77
06/20	06/03/2020	999034	Staples Advantage	101-773-775.000	.77
06/20	06/03/2020	999034	Staples Advantage	101-756-751.000	7.71
06/20	06/03/2020	999034	Staples Advantage	101-789-751.000	1.55
06/20	06/03/2020	999034	Staples Advantage	101-201-751.000	26.29
06/20	06/03/2020	999034	Staples Advantage	101-172-751.000	7.71- V
06/20	06/03/2020	999034	Staples Advantage	101-201-751.000	7.71- V
06/20	06/03/2020	999034	Staples Advantage	101-208-751.000	5.39- V
06/20	06/03/2020	999034	Staples Advantage	101-257-751.000	3.85- V
06/20	06/03/2020	999034	Staples Advantage	101-215-751.000	4.62- V
06/20	06/03/2020	999034	Staples Advantage	101-345-751.000	21.58- V
06/20	06/03/2020	999034	Staples Advantage	101-400-751.000	3.85- V

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
06/20	06/03/2020	999034	Staples Advantage	101-441-751.000	11.56- V
06/20	06/03/2020	999034	Staples Advantage	101-770-751.000	.77- V
06/20	06/03/2020	999034	Staples Advantage	101-773-775.000	.77- V
06/20	06/03/2020	999034	Staples Advantage	101-756-751.000	7.71- V
06/20	06/03/2020	999034	Staples Advantage	101-789-751.000	1.55- V
06/20	06/03/2020	999034	Staples Advantage	101-201-751.000	26.29- V
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.300	7,189.80
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.400	733.24
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.500	6.44
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.200	170.20
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.300	7,189.80- V
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.400	733.24- V
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.500	6.44- V
06/20	06/03/2020	999035	State of Michigan-Department of LARA	582-081-642.200	170.20- V
06/20	06/03/2020	999036	Stuart C Irby Co	582-586-775.000	1,628.00
06/20	06/03/2020	999036	Stuart C Irby Co	582-586-775.000	1,628.00- V
06/20	06/03/2020	999037	Tailor Shop, The	101-345-775.000	42.00
06/20	06/03/2020	999037	Tailor Shop, The	101-345-775.000	42.00- V
06/20	06/03/2020	999038	Team Elmers	101-770-802.000	380.56
06/20	06/03/2020	999038	Team Elmers	101-770-802.000	380.56- V
06/20	06/10/2020	999039	ACH-CHILD SUPPORT	701-000-230.160	181.98
06/20	06/10/2020	999040	ACH-EFTPS	701-000-230.200	13,034.57
06/20	06/10/2020	999040	ACH-EFTPS	701-000-230.100	21,938.70
06/20	06/10/2020	999040	ACH-EFTPS	701-000-230.200	13,034.57
06/20	06/10/2020	999040	ACH-EFTPS	701-000-230.200	3,048.38
06/20	06/10/2020	999040	ACH-EFTPS	701-000-230.200	3,048.38
06/20	06/10/2020	999041	ACH-ICMA 457	701-000-230.700	2,224.50
06/20	06/10/2020	999041	ACH-ICMA 457	701-000-230.700	5,130.00
06/20	06/10/2020	999042	ICMA 401	701-000-230.700	641.21
06/20	06/10/2020	999043	ICMA-ROTH	701-000-230.900	695.00
Grand Totals:					<u>453,359.34</u>

Report Criteria:

Check.Check issue date = 05/28/2020-06/10/2020

Check Number	Check Issue Date	Name	GL Account	Amount
89189	06/03/2020	Allen, Lonnie	582081642300	25.38
89190	06/03/2020	Childress, Jennifer	101756808110	35.00
89191	06/03/2020	Forbes, Stacey	101756808110	60.00
89192	06/03/2020	Great Lakes Gourmet	592040285000	73.73
89192	06/03/2020	Great Lakes Gourmet	582040285000	200.00
89193	06/03/2020	Hornbeck, Tiffany	101756808110	35.00
89194	06/03/2020	Kolodziej, Tamara	582588803000	40.00
89195	06/03/2020	Laura, Megan	101756808110	35.00
89196	06/03/2020	Manthei, Stephanie	101756808110	50.00
89197	06/03/2020	Middleton, Lee	582081642300	2.20
89198	06/03/2020	Milliron, Steve	101756808110	35.00
89199	06/03/2020	Radwanski, Keith	101087653000	8.00
89200	06/03/2020	Reaves, Michael	582040285000	31.45
89201	06/03/2020	Somers, Melissa	101756808110	70.00
89202	06/03/2020	Stover, Hillary	101756808110	35.00
89203	06/03/2020	Tomaszewski, Terri	101756808110	35.00
89204	06/03/2020	Vertican, Kelly	101756808110	35.00
89205	06/03/2020	Young, Keith	101756808010	682.00
89206	06/10/2020	Abbitt, Karrie	101756808110	25.00
89207	06/10/2020	Batchelder, Tammy	101756808110	25.00
89208	06/10/2020	Bauknecht, Heather	101756808010	1,708.00
89209	06/10/2020	Becker, Ashley	101756808110	30.00
89210	06/10/2020	Belfy, Kristin	101756808110	25.00
89211	06/10/2020	Borowski, Margaret	101756808110	25.00
89212	06/10/2020	Caroffino, Andrea	101-756-808.110	30.00
89213	06/10/2020	Childs, John & Sheryl	582040285000	54.41
89214	06/10/2020	Croake, Denise	101756808110	25.00
89215	06/10/2020	Donahoe, Andrea	101756808110	25.00
89216	06/10/2020	Doornbos, Liz	101756808110	25.00
89217	06/10/2020	Edgerton, Jenna	101756808110	25.00
89218	06/10/2020	Fay, Melissa	101756808110	30.00
89219	06/10/2020	Feeley, Amanda	101756808110	30.00
89220	06/10/2020	Fettig, Keisha	101756808110	25.00
89221	06/10/2020	Hall, Richard	101087653000	256.00
89222	06/10/2020	Harrold, Diana	101756808110	25.00
89223	06/10/2020	Hice, Lauren	101756808110	25.00
89224	06/10/2020	Janssens, Amy	101756808110	25.00
89225	06/10/2020	Johnnecheck, Amber	101756808110	25.00
89226	06/10/2020	Luckhardt, Erin	101756808110	25.00
89227	06/10/2020	Martin, Tanya	101756808110	25.00
89228	06/10/2020	Matzka, Justin	101756808110	25.00
89229	06/10/2020	Mrozinski, Elizabeth	101756808110	25.00
89230	06/10/2020	Peca, Alethea	101756808110	25.00
89231	06/10/2020	Retherford, Megan	101756808110	25.00
89232	06/10/2020	Schoolcraft, Sherry	101087653000	20.80
89233	06/10/2020	Steffes, Lindsay	101756808110	25.00
89234	06/10/2020	Stradling, Nicole	101756808110	25.00
89235	06/10/2020	Werth, Melanie	101756808110	25.00
89236	06/10/2020	Winnell, Katie	101756808110	25.00
89237	06/10/2020	Wright, Sativa	582040285000	6.31
Grand Totals:				4,228.28



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

AGENDA SUBJECT: Appointment Recommendations

RECOMMENDATION: That the City Council consider these appointments

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

- DISTRICT LIBRARY BOARD – Appointment of Kimberly Block, 502 Grove Street, to fill a vacated term ending January 2021.
- GREENWOOD CEMETERY BOARD – Appointment of Susanne Fantini, 109 Division Street, to fill a vacated term ending May 2022.

sb

Enclosures



City of Petoskey

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0100

RECEIVED

JUN 10 2020

CITY OF PETOSKEY
CITY MANAGER

LB

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, please notify a City staff member.

■ Name	Block		Kimberly		G	■ Date	6	7	2020
	Last		First		Initial				
■ Residence Address	502	Grove Street	Petoskey	MI	49770	■ Home Phone	231	881	5641
	Number	Street	City	State	Zip				
■ Email Address	kimberlyglennblock@gmail.com					■ Work Phone			

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? I am interested in the library board because libraries are crucial community centers for all ages from toddlers to seniors and serve numerous functions including literacy of all types.
- How do you believe your appointment would benefit the City? I am passionate about reading, libraries, and Petoskey. My passion, organization, and team assistance skills would benefit this board.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I led the Diversity club at PHS, I coach Cross Country Running at PHS, and I help run track meets.
- How many continuous years have you lived in Petoskey? 25
- Any other helpful information relevant to your application. My favorite places to visit are libraries on college campuses!

While it is not required, a resume is helpful in the recruitment process for City Boards and Commissions.

- ☒ YES ☐ NO Are you a City of Petoskey registered voter?
- ☐ YES ☒ NO Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? _____
- ☐ YES ☒ NO Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Applicant Signature: Kim Block Date: 6/7/2020

Kimberly Block

502 Grove Street
Petoskey, MI 49770
231-881-5641
block.kg.t@petoskeyschools.org

Summary Creative and innovative teacher effective at designing and instructing engaging lessons using multitude of techniques to reach all learning styles. Dedicated to fostering positive interpersonal relationships and encouraging student academic and personal growth.

Education **University of Michigan** Ann Arbor, Michigan
Rackham School of Graduate Studies June 1995
MASTER OF ARTS IN EDUCATION
Majors: History and Social Sciences
Class Honors 1994

School of Literature, Science, and the Arts
BACHELOR OF ARTS May 1992
Major: American Culture
Class Honors 1988-1992

Additional Education

Grand Valley State University- educational leadership classes
Central Michigan University- instructional innovation class
Endicott College- Effective writing process class
Madonna University- balanced assessment and formative assessment classes
Oakland University- Advanced Placement Training

Work Experience *Teacher, Social Studies Department Head, Teacher Leader 1997-present*
Petoskey High School, Petoskey, Michigan

- Taught freshmen U.S. History, sophomore Economics, Advanced Placement U.S. History. Emphasis on techniques utilizing Reading Apprenticeship, formative assessment, student reflection and self-analysis, writing development, simulations, and Socratic seminars.
- Led department meetings, acted as liaison between department and administration, ordered department materials, designed curricula to meet state standards using best practice strategies.
- Led and participated in numerous teacher focus groups and school committees such as Parent Advisory, Master Formative Teachers, School Improvement For Teachers, School Improvement, Freshmen House, Attendance Committee, and District Technology Committee.

Teacher 1995-1997
Pellston High School, Pellston, Michigan

- Taught 7th grade Careers class, freshmen global studies, sophomore and junior U.S. History, senior government. Emphasized cooperative learning groups and simulations. Stressed writing skills and growth mind set. Designed and modified curriculum for special education inclusion students as well as enrichment students.
-

References

John Wilcox

Assistant Principal, Petoskey High School
1500 Hill Street
Petoskey, MI 49770
231.348.2161
wilcox.jj.m@petoskeyschools.org

Julie Bergmann

Principal, Lincoln Elementary School
616 Connable Avenue
Petoskey, MI 49770
231.348.2121
bergmann.jm.m@petoskeyschools.org

Kacey Riley

English Teacher, Petoskey High School
1500 Hill Street
Petoskey, MI 49770
231.348.2135
riley.kk.t@petoskeyschools.org

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JUN 17 2020

CITY OF PETOSKEY
CITY MANAGER

43

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, please notify a City staff member.

■ Name	Fantini			Susanne			A	■ Date	06			01			20																																																																		
	Last			First			Initial																																																																										
■ Residence Address	109															Division St.															Petoskey															MI					49770										■ Home Phone	231					347					5061									
	Number					Street										City										State					Zip																																																		
■ Email Address	bienvenito@charter.net																																													■ Work Phone																																			

Please answer the following questions using the space provided.

- Use answer the following questions using the space provided.
1. What Board or Commission interests you and why are you applying? Greenwood Cemetery
 2. How do you believe your appointment would benefit the City? Passionate about cemetery; respect staff; eager to move projects forward along side board; open to new ideas and collaboration
 3. Describe any involvement in the community on a Board or Commission or in another volunteer capacity. Served on library bd 11 1/2 yr; Board of Advisors Agency on Aging for N.W. Michigan representing Emmet County; Volunteer Advisory Committee for Hospice; Capital Campaign Committee Hiland Cottage; Greenwood Cemetery History Comm.
 4. How many continuous years have you lived in Petoskey? 28
 5. Any other helpful information relevant to your application. dedicated to volunteer commitments; UofM graduate

While it is not required, a resume is helpful in the recruitment process for City Boards and Commissions.

☒ YES ☐ NO Are you a City of Petoskey registered voter?

☐ YES ☒ NO Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? _____

☐ YES ☒ NO Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Applicant Signature: Susanne Fantini Date: 6-1-20

Thank you for taking the time to complete this application. The people who serve on the City's Boards and Commissions perform a valuable service to the City. I will contact you if a vacancy arises on a Board or Commission in which you have an interest.

John Murphy
Mayor

Please return your completed application to:

City of Petoskey
Attn: City Manager's Office
101 East Lake Street
Petoskey, MI 49770

Susanne A. Fantini

109 Division Street, Petoskey, MI 49770

231-347-5061

June 1, 2020

John Murphy, Mayor
City of Petoskey
101 E. Lake Street
Petoskey, MI 49770

Attached is my application to serve on the Greenwood Cemetery Board. As previously discussed with you in early February, I may only serve on one city board. I am preparing to submit my resignation to the Petoskey District Library Board this week.

The last five months have given me the opportunity to consider what is best for the library and for my future in service to Petoskey. I am excited to serve in another capacity and look forward to challenging myself in service to the cemetery. I am familiar with Greenwood Cemetery and have been involved with several projects over the years. I believe I would be an asset to the cemetery board.

As a volunteer in many community organizations, I believe I have the desire, passion and commitment to serve on the Greenwood Cemetery board.

Currently I serve on the Board of Advisors for the Area Agency on Aging in Northwest Michigan representing Emmet County, have served on the Volunteer Advisory Committee for Hospice of Little Traverse Bay as well as the capital campaign committee for Hiland Cottage. I have been a member of the Greenwood Cemetery History Committee and served as Clerk of Session for 11 years at First Presbyterian Church.

Thank you so much for your consideration of my appointment to the Greenwood Cemetery Board.

Sincerely,

A handwritten signature in cursive script that reads "Sue".

Sue Fantini

10/10/1944

Dear Mr. [Name obscured]

Dear Sir,

I have your letter of the 10th inst.

and am sorry to hear that you

are not satisfied with the

results of the [Name obscured]

and am sorry to hear that you

are not satisfied with the

results of the [Name obscured]

and am sorry to hear that you

are not satisfied with the

results of the [Name obscured]

and am sorry to hear that you

are not satisfied with the

results of the [Name obscured]

and am sorry to hear that you

are not satisfied with the

results of the [Name obscured]

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City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

AGENDA SUBJECT: Consideration of a Request from Bay Street Hotel Developers to Commence Work on an Act 381 Brownfield Work Plan

RECOMMENDATION: That the City Council discuss with direction to staff and developer

Background Developers for the Bay Street Hotel have submitted a letter to the City Manager requesting that City Council again discuss the concept of utilizing a Brownfield to create a parking structure on the Saville Lot and for reimbursement of environmental and non-environmental eligible activities for the hotel development. See enclosed letter. Initial estimates call for \$1.6 million in State funding, \$981,000 in City funding and \$972,000 in Other Local funding.

The developer has paid \$7,000 for the no-build easement appraisal that should be completed in the next 2-3 weeks. If all goes accordingly, the City would discuss the completed appraisal at the July 6 City Council meeting. If City Council voted to allow the developer to proceed with the initial draft Brownfield Plan, an agenda item would be scheduled for July 20, 2020.

At this point, there is absolutely no commitment from the City as the Brownfield Plan is still in its conceptual stages. Future City Council meetings will give plenty of opportunity to discuss and ask questions with City Council eventually voting on whether to proceed forward with sending the draft Plan to the Emmet County Brownfield Authority for review and possible approval.

If City Council is interested in directing the developer to move forward with the 381 Action Plan, there are two options identified by the developer:

Option 1: 2-Step process whereby City would have to amend a Brownfield Plan to capture State Tax Increment Revenues to be reimbursed for \$3.14 million for construction of the parking structure. Brownfield would cover developer costs for environmental and non-environmental eligible activities (\$441,000).

Option 2: Create a Brownfield Plan whereby both the developer's and City's costs would be reimbursed contingent upon local and State approval. There would be no need to amend the plan in the future to include reimbursement of the City's costs with the City having up to 5 years to design and construct a parking structure. Although five years is plenty of time to complete a fairly straightforward parking structure, the Plan could also be extended if need be. According to MEDC representative Dan Leonard, a private/public Brownfield Plan (Option 2) would be looked upon much more favorably by State officials than solely a Brownfield Plan for a hotel.

The developer has also requested that the Brownfield Plan concept be sent to the DMB for their input at their next meeting.

Action With a potential \$1.6 million in State funding, the City Manager supports moving forward with development of the 381 Brownfield Action Plan for Council discussion at the July 20 meeting. At this point, there is no commitment from the City only an interest to further pursue more details of what a potential Brownfield Plan may look like.

If City Council wants to move forward, staff recommends Option 2.

To garner further input on the potential Brownfield Plan, staff recommends that the developer and staff present the concept to the DMB at a future meeting.

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Enclosures

Main Dock 7271 LLC

P.O. Box 1420
Mackinac Island

June 9, 2020

Rob Straebel
City Manager
101 E. Lake St.
City of Petoskey

RE: Bay Street Development Brownfield Plan

Rob,

This letter is to request placement on the June 15, 2020 City Council Agenda. The purpose is to have the Council discuss their thoughts on the concept of utilizing a Brownfield to create a small Parking Deck on the City's Saville Lot on Bay Street. Based on that discussion we are looking for a decision on whether the Council is interested in pursuing a Brownfield Plan which includes the Private Development of a boutique hotel by Main Dock 7271 LLC and the Public Improvement of a Public Parking Structure on the Saville Lot.

We have discussed this concept at several previous Council meetings.

As directed by Council we submitted the Proposed Development (public and private) to the Planning Commission for their comments. At the Planning Commission Meeting of May 21, 2020, after a thoughtful discussion which primarily revolved around fundamental support for the Development and the Parking Structure, two motions were made in support of the project, both passing unanimously.

At this time we would like to know the Council's intent regarding moving forward. If Council decides "yes" to pursuing a Brownfield Plan then Maindock 7271 will have our Brownfield Consultant, Eric Helzer of Advanced Redevelopment Solutions, draw up a Draft Brownfield Plan to bring back to the Council at the July 20, 2020 Meeting for discussion and potential final approval. This is required to send on to the County

Brownfield Authority to continue this process. With County Brownfield and County Board approval an Act 381 Work Plan will be prepared and sent on to the State's Michigan Economic Development Corporation (MEDC) / Michigan Strategic Fund (MSF) and the State Department of Environment, Great Lakes and Energy (EGLE) for their consideration and ultimate approval.

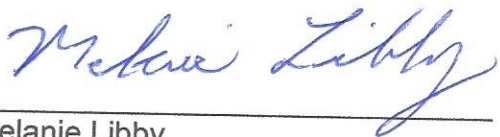
Attached is a tentative timeline which includes the steps to final approval of the Brownfield Plan and State Act 381 Work Plan.

Also attached is the previously submitted Brownfield Summary prepared for the Council by Mr. Helzer. In it, two options are presented for ways for the City to proceed. A decision on which option will be needed by the next council meeting (July 6, 2020) to draft the Brownfield Plan.

If the Council's intent is to not pursue a public/private Brownfield Plan then we will reassess the Development and our plan for moving forward.

Respectfully submitted,


Ira Green


Melanie Libby

Proposed Timeline

June 15, 2020 – Council decides intent to move forward with Brownfield Plan.

June 16, 2020 – July 14, 2020 – Brownfield Plan prepared by Eric Helzer of Advanced Redevelopment Solutions working with City Staff, County Brownfield Consultant and Developer.

July 20, 2020 – Council considers and comments on Draft of Brownfield Plan with potential approval.

July 21, 2020 – July 28, 2020 – If needed Brownfield Plan is amended.

August 3, 2020 – Council approves Final Brownfield Plan.

August 4, 2020 – Final approved Brownfield Plan is submitted to the Emmet County Brownfield Authority.

August 13, 2020 – Emmet County Brownfield Authority reviews and approves Brownfield Plan.

August 20, 2020 – Emmet County Board of Commissioners reviews and approves Brownfield Plan.

August 21, 2020 – Act 381 Work Plan is prepared and sent on to the State's Michigan Economic Development Corporation (MEDC) / Michigan Strategic Fund (MSF) and the State Department of Environment, Great Lakes and Energy (EGLE)

State Approval process.

October 27, 2020 – Final approval of Act 381 Work Plan by the Michigan Strategic Fund (MSF) and the State Department of Environment, Great Lakes and Energy (EGLE).

PROPOSED BAY STREET HOTEL PROJECT OPTIONS – WITH AND WITHOUT A BROWNFIELD PLAN

As of May 13, 2020

1. **No Brownfield Plan** – The City and Developer forego any benefit to reimburse costs toward their estimated \$3,587,900 in activities eligible under a Brownfield Program derived from estimated Local and State Tax Increment Revenue captures created by the Hotel investment. This choice eliminates future City Councils the opportunity of ever capturing over \$1.6 million of State Tax Revenue from the Hotel project for reimbursement of an estimated \$3.1 million City Parking Structure. To be eligible for tax increment revenue capture, a Brownfield Plan requires adoption before the private Hotel investment is made.

Brownfield	Estimated Captured Taxes		
Estimated Cost	State	City	Other Local
\$ 3,587,900	\$ 1,633,493	\$ 981,750	\$ 972,657

2. **Brownfield Plan Options** – City and Developer benefit by receiving reimbursement of their eligible Brownfield costs toward their proposed projects under the Brownfield Program from Local and State Tax Increment Revenue captures created by the Hotel investment. Only capturing newly created incremental revenues from the proposed private Developers project investment.

Estimated Eligible Activities and Costs (Developer/City) State/Local Tax Increment Revenue Capture	Total Estimated Cost	City Portion	Developer Portion
Environmental Eligible Activities Subtotal	\$ 275,288	\$ 68,213	\$ 207,075
Non-Environmental Eligible Activities (Demolition, Lead & Asbestos, Site Preparation) Subtotal	\$ 234,440	\$ -	\$ 234,440
Non-Environmental Eligible Activities (Infrastructure Improvements (i.e. Parking Structure)) Subtotal	\$ 3,078,173	\$ 3,078,173	\$ -
PROPOSED BROWNFIELD PLAN GRAND TOTAL (ENVIRONMENTAL & NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES)	\$ 3,587,900	\$ 3,146,386	\$ 441,514

- ✓ **Option #1:** This is a 2-Step Process toward allowing for both City's and Developer's eligible activities to be completed over a longer period, beyond 5 years.

Step 1 – Year 2020

Prepare a Brownfield Plan for Local (City / County) Approval and an Act 381 Work Plan for State (EGLE / MSF) Approval

- Covers Eligible Activity costs for Developer (\$441,514) only currently.
- Allows use of State Tax Increment Revenues for Developer costs and positions the City in the future to request use of State Tax Increment Revenues for its Parking Structure.
- Allows for up to 5 years to complete Developer activities.

Step 2 – Year to be determined

At a time, the City deems appropriate, amend the previously adopted Brownfield Plan for Local (City / County) Approval and amend the Act 381 Work Plan for State (EGLE / MSF) Approval

- Adds and covers Eligible Activity costs for City (\$3,146,386).
- Allows the use of State Tax Increment Revenues for City.
- Allows for up to 30 years to complete City activities.

- Pros:
 - Allows for the property to be “greened” / cleaned up.
 - Hotel is built, provides certainty to City of actual tax revenues available to service future City debt for the Parking Structure.
 - Gives the City several years to decide if it wants to construct the Public Parking Structure and if it decides to build it then City processes amendments to seek approval of a Brownfield Plan Amendment and Act 381 Work Plan Amendment.
 - Cons:
 - City will not be able to capture State Tax Increment Revenues from the Hotel project until the Brownfield Plan and Act 381 Work Plan are both amended and approved.
 - Cost of construction will most certainly rise over time and thus the Parking Structure cost projections will change requiring more Tax Increment Revenue to reimburse the City expenses.
 - Uncertainty of environment, policy, or willingness of the State in the future to approve of an amendment of the Act 381 Work Plan.
 - Possible changes to the legislation (PA 381, as amended) could change the incentive needed to reimburse eligible activity costs of the City.
- ✓ **Option #2:** Year 2020 - Prepare a Brownfield Plan for Local (City / County) Approval and an Act 381 Work Plan for State (EGLE / MSF) Approval
- Covers Eligible Activity costs for Developer (\$441,514) and City (\$3,146,386).
 - Allows the ability to use State Tax Increment Revenues to reimburse costs.
 - Allows for up to 5 years to complete Developer and City activities. If City in that timeframe does not wish to proceed with Parking Structure, then the Brownfield is deemed complete because the City’s costs of \$3,146,386 were not incurred and thus are not reimbursed.
 - Pros:
 - Allows for the property to be “greened” / cleaned up.
 - Hotel is built, provides certainty to City of actual tax revenues available to service future City debt for the Parking Structure.
 - Gives the City 3 Years to decide if it wants to construct the Public Parking Structure and 2 Years to complete it.
 - Cons:
 - If more time is needed to build the Parking Structure beyond 5 Years, amendments to the Brownfield Plan and Act 381 Work Plan will be required.



BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

AGENDA SUBJECT: Third Discussion Regarding Potential Changes to the City Charter

RECOMMENDATION: That the City Council discuss with direction to staff

Background Back on March 2, City Council discussed changes to the City Charter with consensus to pursue two potential amendments:

1. Term length for the Mayor (one year) is too short.

The City Attorney feels that these changes would be considered an “amendment” which does not require the establishment of a Charter Commission.

2. Mayor and City Council’s compensation is too low.

Compensation is an amendment but is subject to 5c of the Home Rule City Act (HRCA). See enclosed. Typically, cities create a Compensation Commission appointed by the Mayor and confirmed by a majority of City Councilmembers to determine salaries of elected officials. This may be a prudent direction to take. See enclosed salary survey for the Mayor and City Council positions completed by staff in March of this year.

The Following Information was Included in Past City Council Packets

Two City Council members asked that a discussion on potential revisions or amendments to the City Charter be discussed at this meeting. Enclosed is an informational sheet from Michigan Municipal League titled “*Charter Revision and Amendments for Home Rule Cities and Villages*,” that may assist City Council to better understand the process. We have also included the City Charter for review purposes.

Petoskey is a Home Rule City and is governed by state statutes through the Home Rule City Act (HRCA). At times, city charter language may become obsolete and need to be changed similar to changes to state and federal constitutions.

The last Charter Commission was in 1984 when Chapters 1-15 of the City Charter were approved by voters. In 1988, through the amendment process and without a Charter Commission, Section 9.2 was approved by voters allowing up to 5 mills for road infrastructure improvements.

There are two types of charter changes-revisions and amendments. Revisions suggests fundamental change, while amendments are corrections of detail, according to the Supreme Court.

The charter revisions procedure can be initiated by a 3/5 vote of the elected body or can be initiated by the petition method. A charter revision is typically a re-examination of the entire charter and may be recreated without obligation to maintain the form, scheme or structure of the former charter.

Charter amendments imply that the general plan and scope of the current charter will be maintained with corrections made to better accomplish its purpose. Charter amendments must be voted upon by at least a 3/5 majority of the elected body or by initiatory petitions of electors. Approved charter amendments will then be placed on the next municipal election or general state election.

Action Direction from City Council on whether to pursue the potential two changes to the City Charter.

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Enclosures



CITY COUNCIL

March 2, 2020

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, March 2, 2020. 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
Brian Wagner, City Councilmember
Lindsey Walker, City Councilmember

Absent: Suzanne Shumway, City Councilmember

Also in attendance were City Manager Robert Straebel, Clerk-Treasurer Alan Terry, City Planner Amy Tweeten, Public Works Director Michael Robbins, Parks and Recreation Director Kendall Klingelsmith, Public Safety Director Matthew Breed, City Attorney James Murray and Downtown Director Becky Goodman.

Hear Department of Public Safety Honor's Board Presentation

The Department of Public Safety Honor's Board recently authorized awards to Officers, Emmet EMS staff and citizens for meritorious service. Director Breed presented awards to the recipients for commendable service throughout the community including lifesaving awards, Public Safety commendation and citizen awards.

Consent Agenda - Resolution No. 19381

Following introduction of the consent agenda for this meeting of March 2, 2020, City Councilmember Marshall moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the February 17, 2020 regular session and February 24, 2020 special joint session City Council meetings be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since February 17, 2020 for contract and vendor claims at \$1,297,567, intergovernmental claims at \$8,696.79, and the February 20 payroll at \$205,794.40, for a total of \$1,512,058.19 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Hear Public Comment

Mayor Murphy asked for public comments and Alison Paton, 602 East Lake Street, is concerned and opposed to using Brownfield TIFs. Chris Struble, 320 ½ East Lake Street, commented on the ongoing cigar smoke at Ernesto's, the problematic smell to the residential apartment above the business and the difficulty in finding alternate living arrangements.

City Councilmembers commented on the approval of the liquor license for Ernesto's and that maybe a study could show what can be done to eliminate the issues.

Hear City Manager Updates

The City Manager reported that Baird Engineering is working on four preliminary shoreline improvement concepts for the waterfront and that the Emmet County Board of Commissioners will consider the Arrowhead Shores Slope Failure Study next week; that staff is working with the Little Traverse Historical Society on a renewal of a 20-year museum lease that is expiring in April with no major changes; that the Presidential Primary Election is March 10, 2020 which includes two local ballot proposals regarding medical and recreational marijuana issues; that the City received a \$14,700 grant from the Petoskey Harbor Springs Area Community Foundation to offset the costs of a slope failure study for the Little Traverse Wheelway; and that 167 letters signed by the Mayor were mailed thanking residents for their participation in the Voluntary Green Pricing Program which included a renewable energy sticker to better market and promote the program.

City Councilmembers inquired on researching a larger VGP marketing tool that is more visible from the road.

Hear Presentation on Revised Plans for the Bay/Howard Street Development

The City Manager reviewed the process to date and that developers are now proposing a different mix of housing rentals that was not originally proposed, and asked City Council to direct developers on whether to proceed with a pro-forma analysis of revised plans for Bay Street development.

Barry Polzin, Main Dock 7271 development team architect, reviewed plan changes for the development; that revised plans will include 32 units and parking spaces; that there is an increasing demand for single-person apartments; the first-floor will still be commercial; the lobby will be larger for community use; and use of a Brownfield TIF could double City's parking spaces.

City Councilmembers commented the plans look better and covered parking helps with plowing and is needed; inquired if developer would design parking to City standards; discussed process in determining a parking structure; and that DMB could be involved in moving forward with plans.

Mayor Murphy asked for public comments and heard an inquiry from a downtown resident who is generally opposed, but interested on how Brownfield TIFs, work; that development and additional parking will benefit this area and can't be overstated enough; that Council should allow roof-top park activity in this area so not only in Pennsylvania Park; that tax base will increase over time; and that TIF is a need base incentive and would pay for parking.

Discuss City Charter Revisions

The City Attorney reviewed options for Charter revisions concerning term length for the Mayor and term lengths in general for City Councilmembers, Ward and City Conventions nomination process and Mayor and City Council's compensation. The City Attorney reviewed that an amendment could be made for term of office and compensation, but convention process may be a Charter revision.

City Councilmembers discussed each topic and heard from those in favor of keeping the convention process since it currently works; concurred that terms and compensation should be reviewed; heard from those in favor of creating a Compensation Commission; inquired if the convention times could change without an entire Charter revision; that election of Mayor shouldn't always align with the same wards; and that citizens are now allowed to remove the Mayor annually if desired.

The City Attorney further reviewed that Council concurred to not change the convention process, and agreed with creating a Compensation Commission and look into changing only the Mayor's term of office.

Mayor Murphy asked for public comments and heard that it is easy to say no to single items compared to a Charter revision and a need for more councilmembers; that there is not a need for more Councilmembers; that the Mayor term should be revised to a three-year term; and Mayor and Councilmembers deserve more compensation.

Hear Public Safety 2019 Annual Report Presentation

Public Safety Director Matthew Breed gave a brief presentation concerning the department's 2019 annual statistics, programs and community engagement. Mr. Breed reviewed the annual report and answered questions.

First Reading of a Proposed Ordinance Amending Sections 1704(c) Off-street Parking Exception to General Provision and 2903(3) Site Requirements in the B-2A Transitional Business District

The City Planner reviewed that the Planning Commission unanimously recommended two changes to the Zoning Ordinance related to parking requirements adjacent to the Central Business District, Sections 1704(c) Off-street Parking Exception to General Provision and 2903(3) Site Requirements in the B-2A Transitional Business District which would remove two areas currently in the exempt district so properties would be required to provide parking.

The City Planner further reviewed that the parking exemption map would be redrawn if ordinance is approved; that the Central Business Parking Exempt District is exempt from providing off-street parking, but if off-street parking and loading requirements are provided, the lot shall meet all applicable design standards of Zoning Code; that during the public hearing to rezone properties at 112, 116, 118 and 124 East Mitchell Street to B-2A Transitional Business, there was concern raised about development of these properties if sufficient parking was not provided as the property is within the parking exempt district; that the Planning Commission recommended that boundary of the parking exempt district be amended to remove the block bounded by Emmet, Michigan and Elizabeth Streets, as well as the residential properties on Division Street at the north-east corner of the district; and that the other proposed change to Section 2903(3) would amend the B-2A Transitional Business District to allow a reduction in the amount of on-site parking to no less than 75% of the full parking requirements per Section 1704 of the Zoning Ordinance.

City Councilmembers inquired about future remodeling projects on Michigan Street and if properties would have to comply; if space is available on most of lots for parking; heard concerns if ordinance isn't approved that the East Mitchell Street development would use up more on-street parking; and heard concerns with unintended consequences relating to redrawing the parking exemption map and boundaries near Michigan, Emmet and Elizabeth Street area and asked for more information.

The City Planner responded that if properties remodel it must comply only if use is expanded.

Mayor Murphy asked for public comments and heard from those opposed to ordinance and discussions are on a problem that doesn't currently exist; that the area is ripe for development; concerns on why parking exempt area should change; and there is intense use of those areas by downtown business employees since parking is free.

City Council will further review proposed ordinance at the next regular scheduled meeting.

First Reading of a Proposed Ordinance to Rezone Properties at 112, 116, 118 and 124 East Mitchell Street from B-1 Local Business and O-S Office Service Districts to B-2A Transitional Business

The City Planner reviewed that a public hearing was held on the request to rezone four parcels known as Family Video to B-2A Transitional Business from B-1 Local Business and O-S Office Service; reviewed concerns regarding parking needs of uses allowed in the B-2A District, which resulted in a 4-4 Planning Commission vote; that the Commission found benefits of the rezoning to B-2A and worked to address the parking issues by proposing changes to the parking exempt district and parking requirements in the B-2A District; that Council consider whether the zoning of this property should enable development more compatible with the remainder of the block that is mix of single and multiple family dwellings, or more compatible with the CBD to the east; reviewed advantages and disadvantages of the site being rezoned to B-2A Transitional Business; that Council evaluate whether the zoning map amendment is consistent with the City Master Plan; and that staff believes the request is consistent with the Future Land Use Plan.

City Councilmembers discussed rezoning and inquired on the process and how the City could ensure it is developed for residential use.

Mayor Murphy asked for public comments and heard from someone in favor of rezoning properties and that the developer plans to have three-stories and on-site parking with parking on the first level.

City Council will further review proposed ordinance at the next regular scheduled meeting.

Acknowledge Receipt of 2019 Planning Commission Annual Report

The City Planner reported that required by the Michigan Planning Enabling Act, the City Council had been provided a copy of the 2019 Planning Commission Annual Report and Council was being asked to acknowledge receipt of this annual report. The City Planner gave a brief presentation highlighting 2019 accomplishments and answered questions and concerns.

Accept Declaration of Easement for Iron Belle Bridge – Resolution No. 19382

The City Manager reviewed that the City was recommended for a Natural Resources Trust Fund grant award for the construction of the Iron Belle Bridge which will connect the North Country Trail on the east side of the Bear River at North Central Michigan College and the west side at the River Road Sports Complex; that the project agreement was approved in 2019 and the State requires the easement agreement to be approved before they will issue their approval of the project agreement; that staff has been working with NCMC administration to ensure the bridge project will be completed to both entities standards; and that the easement has been reviewed by all parties involved.

City Councilmember Walker moved that, seconded by City Councilmember Wagner to accept the Declaration of Easement between the City of Petoskey and North Central Michigan College for use of the Iron Belle Bridge.

Said motion was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Approve Donation Plaque Language from League of Women Voters – Resolution No. 19383

The City Manager reviewed that staff has been working with Ann Srigley, representative of the League of Women Voters, on a donation of a deciduous tree and descriptive plaque; that per the City's Gift and Donation Acceptance Policy City Council is to approve all plaque language; and that the Parks and Recreation Department will purchase both the tree and plaque and the League of Women Voters will reimburse the City.

Ms. Srigley commented on the 100-year anniversary of League of Women Voters and the opportunity to donate to the City.

City Councilmember Marshall moved that, seconded by City Councilmember Walker to accept the tree and plaque donation from the League of Women Voters and approve the following plaque language: *"In honor of the Petoskey suffragists who fought for the voting rights of women in the United States. Donated by the League of Women Voters, Charlevoix-Emmet Counties, 2020."*

Said motion was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Council Comments

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

Authorize Closed Session – Resolution No. 19384

City Council was being asked to adopt a resolution that would authorize a closed session pursuant to Section 8(d) of the Michigan Open Meetings Act, to consider the purchase or lease of real property.

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

WHEREAS, the City Manager has requested that the City Council adjourn to a closed session, pursuant to Section 8(d) of the Michigan Open Meetings Act, to consider the purchase or lease of real property, at the City Council's regular meeting of March 2, 2020:

NOW, THEREFORE, BE IT RESOLVED that the City Council does and hereby authorizes to adjourn to a closed session, to consider purchase or lease of real property.

Said resolution was adopted by the following vote:

AYES: Marshall, Wagner, Walker, Murphy (4)

NAYS: None (0)

Recessed to closed session at 10:02 P.M.

Reconvened into open session at 10:20 P.M.

There being no further business to come before the City Council, this March 2, 2020, meeting of the City Council adjourned at 10:21 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

THE HOME RULE CITY ACT (EXCERPT)
Act 279 of 1909

117.5c Local officers compensation commission; creation; purpose; appointment, qualifications, and terms of members; vacancies; determination of salaries; expenses; meetings; quorum; concurrence of majority required; election of chairperson; compensation of members; conducting business at public meeting; notice of meeting; availability of certain writings to public; resolution; changing procedure; petition for referendum.

Sec. 5c. In place of a charter provision existing on December 31, 1972 establishing the salaries or the procedure for determining salaries of elected officials, the governing body may establish, by ordinance, the procedure described in this section, in which case the restriction contained in a charter provision with respect to changing salaries during term shall be inapplicable. The ordinance shall provide the following:

(a) A local officers compensation commission is created which shall determine the salaries of each local elected official. The commission shall consist of 5 members in a city of 20,000 population or less and 7 members in a city of over 20,000 population. The members shall be registered electors of the city, appointed by the mayor subject to confirmation by a majority of the members elected and serving in the legislative body. In the case of a 5-member commission, the terms of office shall be 5 years, except that of the members first appointed, 1 each shall be appointed for terms of 1, 2, 3, 4, and 5 years. In the case of a 7-member commission, the terms of office shall be 7 years, except that of the members first appointed, 1 each shall be appointed for terms of 1, 2, 3, 4, 5, 6, and 7 years. The first members shall be appointed within 30 days after the effective date of the ordinance. Members other than the first members shall be appointed before October 1 of the year of appointment. Vacancies shall be filled for the remainder of the unexpired term. A member or employee of the legislative, judicial, or executive branch of government or a member of the immediate family of a member or employee of the legislative, judicial, or executive branch of government shall not be a member of the commission.

(b) The commission shall determine the salary of each local elected official. The determination shall be the salary unless the legislative body, by resolution adopted by 2/3 of the members elected to and serving on the legislative body, rejects it. The determination of the commission shall be effective 30 days following its filing with the city clerk unless rejected by the legislative body. If the determination is rejected, the existing salary shall prevail. The expense allowance or reimbursement paid to elected officials in addition to salary shall be for expenses incurred in the course of city business and accounted for to the city.

(c) The commission shall meet for not more than 15 session days in each odd numbered year and shall make its determination within 45 calendar days after its first meeting. A majority of the members of the commission constitutes a quorum for conducting the business of the commission. The commission shall not take action or make a determination without a concurrence of a majority of the members appointed and serving on the commission. The commission shall elect a chairperson from among its members. As used in this section, "session day" means a calendar day on which the commission meets and a quorum is present. The members of the commission shall not receive compensation, but shall be entitled to actual and necessary expenses incurred in the performance of official duties.

(d) The business which the commission may perform shall be conducted at a public meeting of the commission held in compliance with Act No. 267 of the Public Acts of 1976, being sections 15.261 to 15.275 of the Michigan Compiled Laws. Public notice of the time, date, and place of the meeting of the commission shall be given in the manner required by Act No. 267 of the Public Acts of 1976.

(e) A writing prepared, owned, used, in the possession of, or retained by the commission in the performance of an official function shall be made available to the public in compliance with Act No. 442 of the Public Acts of 1976, being sections 15.231 to 15.246 of the Michigan Compiled Laws.

(f) The governing body shall implement this section by resolution. After 1 year following the date the ordinance goes into effect the procedure for establishing the compensation of elected officials may be changed by charter amendment or revision.

(g) Not more than 60 days after the effective date of the ordinance, a petition for a referendum on the ordinance may be filed pursuant to the procedure provided in the charter or otherwise by filing a petition with the city clerk containing the signatures of at least 5% of the registered electors of the city on the effective date of the ordinance. The election shall be conducted in the same manner as an election on a charter amendment. If a petition for referendum is filed, a determination of the commission shall not be effective until the ordinance has been approved by the electors.

History: Add. 1972, Act 8, Imd. Eff. Feb. 17, 1972;— Am. 1977, Act 204, Imd. Eff. Nov. 17, 1977;— Am. 1978, Act 106, Imd. Eff.

PREAMBLE

We, the people of Petoskey, Michigan, committed to the principles of citizen participation in framing public policy, the accountability of municipal service as a public trust, and the mutual effort for the well-being of our residents in a unique environment, do ordain this Charter.

CHAPTER 1. INCORPORATION AND POWERS

Section 1.1. Incorporation.

The municipal corporation now existing and known as the "City of Petoskey" as its limits now are or may be established shall continue as a municipal corporation under the laws of the State of Michigan.

Section 1.2. Boundaries.

The City shall be comprised of the territory constituting the City of Petoskey on the effective date of this Charter (January 1, 1985) as described in Appendix A attached. Any lawful changes in these boundaries shall not require amendment of this section.

Section 1.3. Form of Government and Powers.

The form of government provided for in this Charter is the "council-manager" form. The City has the powers granted to any city by the constitution and laws of the State of Michigan including the power to own and operate public utilities and services. The mention of specific powers in this Charter is not meant to exclude other powers.

Section 1.4. Powers Regarding Property.

The City shall have power to acquire, use, and dispose of property for any lawful purpose by any lawful means, however, all public grounds used for park purposes shall be inalienable and in no event shall the city council sell, lease,

encumber, trade, or divert to another public use any public park grounds without first securing the approval of a majority of the voters of the City voting on the question in any general or special election.

Section 1.5. Intergovernmental Cooperation.

The City shall have power to join with any other unit of government, by contract or in any way permitted by law, in the financing and ownership of any property or facility, or in the performance of any service, which each would have the power to own, operate, or perform separately.

CHAPTER 2. REPRESENTATION

Section 2.1. Wards.

The City of Petoskey shall be divided into four (4) wards. The boundaries of these wards shall be fixed by ordinance and shall be as nearly equal as possible in population based on the decennial census.

Section 2.2. Elected Councilmembers.

Each ward shall be represented by one (1) councilmember elected for a two-year term under the provisions of this Charter.

CHAPTER 3. ELECTIONS

Section 3.1. Qualifications for Voters.

Residents of the City of Petoskey who qualify as voters under the constitution and laws of the State of Michigan shall be the voters in the City.

Section 3.2. Supervision of Elections.

Under the general supervision of the city clerk, the registration of voters, preparation of ballots or machines, and the conduct of elections shall be in accordance with this Charter and with state election laws.

Section 3.3. Nominations for Councilmembers and City Convention Delegates.

There shall be an annual nonpartisan convention in each ward of the City at a time to be set by city council in accordance with state law. Convenient places for the ward conventions will be determined by the city council. Each convention shall nominate two (2) candidates for councilmember (in the year in which a vacancy occurs from that ward). The voters present may determine to nominate only one (1) candidate for councilmember.

Each ward convention shall select fifteen (15) delegates and five (5) alternates to the annual city convention. The city clerk shall give notice of ward conventions in a newspaper of general circulation in the City during the week preceding and on the day of the ward conventions. The notice shall state the time, place, and purpose of each ward convention.

Section 3.4. Conducting the Ward Convention.

Each ward convention shall open at 8:00 p.m. and may be called to order by any voter of that ward present. The voters present shall select eligible voters to be chairperson and clerk of that convention.

Section 3.5. Certifying Nominees.

The names of the candidates for city councilmember chosen by the convention, and the names of delegates and alternates to the city convention shall be certified by the chairperson and clerk of the convention and filed with the office of the city clerk before 5:00 p.m. of the following day. The names of candidates for councilmember so filed shall be placed on the ballot of the next general city election. The certified delegates and alternates shall be the representatives from each ward to the city convention and entitled to vote on all questions before that convention.

Section 3.6. City Convention.

An annual nonpartisan city convention shall be held at a time to be set by city council in accordance with state law. The city council shall determine the convenient place and it shall be opened at 8:00 p.m. The city clerk shall give notice of the time, place, and purpose of the city convention in a newspaper of general circulation in the City on at least one (1) day prior to and on the day of the convention. The convention may be called to order by any city officer or certified delegate present and shall proceed to select a chairperson and a clerk. Each delegate shall have one (1) vote.

Section 3.7. Nomination of Mayor.

Two (2) candidates for mayor shall be selected by the delegates to the city convention. The delegates may agree to choose only one (1) candidate for the office of mayor. A candidate for mayor shall not at the same time be a candidate for councilmember.

Section 3.8. Certification of Candidates.

The names of the candidates for mayor shall be certified by the chairperson and clerk of the city convention and shall be filed with the city clerk before 5:00 p.m. on the day following the convention. The city clerk shall place them on the ballot of the next general city election.

Section 3.9. Other Convention Business.

While convened, the delegates to the city convention, along with any other qualified voters of the City present, may hear reports, inquire of city officers or candidates for office, and may conduct advisory votes on any issues and questions affecting the welfare of the City and its citizens.

Section 3.10. Nominating Petitions.

Legally qualified persons may have their names placed on the general election ballot for the office of mayor or councilmember by filing

nominating petitions with the city clerk before 5:00 p.m. on the Monday following the city convention. A petition for the office of mayor shall be signed by not less than fifty (50) and not more than seventy-five (75) registered voters of the City. A petition for councilmember shall be signed by not less than fifty (50) and not more than seventy-five (75) registered voters in the petitioner's ward. If the city clerk determines the petition to be valid, that name shall be placed on the ballot.

Section 3.11. Nominating Petition Forms.

The city clerk shall have forms for nominating petitions available for use. Completed and filed petitions shall be available for public inspection.

Section 3.12. General Elections.

Nonpartisan general elections shall be held in the City on the Tuesday following the first Monday in November each year. The city council shall designate a convenient place in each ward for voting. Each voter shall vote in the ward in which the voter resides.

Section 3.13. Special Elections.

By resolution the city council may call for a special election in the City. Voters shall have no less than thirty (30) days notice and the resolution shall state clearly the purpose of the election and the question to be decided.

Section 3.14. Qualifications for City Office.

A candidate for the office of mayor or councilmember shall be a qualified voter and a resident of the City for no less than one (1) year. A candidate for the office of councilmember shall be a resident of the ward that the candidate seeks to represent. If a councilmember moves from a ward, that seat on the council shall be declared vacant. No member of the city council shall be employed by the City during the councilmember's term of office.

Section 3.15. Election Commission.

The city election commission shall consist of the city clerk as chairperson, the city attorney, and one other registered voter appointed by the council who is not a councilmember nor a candidate for election. To maintain a membership of three (3) on this commission, the city council shall have power to fill vacancies if the city clerk or city attorney are disabled or if that office is vacant.

Section 3.16. Duties of Election Commission.

The election commission shall have those duties prescribed by state law. Unless otherwise provided, they shall determine disputes as to adequacy of petition, appoint election inspectors, and prescribe procedures to be followed in tallying the votes of the people. The rate of compensation for election inspectors shall be fixed by the city council. The polls shall be open between 7:00 a.m. and 8:00 p.m.

Section 3.17. Recall.

The citizens of the City are assured by this Charter as to the responsiveness of public officials to the duties of their office, to the democratically determined will of the people, and to the importance of public trust. Any elected official may be removed from office by the voters of the City in the manner prescribed by state law.

Section 3.18. Vacancies.

Any vacancy in the office of mayor or councilmember shall be filled within thirty (30) days by a majority vote of the remaining councilmembers. If a mayor is chosen from among the councilmembers, the council shall appoint another voter from that ward to represent that ward on the city council. A vacancy need not be filled if it occurs less than sixty (60) days before a city election. A vacancy of office shall be determined to have taken place upon the death, resignation, recall, moving from the

ward, conviction of a felony, conflict-of-interest disqualification, or the finding of mental incompetency by a court of competent jurisdiction.

Section 3.19. Oath of Office.

Before assuming the office of mayor or councilmember, an elected or appointed person shall publicly subscribe an oath in writing, promising to uphold and defend the constitutions and laws of the United States and the State of Michigan and to faithfully discharge the duties of such office.

CHAPTER 4. THE CITY COUNCIL

Section 4.1. Composition and Powers.

The City of Petoskey shall be governed by a council composed of five (5) members: the mayor and four (4) councilmembers, one (1) representing each ward. Except as provided elsewhere in this Charter or by general law, the city council shall exercise all the powers conferred upon cities by state law, to adopt all ordinances and resolutions and to otherwise govern. The city council shall provide through the city manager for the public peace and health and for the safety of persons and property.

Section 4.2. Terms of Office.

The mayor shall be elected for a term of one (1) year. The councilmembers shall be elected for a term of two (2) years and the terms shall be arranged so that two (2) wards elect a councilmember each year. Terms shall begin on January 1 of the year following the election.

Section 4.3. Duties of the Mayor.

The mayor shall preside at the meetings of the city council and shall be considered the executive of the City for all ceremonial purposes. The mayor shall have voice and vote in all deliberations of the city council and no power of veto. The mayor shall appoint the members of all commissions and committees. The mayor,

along with the city clerk, and under the authority of the city council shall sign all deeds, bonds, contracts, leases, and other legal papers in which the City is made a party. The Mayor shall supervise the contracts, agreements, and obligations of the City and serve to protect the interests of the City.

Section 4.4. City Council Meetings.

The city council shall meet regularly, preferably in the city council chambers in the city hall, on the first and third Mondays of each month. The city council shall provide for special meetings as its duties require. All meetings shall be in compliance with the Michigan Open Meetings Act, and a written journal of its proceedings shall be kept in the English language. All records of the City shall be made available to the general public in compliance with state law.

Section 4.5. Quorum.

Three (3) members of the city council shall constitute a quorum. The affirmative vote of three (3) members shall be necessary to adopt any motion, resolution, or ordinance unless a greater number is provided for elsewhere in this Charter. Every vote shall be taken by roll call and shall be recorded by the city clerk. The city clerk shall read the written version of any motion or resolution before it is voted upon.

Section 4.6. Notice of Special Meetings.

Special meetings of the city council shall be called by the city clerk on the written request of the mayor, or of any three (3) councilmembers. Written notice of the meeting shall be served personally to each councilmember or left at his place of residence no less than twenty-four (24) hours before the time the meeting is to begin. The notice shall include the purpose of calling the meeting, and no other business shall be considered.

Section 4.7. Compensation.

The mayor shall receive the sum of twenty-five dollars (\$25.00) for each city council meeting attended, regular or special, provided that the compensation does not exceed the sum of seven hundred fifty dollars (\$750.00) per year. Councilmembers shall receive a sum of fifteen dollars (\$15.00) for each meeting attended, regular or special, provided that the compensation does not exceed four hundred fifty dollars (\$450.00) per year. The mayor and councilmembers may be reimbursed for reasonable expenses actually incurred in the course of their official duties. An itemized statement of such expenses shall be submitted to the city council and payment authorized by its vote.

Section 4.8. Appointments.

The city council shall appoint a city manager, a city attorney, and a city assessor and such other officials as general law may require.

Section 4.9. City Council and Personnel.

Neither the city council, nor any of its members shall dictate the appointment of any person to office or employment by the city manager, or in any manner interfere with the city manager in the city manager's control over the administrative service. Except for the purpose of inquiry, the council and its members shall deal with the administrative service solely through the city manager, and neither the council nor any member shall give orders to any of the subordinates of the city manager.

Section 4.10. Mayor Pro tempore.

The city council shall elect from among its members a mayor pro tempore who shall act in the absence or incapacity of the mayor.

CHAPTER 5. ADMINISTRATIVE SERVICES**Section 5.1. City Manager.**

The city council shall, by a majority vote, appoint a city manager for an indefinite term, fix

the compensation, and execute an employment contract. The city manager shall be appointed solely on the basis of executive and administrative qualifications. The city manager need not be a resident of the City at the time of appointment, but shall become a resident within six (6) months. Before entering the duties of office, the city manager shall subscribe the official oath.

Section 5.2. Powers and Duties.

The city manager shall be the chief administrative officer of the City, responsible to the city council for the administration of all city affairs placed in the city manager's charge by or under this Charter including, but not limited to the following:

- (a) Appoint, suspend, or remove all city employees except as otherwise provided for by this Charter, law, or personnel rules adopted in accordance with this Charter. The city manager may authorize any administrative officer subject to the city manager's supervision to exercise these powers with respect to subordinates;
- (b) Attend all meetings of the city council with the right of voice, but not vote;
- (c) Provide for the execution and enforcement of laws, provisions of this Charter, and acts of the city council;
- (d) Prepare and submit the annual budget and capital program to the city council;
- (e) Submit to the city council and make available to the public a complete report of finances and administrative activities at the end of each fiscal year;
- (f) Make such reports as the city council shall require regarding the operation of the City, its departments, and agencies;
- (g) Keep the city council fully advised as to the financial condition and future needs of the City and make recommendations as to courses of action; and

- (h) Perform the duties prescribed by this Charter or required by the city council.

Section 5.3. Acting City Manager.

The city manager shall designate by letter filed with the city clerk a qualified city administrative officer to serve as acting city manager in case of the city manager's absence or disability. This appointment shall be approved by the city council.

Section 5.4. City Attorney.

The city council shall appoint a city attorney who shall serve as chief legal advisor to the city council, the city manager, and all departments and agencies of the City. The city attorney shall represent the City in any legal proceedings. The city attorney shall be licensed to practice law in the State of Michigan. The city council may engage one (1) or more attorneys with expertise for particular cases. The salary shall be fixed by city council.

Section 5.5. City Assessor.

The city council shall appoint a city assessor meeting statutory qualifications, who shall possess all the powers vested in, and shall be charged with all the duties imposed [upon] assessing officers by statute, or by ordinance of the City, or by resolution of the council. The salary shall be fixed by city council.

Section 5.6. City Clerk.

A city clerk shall be appointed by the city manager with approval of the city council solely on the basis of administrative qualifications. The salary shall be fixed by the city manager in accordance with budget appropriations. The city clerk shall be clerk of the council and shall, with the mayor, sign all ordinances. The city clerk shall keep a permanent journal of all council proceedings and ordinances; shall keep and preserve the corporate seal and all official documents; and shall administer oaths of office. In

addition, the city clerk shall perform all other duties prescribed by law, this Charter, and as directed by the city manager.

Section 5.7. City Treasurer.

A city treasurer shall be appointed by the city manager with approval of the city council solely on the basis of administrative qualifications. The salary shall be fixed by the city manager in accordance with budget appropriations. The city treasurer shall have custody of all monies of the City and shall perform all other duties prescribed by law, this Charter, and as directed by the city manager.

Section 5.8. Clerk-Treasurer.

The city council may at any time by resolution combine, or separate from combination, the office of city clerk and the office of city treasurer.

CHAPTER 6. LEGISLATION

Section 6.1. Existing Legislation.

All ordinances, resolutions, rules, and regulations of the City of Petoskey that are consistent with the provisions of this Charter shall continue in full force at the adoption of this Charter unless repealed or amended.

Section 6.2. Resolutions and Ordinances.

All actions of the city council shall be by resolution or ordinance. Resolutions shall be official actions of the city council in the form of a motion pertaining to internal affairs or concerns of the City. Acts that carry a penalty for violation shall be by ordinance.

Section 6.3. Enactment of Ordinances.

All legislation of the City of Petoskey shall be by ordinance. Each ordinance shall be identified by a number and a short title. Each proposed ordinance shall be introduced in written or printed form. The style of all ordinances passed by the city council shall be: "The City of Petoskey or-

Mayor Compensation

Municipality	County	Population	Annual Pay	2019 Taxable Value	2019 General Fund Revenues
Traverse City	Grand Traverse	14,674	\$9,747	\$917,201,145	\$18,040,700
Alpena	Alpena	9,963	\$8,000	\$239,773,284	\$9,583,071
Elk Rapids	Antrim	1,642	\$6,480	\$128,392,934	\$1,291,164
Sault Sainte Marie	Chippewa	14,144	\$6,426	\$285,840,936	\$11,857,678
Cadillac	Wexford	10,355	\$4,400	\$223,187,761	\$7,561,100
Bellaire	Antrim	1,086	\$3,600	\$33,987,782	\$529,075
Gaylord	Otsego	3,645	\$3,500	\$179,902,992	\$3,508,180
Mancelona	Antrim	1,390	\$3,500	\$17,959,984	\$480,600
Boyne City	Charlevoix	3,735	\$3,250	\$198,691,591	\$6,126,910
Charlevoix	Charlevoix	2,513	\$2,640	\$257,621,453	\$3,614,410
Otsego	Allegan	3,956	\$2,500	\$91,894,049	\$1,756,510
Mackinaw City	Emmet	806	\$2,160	\$97,179,519	\$2,079,366
Kalkaska	Kalkaska	2,020	\$1,963	\$51,232,576	\$913,119
Grayling	Crawford	1,874	\$1,800	\$41,699,931	\$1,813,366
Frankfort	Benzie	1,286	\$1,796	\$93,491,295	\$1,625,245
Cheboygan	Cheboygan	4,876	\$1,545	\$107,220,093	\$2,203,695
Rogers City	Presque Isle	2,827	\$1,500	\$70,114,706	\$2,157,220
East Jordan	Charlevoix	2,350	\$650	\$56,500,000	\$975,000
Harbor Springs	Emmet	1200	\$130	\$266,097,731	\$2,796,500
Mean (Average)		4,439	\$3,452	\$176,736,303	\$4,153,311
Petoskey	Emmet	5,670	\$575	\$506,283,360	\$9,011,300

Elected Official Compensation

Municipality	County	Population	Annual Pay	2019 Taxable Value	2019 General Fund Revenues
Traverse City	Grand Traverse	14,674	\$6,437	\$917,201,145	\$18,040,700
Alpena	Alpena	9,963	\$6,000	\$239,773,284	\$9,583,071
Sault Sainte Marie	Chippewa	14,144	\$4,284	\$285,840,936	\$11,857,678
Elk Rapids	Antrim	1,642	\$3,240	\$128,392,934	\$1,291,164
Cadillac	Wexford	10,355	\$3,100	\$223,187,761	\$7,561,100
Boyne City	Charlevoix	3,735	\$3,000	\$198,691,591	\$6,126,910
Gaylord	Otsego	3,645	\$2,500	\$179,902,992	\$3,508,180
Otsego	Allegan	3,956	\$1,900	\$91,894,049	\$1,756,510
Kalkaska	Kalkaska	2,020	\$1,718	\$51,232,576	\$913,119
Mancelona	Antrim	1,390	\$1,500	\$17,959,984	\$480,600
Cheboygan	Cheboygan	4,876	\$1,324	\$107,220,093	\$2,203,695
Charlevoix	Charlevoix	2,513	\$1,320	\$257,621,453	\$3,614,410
Frankfort	Benzie	1,286	\$1,296	\$93,491,295	\$1,625,245
Rogers City	Presque Isle	2,827	\$1,200	\$70,114,706	\$2,157,220
Grayling	Crawford	1,874	\$1,200	\$41,699,931	\$1,813,366
Mackinaw City	Emmet	806	\$1,200	\$97,179,519	\$2,079,366
East Jordan	Charlevoix	2,350	\$650	\$56,500,000	\$975,000
Bellaire	Antrim	1,086	\$600	\$33,987,782	\$529,075
Harbor Springs	Emmet	1200	\$130	\$266,097,731	\$2,796,500
Mean (Average)		4,439	\$2,242	\$176,736,303	\$4,153,311
Petoskey	Emmet	5,670	\$330-\$345	\$506,283,360	\$9,011,300

Charter Revision and Amendment for Home Rule Cities and Villages

by Daniel C. Matson

Background for Change

Michigan cities and villages exist within a framework that is part of a greater system of state and federal law. The system is described in governing documents which fit into a hierarchy of importance and must be kept current. Constitutions, statutes and charters are primary examples of these documents.

Most Michigan cities are incorporated under the Home Rule City Act, 1909 PA 279 (HRCA) (MCL 117.1 et seq.). Home rule villages are created through the Home Rule Village Act, 1909 PA 278 (HRVA) (MCL 78.1 et seq.) The HRCA and HRVA are statutes that were authorized by the Michigan Constitution of 1908, and currently by Article VII, Section 22, of the Michigan Constitution of 1963.

Locally, the city or village charter is the principal governing document. This article addresses existing charters of home rule cities and villages. As each community changes in various ways over time, its charter has to change with it. The same is true at the state and federal levels. The U.S. Constitution has been amended 27 times to date. Michigan has had four constitutions and numerous amendments. Statutes are being enacted and amended constantly.

When a charter becomes outdated it hinders the ability of local government to serve properly. A charter that is no longer current is one with provisions that are illegal, obsolete or missing. Changes are needed to correct misleading, unreliable or unresponsive charters.

Illegal Charter Provisions

Charter provisions may be preempted by other law. No provision of any city or village charter shall conflict with or contravene the provisions of any general law of the state (MCL 117.36; 78.27). Other instances of illegality result when a court declares them so.

Obsolete Charter Provisions

The mere passage of time contributes to charter obsolescence.

Provisions that once made sense in the history of a community may later be irrelevant or too restrictive. Certain dollar limitations for expenditures, titles of municipal officers and departments, and descriptions of functions are some of them. Archaic charter language, or charters dominated by male pronouns, also contribute to examples of obsolescence. One charter provision may be in conflict with another, leading to confusion of interpretation.

Omitted Charter Provisions

Does the charter claim all powers allowed by law or does it unduly limit their exercise?

The HRCA and HRV provide in similar language that each city or village charter may provide “for the exercise of all municipal powers in the management and control of municipal property and in the administration of the municipal government, whether such powers are expressly enumerated or not; for any act to advance the interests of the city or village, the good government and prosperity of the municipality and its inhabitants and to pass all laws and ordinances relating to its municipal concerns, subject to the constitution and general laws of this state” (MCL 117.4j(3); 78.24(m)).

The HRVA permits a village to adopt as part of its charter any chapter, act or section of state statutes not inconsistent with the act, which relates to the powers or government of villages generally (MCL 78.25).

The HRCA and HRVA prescribe certain charter content. Essential provisions are mandated. Others are permissive. Still other provisions are prohibited, or are further restricted.

Room for Improvement

With decades of experience under municipal home rule, generations of citizens have come to view home rule as deserving of the public trust, as reflected increasingly in modern charter language.

Does the community want or need more innovative charter provisions than presently exist? It is possible to guide local officials, officers and employees in their various functions by specific creative charter authorizations declared to be in the public interest. Examples are continual planning for change, providing continuing education at all levels of civic participation, improving intergovernmental relationships, employing alternative dispute resolution methods, conserving resources, both human and environmental, keeping the public informed of vital concerns, enhancing cultural qualities, and promoting ethical standards and behavior.

Examination of the local charter for practical use should also raise the following questions:

- I. Is it organized in logical sequence?
- II. Does it define key terms?
- III. Is the language clear and understandable?
- IV. Are provisions easy to locate when needed?
- V. Does it have an index?
- VI. Is it preceded by a meaningful preamble and historic statement?

To Revise or to Amend

The two forms of legally authorized changes are by revision or amendment of the charter.

The home rule acts allow communities to make substantial or nominal changes in their charters by different routes. Charter revision implies re-examination of the entire document and that it may be recreated without obligation to maintain the form, scheme, or structure of the former charter. Amendment implies that the general plan and scope of the former will be maintained, with corrections to better accomplish its purpose. Revision suggests fundamental change, while amendment is a correction of detail, according to the Michigan Supreme Court.

A change in the form of government will require charter revision and not merely amendment. What constitutes such a change may require in-depth study. Legal advice should be sought if that question arises.

Charter Revision

Revision of city charters may be initiated by a resolution adopted by 3/5 of the legislative body or by petition signed by at least five percent of the registered voters, unless the present charter provides otherwise. In any case, the decision to revise is for the electors to approve or reject. They must also select a nine member charter commission to revise the charter, none of whom may be an elected or appointed city officer or employee. Both matters may be voted upon at the same or separate elections. An advisory vote may also be taken on the question of a change in the form of government.

The initiation of a home rule village charter revision requires a 2/3 approval vote by the legislative body, or by electors' petition of at least 20 percent of the total vote cast for president (village) at the last preceding election, unless otherwise provided by charter. The village charter commission consists of five elected members.

The municipal legislative body determines the place of meeting, the compensation of charter commission members, and provides funds for expenses and ballots.

The city charter commission convenes on the second Tuesday after the election. The city clerk presides at the first meeting. The clerk administers oaths of office and acts as the clerk of the commission.

The village charter commission convenes within ten days after its election, and frames a charter within 60 days thereafter.

The city and village charter commissions assess the qualifications of their members, choose their officers, determine their rules of proceeding, keep a journal, and fill their vacancies. City charter commission members are compensated for attending a maximum of 90 meetings (one per day). A majority of city charter commission members constitute a quorum. Three or more village charter commission members are a quorum. Commission sessions are public.

It is generally advisable for a city charter commission to engage a legal consultant experienced in these matters as there are numerous legal issues at stake. The county prosecutor is required by statute to advise village charter commissions.

A proposed revised charter is submitted to the governor for approval. The attorney general reviews it and advises the governor regarding its legality. The governor signs the charter if approved; otherwise the charter is returned to the charter commission with a commentary of recommended corrections.

An approved proposed city charter is to be published in full as prescribed by the charter commission. The attorney general's position is that publication is to be in a newspaper in general circulation within the community, which is the statutorily required method of publication of village charters.

The adoption of the revised charter is for the electorate to decide by a simple majority of those voting on the question. Specific provisions for a city charter may also be decided as separate ballot propositions. The ballot questions are to be approved for clarity and impartiality by the attorney general. The ballot contains voting instructions and explains the effect of each proposal.

If a proposed city charter revision is rejected, the charter commission reconvenes and determines whether to take no further action or to proceed with a further revision. If no action is taken, the city charter commission ceases to exist. Proposed revised city charters may be submitted to electors by a charter commission three times within a three-year period. A new proposal to revise a charter may be voted upon at any time after termination of the charter commission.

A proposed revised village charter must be filed with the village clerk not less than 90 days before the election. A revision may be submitted to the electors only once in two years.

Charter Amendment

Amendment of a city charter may be proposed by 3/5 of the members of the legislative body, or by an initiatory petition of electors. If proposed by the legislative body, the proposal is submitted to the electors at the next municipal or general state election, or

special election held in the city not less than 60 days after it is proposed. In the case of petitions, the election is to occur not less than 90 days following their filing.

A village charter amendment may be submitted to the electors by a 2/3 vote of the legislative body or petitioned for by not less than 20 percent of the number of electors voting for president at the last election.

The governor is presented with the proposed amendment of a city or village charter for approval, and signs it if approved. If not approved, it is returned to the legislative body with stated objections for reconsideration. If 2/3 of the members agree to pass it, it is submitted to the electors. If the amendment was initiated by petition, it is submitted to electors notwithstanding the objections.

An amendment to a village charter is submitted to electors at the next general or special election. An amendment originated by the legislative body is published and remains on the table for 30 days before action on it is taken. The form of a proposed amendment to appear on the ballot is determined by resolution of the legislative body, unless provided for in the initiatory petition. Publication is made in a newspaper published or circulating in the village at least once, not less than two weeks, nor more than four weeks before the election.

Proposed amendments are to be published in full with existing charter provisions to be altered or abrogated by them. The purpose of a city charter amendment is designated on the ballot in not more than 100 words, exclusive of caption. The statement of purpose must be true and impartial so as to create no prejudice for or against the amendment. The attorney general examines it for compliance before its printing. The amendment is conspicuously posted in full in each polling place. The form of the proposed amendment is determined by resolution of the legislative body unless provided for in the initiatory petition. In the latter case the legislative body may add an explanatory caption.

A proposed amendment is confined to one subject. If a subject embraces more than one related proposition, each of them must be separately stated to allow an elector to vote for or against each proposition.

A majority vote of electors voting on the question is required to pass an amendment.

A failed proposed amendment to a city charter may not be resubmitted for two years.

Legal References

The sections of the Home Rule City Act that directly relate to charter revision are 18, 19, 20, 22, 23, 24, 26, and 28. Those that govern amendment are 21, 22, 23, 24, 25, 26, and 28. The corresponding sections of the Home Rule Village Act are 14, 15, 18, 19, 20, 21, and 26 for revision and 17, 18, 19, 20, and 21 for amendment.

The remaining provisions of each of the acts, respectively, must be referred to in considering changes to a city or village charter. Certain features of each municipal charter are mandatory and are not subject to exclusion. Others as noted above are permissive or restrictive and deliberate consideration is to be given to them. Constitutional provisions and a host of statutory laws also bear upon what may appear in charters, and to what extent and content.

Courts have interpreted the validity of various charter provisions and the statutes that dictate their use. The Michigan attorney general has also rendered opinions, when requested, for guidance in areas of specific legal concern.

All sources of law that bear upon charter issues need to be consulted in any effort to reform charters, to achieve the desired benefit to the communities served by them.

Charter Revision Strategies

To do justice to the charter revision process, it is well to project an 18-month time frame after the election of the charter commission in order to complete the task. Each commission will set its own pace. It should meet regularly and assign a chapter of the charter at a time to be considered at a subsequent meeting or meetings. The review of each provision should be by all members so that each participant has a grasp of the issues involved. The entire charter document is subject to revision and improvement. Officeholders are to be consulted for views regarding the effect of current charter provisions upon their duties and performances.

It is well for the commission members to wrestle with and to dispose of the most volatile issues first and to resolve them expeditiously and to then close ranks. The charter commission must present to the public a unified approach and avoid divisions caused by single or limited issue positions, which tend to discourage voters and lead to defeat of the product of countless hours of study, debate and drafting. It is also well to have one

person draft all segments of the document, to preserve continuity of style and form. Until the commission approves a final version, each draft should be regarded as tentative to allow the entire work product to evolve into a cohesive whole.

The election cycle is a foremost consideration in the timing of charter submission to the electorate. To achieve timely completion of the charter is to also allow sufficient opportunity for review by the attorney general on behalf of the governor. It is prudent and a courtesy to those offices to request their optimum timing in advance. The review of total charter language is given expert, in-depth analysis by the highly experienced assistant attorney general in charge of that service. The reviewer may need to refer various articles of the charter to other state agencies for inspection. Further consideration must be given to the prospect that added time will be needed for adjustment if objections are raised.

Revised charters and amended charter provisions approved by the electorate with the vote for and against are filed in duplicate with the county clerk and the secretary of state, within 30 days after the vote is taken. They become effective upon filing, unless a different effective date is specified in the document, in the case of a city charter.

Conclusion

The service performed for the community by the members of a charter commission is immeasurable and has its own reward. It is a significant honor to participate in the creation of the document that most directly affects the quality of local government and the well-being of its citizens.



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

AGENDA SUBJECT: Conventions Resolution

RECOMMENDATION: That the City Council adopt this proposed resolution

Background As required by City Charter provisions, the City Council will be asked to adopt the enclosed proposed resolution that would schedule times and designate locations for conducting annual Ward and City Conventions.

Ward and City Conventions are part of an election process and as such, an essential government activity and not required to comply with current executive order of no more than 50 people congregating in an interior space. All participants will be required to wear face masks and abide by social distancing requirements. The City will have masks available at each convention location.

Dates In order to comply with the State's filing deadlines for candidates, the proposed date of the four Ward Conventions are scheduled simultaneously for 8:00 P.M., Monday, July 13, and the City Convention is scheduled for 8:00 P.M., Wednesday, July 15.

Locations Ward Conventions would be conducted at the Petoskey Middle School Cafeteria (First Ward), Ottawa Elementary Cafeteria (Second Ward), Lincoln Elementary Cafeteria (Third Ward), and Sheridan Elementary Cafeteria (Fourth Ward). The City Convention will convene at the Emmet County Fairgrounds Community Center.

sb
Enclosure



City of Petoskey

Resolution

WHEREAS, in accordance with provisions of the City Charter, the City Council must establish dates and places for annual Ward Conventions and the annual City Convention:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby calls the annual 2020 Ward Conventions to be held at 8:00 P.M., Monday, July 13, at the Petoskey Middle School Cafeteria for the First Ward, Ottawa Elementary Cafeteria for the Second Ward, Lincoln Elementary Cafeteria for the Third Ward, and Sheridan Elementary Cafeteria for the Fourth Ward; and

BE IT FURTHER RESOLVED that the City Council does and hereby calls the annual 2020 City Convention to be conducted at 8:00 P.M., Wednesday, July 15, at the Emmet County Fairgrounds Community Center.



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

AGENDA SUBJECT: First Reading of a Payment in Lieu of Taxes (PILOT) Ordinance for Lofts at Lumber Square

RECOMMENDATION: That the City Council conduct a first reading

Background At the May 18th meeting, Councilmembers directed staff to develop a Payment in Lieu of Taxes (PILOT) ordinance for the proposed Lofts at Lumber Square. See enclosed draft ordinance. The ordinance language has been fully vetted by the City Attorney and is acceptable to project representatives.

Ordinance Summary Highlights of the ordinance included the following:

- Ordinance provides for a service charge in lieu of ad valorem taxes for a housing project for low to moderate income persons and families.
- The Annual Service Charge percentage proposed is 10% of Annual Shelter Rents as addressed in Section 5-Establishment of Annual Service Charge. Annual Shelter Rents “*means the total collection during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities.*”
- The PILOT ordinance allows the developer to pursue Low Income Housing Tax Credits (LIHTC) through the Michigan State Housing Development Authority and USDA Rural Development Section 515 funding.
- Developer will be obligated to continue to pay ad valorem taxes on the property until all of the following have been satisfied: project has been completed; a certificate of occupancy has been issued; all requirements for MSHDA funding has been approved; and Lofts at Lumber Square is ready to accept low-income tenants. At that point, the developer will then commence with payment of the Annual Service Charge in lieu of property taxes.
- Developer is required to start construction on the project within 24 months of the effective date of the ordinance.

Planning Commission Conceptual and Site Plan Review The Planning Commission discussed at the conceptual plan level the Lofts at Lumber Square on May 21. See enclosed minutes from that meeting. No official action was taken. Commissioners commented on the following items:

- They generally liked the conceptual layout with the courtyard facing to the south and overall they believe it is a great use of the property.
- Whether there is a need for a playground and a courtyard area.

- The addition of sidewalk connections from the parking lot to a potential greenway corridor extension.
- Dumpster size and location.
- Possible shifting of the building towards the corridor to increase the setback from 5-feet on Emmet Street.
- Storm water management on the parking lot needed to be addressed as well as the need for additional landscaping.
- The proposal will go back to the Planning Commission on June 18, for more discussions and possible site plan review in August.

Action No official action is needed at this point. The City Manager recommends that a second reading of the PILOT ordinance not occur until the Planning Commission has completed their site plan review which should occur in August.

rs
Enclosures

Previous Information Submitted at the May 18th City Council Meeting

On April 28, Ben Ide of Haan Development sent a proposal to City Staff for a potential workforce/affordable housing project on the Gruler site on Emmet Street. Lofts at Lumber Square, is a proposed three-story, 60-unit apartment complex on Emmet and Folton Streets. Mr. Ide would like the City to consider approving a Payment in Lieu of Taxes (PILOT) ordinance to qualify for Low-Income Housing Tax Credits (LIHTC) and USDA Rural Development Section 515 funding for this potential project. Mr. Ide will be approaching City Council for an initial presentation to gauge whether elected officials want to further discuss the project and a potential PILOT economic incentive. If Council is generally supportive of continuing discussion on the project, the City Planner and I recommend the Planning Commission review the conceptual site plan before any formal action on the PILOT is taken by City Council.

Background A PILOT generally serves three purposes: first, to encourage the development or rehabilitation of affordable housing; second, to assist in the financial feasibility of a project with below-market rents, and; third, to demonstrate community participation in applications to other funding sources.

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) and to qualify for USDA Rural Development Section 515. To implement such a tax-credit program, the City Council would be required to adopt an ordinance amending the City Code taxation provisions.

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 for a rental unit 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. All units at The Lofts will be reserved for eligible low and moderate income households earning between 30% and 80% of the area median income. For a two-person household this equates to \$16,950 at the low end and \$45,200 at the high end. Rents will range from a low of \$316 for a one-bedroom unit to a high of \$925 for a three-bedroom unit. The AMI in Emmet County is \$56,500 for a two-person household with 60% of AMI being \$33,900.

The City has approved the following PILOTS to provide affordable housing for low-income or elderly persons:

- Riverview Terrace: new construction built in 1977, senior, Section 8, 4% PILOT in 1977 amended 2006
- Traverse Woods: rehab, family, LIHTC/Section 8, 15% PILOT in 2010
- Harbor Village Family: rehab, family, LIHTC/Rural Development Rental Assistance, currently ad valorem, combined with other Harbor Village projects for "blended" 12.79% PILOT in 2019 to go into effect upon development
- Harbor Village Senior I: rehab, senior, LIHTC/Rural Development Rental Assistance, 10% PILOT in 1991/1992 when built, combined with other Harbor Village projects for "blended" 12.79% PILOT in 2019 to go into effect upon development
- Harbor Village Senior II: rehab, senior, LIHTC/Rural Development Rental Assistance, 10% PILOT in 1991/1992 when built, combined with other Harbor Village projects for "blended" 12.79% PILOT in 2019 to go into effect upon development

As you can see, the PILOT percentages run anywhere from 4% to 15%. Staff believes an “applies to apples” comparison on a new affordable housing project most closely aligns with the Harbor Village Senior Citizen Apartment I & II project which was granted a 10% annual PILOT service charge. The developer has stated that a 10% PILOT service charge would work from a proforma standpoint. Please note, City Council has the discretion to set the service charge at any amount as long as the percentage does not exceed what would have been realized by ad valorem taxes.

A PILOT is necessary to demonstrate to other competitive funding sources such as MSHDA and EGLE that there is community participation. Both consider community participation when selecting projects and a lower PILOT rate demonstrates this and increases the likelihood of this project being funded. Setting the percentage of the service charge is therefore a balance. State and federal housing agencies want to see a significant financial commitment by the municipality through a PILOT while the City’s desire is to maintain adequate revenues for the City coffers.

Financial Implications- PILOT Service Charge vs. Ad Valorem Taxes

10% PILOT

Typically, revenues the City would receive from a PILOT housing project are calculated as follows:

Annual net rental income - annual utility costs x service charge % = annual City revenues

As an example, using 2021 estimates submitted by the developer the financial projections for a 10% PILOT are as follows:

\$483,864	Annual Net Rental Income
<u>-\$ 66,000</u>	Annual Utility Costs

$\$417,864 \times 10\% = \textbf{\$41,786 estimated annual PILOT revenues to all local taxing jurisdictions}$

Please keep in mind that the above calculations are for illustrative purposes only and based upon information submitted by Mr. Ide.

Ad Valorem Taxes

According to the City Assessor, the estimated taxable value from a project with development costs of \$14,696,848 would be \$7,348,424. This taxable value would generate roughly **\$399,019 annually in property taxes to all local taxing jurisdictions.**

Of course, the Gruler lots are mostly vacant and have not been fully developed. The current taxable value is **\$124,261 with all local taxing jurisdictions receiving \$6,748 in property taxes each year.**

See enclosed spreadsheet developed by City Treasurer Al Terry.

How does the Lofts at Lumber Square Compare to City’s Economic Development Strategy and current B-2B Mixed Use Corridor Zoning?

The recently approved Economic Development Strategy identified the Gruler property as a Redevelopment Ready Community (RRC) priority site. Specific language in the Strategy states “*The Old Town Emmet Neighborhood has many attributes to be built*

upon creating great potential to transform the neighborhood to a vibrant, pedestrian-friendly and diverse neighborhood where small shops and a wide array of housing opportunities exists side by side.” See attached page 20 and 21 from the Strategy.

The intent of the B-2B Mixed Use Corridor *“is to provide a transition between the historic urban core of the Central Business District and the historic commercial district along the Emmet Street Corridor. The district allows a wide mix of uses to maintain and promote a neighborhood that can meet the daily needs of its residents in walking proximity.” See attached B-2B zoning regulations.*

Staff has also included the following attachments for more information:

- *“What is a PILOT”* from the Community Housing Network
- Emmet County Needs Homes for Our Future
- MSHDA Low Income Housing Tax Credits

CITY OF PETOSKEY

Lofts at Lumber Square

Property Taxes

Parcels - vacant parcels (6) :	Current Taxes - 2019		Estimated Taxes	
	Taxable Value	Taxes	Taxable Value	Taxes
24-52-19-06-402-016	\$61,161	\$3,322	\$7,348,424	\$399,019
24-52-19-06-402-034	5,900	320	0	0
24-52-19-06-402-038	10,000	543	0	0
24-52-19-06-402-052	7,900	429	0	0
24-52-19-06-402-074	38,800	2,107	0	0
24-52-19-06-402-072	500	27	0	0
Total property taxes	\$124,261	\$6,748	\$7,348,424	\$399,019

Proposed PILOT Estimate

Lofts at Lumber Pointe - 60 units - family dwellings

Annual Rental Income	\$483,864
Less: utilities	<u>(66,000)</u>
Annual Shelter Rents (net)	417,864
PILOT Rate	<u>10.0%</u>
Payment in Lieu of Taxes	<u><u>\$41,786</u></u>

Summary

Estimated Property Taxes	\$399,019
Proposed PILOT Estimate	<u>\$ 41,786</u>
Difference	<u><u>\$357,233</u></u>

Proposed PILOT estimates are based on Developer's proforma statements.

Estimated taxes are based on developers estimate of \$14,696,848 in costs and City-wide millage rate of 54.3150 mills

City of Petoskey

ORDINANCE NO. ____

TAX EXEMPTION ORDINANCE

ADOPTED: [insert date of adoption]

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low and moderate income persons and families to be financed with a federally-aided Mortgage Loan 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 Lofts at Lumber Square."

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 low and moderate income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City of Petoskey is authorized by this 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 this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low and moderate income persons and families 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 real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all *ad valorem* taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City of Petoskey acknowledges that the Sponsor (as defined below) has offered, subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to construct, own, and operate a housing project identified as Lofts at Lumber Square on certain property located at 900 Emmet Street in the City of Petoskey to serve low and moderate income persons and families, and that the Sponsor has offered to pay the City on account of this housing project an annual service charge for public services in lieu of all *ad valorem* property taxes.

SECTION 3. Definitions.

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

- A. Authority means the Michigan State Housing Development Authority.
- B. Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities.
- C. Housing Project means Lofts at Lumber Square, located at 900 Emmet Street, Petoskey, MI 49770.
- D. LIHTC Program means the Low Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.
- E. Low and Moderate Income Persons and Families means persons and families eligible to move into the Housing Project assisted by a Mortgage Loan.
- F. Mortgage Loan means a loan that is Federally-Aided (as defined in Section 11 of the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of the Housing Project, and secured by a mortgage on the Housing Project.
- G. Sponsor means Lofts at Lumber Square Limited Dividend Housing Association LLC.
- H. Utilities means charges for gas, electric, water, sanitary sewer furnished to the occupants that are paid by the Housing Project.

SECTION 4. Class of Housing Projects.

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for Low and Moderate Income Persons and Families that are financed with a Mortgage Loan. It is further determined that Lofts at Lumber Square is of this class.

SECTION 5. Establishment of Annual Service Charge.

The housing project identified as Lofts at Lumber Square and the property on which it will be located shall not be exempt from all *ad valorem* property taxes until such time when the project is built, a certificate of occupancy is obtained, all requirements for MSHDA funding has been approved and Lofts at Lumber Square is ready to accept low-income tenants. The City of Petoskey acknowledges that the Sponsor and the Authority have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the

qualification of the housing project for exemption from all *ad valorem* property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, in consideration of the Sponsor's offer to construct, own, and operate the housing project, the City of Petoskey agrees to accept payment of an annual service charge for public services in lieu of all *ad valorem* property taxes. Subject to receipt of a Mortgage Loan, the annual service charge shall be equal to 10% of the Annual Shelter Rents collected by the housing project during each operating year.

SECTION 6. 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 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 7. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the Housing Project that is tax exempt but which is occupied by other than low or moderate income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Project if the Housing Project were not tax exempt.

SECTION 8. Payment of Service Charge.

The annual service charge in lieu of taxes as determined under this 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 prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before April 30 of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, *et seq*).

SECTION 9. Duration.

This Ordinance shall remain in effect and shall not terminate so long as a the Mortgage Loan remains outstanding and unpaid or the Housing Project remains subject to income and rent restrictions under the LIHTC Program; provided the Housing project construction 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 this 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 or parts of 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 become effective fourteen (14) days following its enactment and shall be published once within seven (7) days after its enactment as provided by the Charter.

Adopted, enacted and ordained by the City of Petoskey City Council this _____ day of _____ 2020.

John Murphy
Its Mayor

Alan Terry
Its Clerk



PLANNING COMMISSION

May 21, 2020

A regular Planning Commission meeting was conducted virtually from remote locations, with staff and the Commission Chairperson at City Hall Council Chambers, Petoskey, Michigan, on Thursday, May 21, 2020. Roll was called at 7:03 P.M. and the following were:

Present: Emily Meyerson, Chairperson
Betony Braddock
Bob Kronberg
Richard Mooradian
Rick Neumann
Ted Pall
Cynthia Linn Robson
Jonathan Scheel
Eric Yetter

Staff: Amy Tweeten, City Planner
Lisa Denoyer, Administrative Assistant

Upon motion and support, minutes of the February 20, 2020 regular meeting were approved with changes and minutes of the February 24, 2020 joint meeting were approved.

Review and Action on a Master Site Facilities Plan Amendment of Case #2-17 for McLaren Northern Michigan

Commissioner Kronberg asked to be recused as he is an employee of McLaren Northern Michigan. At this time Commissioner Kronberg's audio and video were turned off.

Commissioner Pall stated that he did not feel he had a conflict of interest but asked the Commission for their opinion as he works part-time as an anesthesiologist at McLaren Northern Michigan, but not for McLaren Northern Michigan. The Commission did not believe he had a conflict of interest.

Staff informed the Commission that the request was for an amendment to the Master Site Facilities Plan for the H-2 District Campus Sign Plan that was approved on November 16, 2017. The plan will reface three existing free-standing signs and add five new freestanding and one new wall-mounted sign. The new signs would be the same size as existing signs, including the wall mounted sign.

Staff believes the sign standards are met and recommended approval of the submitted sign plan as an amendment to the Master Site Facilities Plan for McLaren Northern Michigan with the following conditions:

1. All signs are located on hospital property unless approval has been given for location in a City or MDOT right-of-way; and
2. Placement of signs on West Mitchell/Jackson Street and Jackson Street/Parking Entry maintain vehicle vision clearance.

Greg Potter, McLaren Northern Michigan Facilities Director, stated that the hospital is looking to reface signs and add new ones due to the reconfiguration of hospital entries and the realignment of Jackson Street.

Chairperson Meyerson asked if the Sign Committee had any input on the request as they gave direction for the Planning Commission to review and approve the proposed amendments.

Commissioner Robson responded that the Sign Committee did not meet to discuss the proposed changes due to the current pandemic and felt it best that the Planning Commission review.

Commissioners discussed the need for a campus sign plan listing all existing signs, including freestanding and wall mounted. They discussed concerns about the size of the proposed new wall mounted sign compared to the existing wall mounted sign, illumination of the new wall mounted sign as it frames the bay and will have a negative impact on the view shed and confusion with signage for the Offield Family Pavilion as it does not indicate that it is an entrance to the hospital.

Commissioner Pall stated that he did not believe the proposed wall mounted sign was necessary for directional purposes and asked if it was possible to eliminate illumination of the sign.

Mr. Potter responded that non-illumination was not an option and suggested that they may be able to set up a photocell to change the time of illumination seasonally.

At this time, the meeting was opened for public comment. No public comment was received.

Commissioner Robson made a motion, seconded by Commissioner Scheel, to postpone action until a sign plan is submitted with an inventory of all existing campus exterior signs. Motion passed 8-0.

Commissioner Robson stated that she would like to see the new master site plan to include only one of the two wall mounted signs as she believes the consensus of the Commission is that two signs would be too much and have a negative impact on the view shed.

Commissioner Pall reemphasized to Mr. Potter that they consider the negative affect that the proposed illuminated wall mounted signs would have on the view shed of Little Traverse Bay.

At this time Commissioner Kronberg was welcomed back to the meeting.

**Site Plan Introduction for Case #231-20, a Four-Unit
Apartment Building at 1304 Emmet Street**

Staff informed the Commission that the property is a 10,000 square foot lot in the RM-2 Multiple Family Zoning District and the submitted proposal is for a four-efficiency unit apartment building within the allowable density. The proposed plan would require a variance from the front-yard setback requirement that is scheduled to go before the Zoning Board of Appeals on June 2, 2020. Pursuant to the Bylaws, action on the Plan will be postponed until the June 18 meeting when a staff review will be provided.

Chad Koster, applicant, thanked the Commission for their time and stated that he is requesting a variance from the Zoning Board of Appeals for a front-yard setback variance due to the topography of the site and so that the streetscape will line up with neighboring properties.

Commissioners discussed onsite parking requirements and the possible reduction of onsite spaces, impervious parking vs. paved parking, the need for trash bins to be facing the backyard and the possibility of on-street parking. They stated that they liked the placement of the building and how it

lines up with neighboring properties, the residential look of the building, and that there was a bike rack indicated.

Commissioners asked if it would be year round housing, what the price point would be, if the lawn between the house and drive would be paved and if there would be onsite and if there would be a plan to capture run off water.

Mr. Koster responded that it would be year round housing with a price point of \$875 to \$900 per month, that he was agreeable to reducing on-site parking, that the lawn between the house and drive would be landscaped and there would be a swale and water capture on the southwest portion of the parcel.

Commissioners recommended that the applicant propose to the ZBA that the brackets on the front porch be changed to porch columns and expand the front porch to line up with the neighboring houses. They also recommended the bike rack be moved closer to the building, a barrier be placed near the parking area to prevent headlights from shining in the neighboring yard and a reduction of onsite parking by 20%.

At this time, the meeting was opened for public comment. No public comment was received.

A motion was made by Commissioner Scheel, seconded by Commissioner Kronberg, to postpone action until the next regular Planning Commission meeting on June 18, 2020. Motion carried 9-0.

Conceptual Site Plan Review for a Multiple-Family Development at 900 Emmet Street

Commissioner Braddock expressed that she had a conflict of interest as she owns a business across the street and asked to recuse herself from the discussion. At this time Commissioner Braddock's audio and video were turned off.

Staff informed the Commission that the Lofts at Lumber Square is a proposed 60 unit apartment building on the property known as 900 Emmet or the Gruler property (formerly Hankey Lumber). The proposed development would create a mix of one, two, and three bedroom units. Pursuant to the City's Public Participation Plan, a conceptual site plan for large development proposals is required before a formal site plan submittal is made. As recommended in the Plan, the developer sent notices of this conceptual review to adjacent property owners. While no action is required, the Commission should discuss the conceptual site plan and provide comments.

Ben Ide, GA Haan Development, a housing development company from Harbor Springs, thanked the Commission for their time and stated that when the plan was submitted they were not as focused on the exterior finishes but more so on the site layout and the functionality of it. He stated that he welcomed their feedback.

Commissioners commented that they liked the conceptual layout, the courtyard facing to the south, how the layout maximizes the potential of the site, and overall they believe it is a great use of the property.

There was discussion on whether or not there was a need for a playground and a courtyard area as Washington Park is close by and often times courtyards are not utilized, the addition of sidewalk connections from the parking lot to the greenway corridor, dumpster size and location, possible shifting of the building towards the corridor to increase the setback from 5-feet on Emmet Street and expressed concern with double entry points on Washington Street.

Commissioners wanted to be sure that storm water was addressed for the parking lot and

recommended that more landscaping be added, as well as bike racks and/or bike garages, sidewalk connections from the property to the greenway corridor would be nice for resident access and that the exterior details be changed to help the aesthetics fit better with the neighborhood.

Commissioners asked how long these units would have reduced rent, what the inspiration was with the proposed architecture and what the timeline for construction would be.

Mr. Ide responded that typically they would have to commit to 35 to 50 years of reduced. They architecture was very preliminary and more of a template building than what they would be ultimately proposing to get a related request before City Council. They would prefer a peaked roof but that is not an option given the zoning height restrictions. Should everything come together with funding, construction is anticipated to take 12 to 14 months to complete, so they are anticipating completion around late summer 2022.

Corey Monroe, Haan Development, stated that they will be required to commit to 45 years of reduced rent for these units.

At this time, the meeting was opened for public comment.

Gretchen Case, 912 Baxter Street, commented that while this is a need in the community, as a resident with a view of the proposed building, she would like to see it blend more with the area. The neighborhood has made really nice progress and her main concern is the number of units proposed and how 60 additional families in the area could negatively change the feel of the neighborhood.

Being this was a conceptual site plan review no action was taken.

Chairperson Meyerson asked Mr. Ide if he had any questions or needed any clarification from the Commission. He responded that he did not. Most of the comments made were anticipated and thanked the Commission for their time and stated that they look forward to working with them to improve this project.

At this time Commissioner Braddock was welcomed back to the meeting.

Review and Recommendation on a Proposed Redevelopment of 322 Bay Street and 200 Howard Street

Staff informed the Commission that Main Dock 7271 is proposing a 50 room hotel redevelopment of 200 Howard and 322 Bay Street. The development would include an enclosed parking structure with access from the alley. To enable windows and balconies along the west property line, an easement from the City approximately 20'x24'x138' and beginning approximately 20' above existing grade is being sought.

To better evaluate the request, City Council has requested input from the Planning Commission on:

1. Site circulation/ parking access; and
2. Potential pros and cons of granting the easement on the long term use of the City-owned Saville Lot.

Barry Polzin, project architect, stated that this is a great location, but not for retail. The applicant looked at housing and extended-stay options but settled on a hotel. There will be no bar or public restaurant. The hotel would have on-site valet parking and would not demand on-street parking. Their project is self-contained and complies with all zoning requirements, but they also developed a concept for the Saville Lot that could create an opportunity for more parking for the public. The requested 20-foot no-build easement along the east side of the Saville Lot would allow balconies that are required

by the building code and is needed to complete the project as designed. Brownfield dollars could be used to build the small Saville Lot parking structure with open air parking and a green roof.

Commissioners voiced concerns with circulation and added traffic to the alley, visibility for ingress and egress, the narrow alley access at Howard Street, snow removal from the proposed parking structure as it faces northwest, limitations for future development of the Saville lot if a vision easement were granted, room for emergency vehicles to access should the need arise.

Commissioners asked about the possibility of one-way alley traffic circulation, air circulation, safety and security issues and what separation would be used between the hotel parking and the Saville Lot.

Mr. Polzin responded that they are not asking for a vision easement across the entirety of the parking lot, only the no-build easement as indicated, the drive by Petoskey Plastics would be kept to use as a primary access for the second level of the parking structure and alley, there will be ventilation for the underground parking level, as well as an elevator and stairs to access all levels, and a solid wall would be constructed between the hotel parking and the Saville Lot. If City Council decides to move forward with Brownfield funds there will be more design put into the proposed parking structure.

Commissioners commented that overall the project is an opportunity to bring people and add parking to downtown, that it maximizes the site, that the City would be getting more than giving up with a sale of the easement with hotel and possibility for more parking, and that the concerns with alley access can be overcome as they are in other cities, that more lodging downtown is consistent with the master plan and meets the site plan standards.

At this time, the meeting was opened for public comment. No public comment was received.

Chairperson Meyerson then asked the Commission to address and make a possible recommendation to City Council on the easement, that is, whether it make sense from a land-use perspective.

Commissioner Scheel made a motion, seconded by Commissioner Braddock, to recommend to City Council the sale of a 20-foot open air easement as described in the proposal as it furthers the Master Plan for the need of a hotel downtown.

Commissioner Robson asked that language be added to the motion that states the air easement ends at 20-feet and that a view easement not be considered.

Commissioner Scheel stated that he understands Commissioner Robson's concerns but believes the air easement has been described accurately in the proposal and is concerned with adding a loose description about a view easement as some view will be given with the 20-foot easement.

Commissioner Kronberg read from the agenda memo stating that the request is for a 20-foot no build easement, not an air easement.

Commissioner Scheel stated that he would agree to change his motion to recommend to City Council the sale of a 20-foot no-build easement as described in the proposal as it furthers the Master Plan for the need of a hotel downtown. Braddock agreed to the amended motion. A roll-call vote was taken and the motion passed 9-0.

At this time a motion was made by Commissioner Pall, seconded by Commissioner Yetter, that the Planning Commission supports a traffic circulation pattern that to the greatest extent possible keeps traffic out of the alley and there is general support for increasing the parking throughout the site with consideration of a parking structure.

Chairperson Meyerson stated that she likes the motion but the alley is a public space and would not

like to restrict traffic and suggested amending the motion remove “to the greatest extent possible and add “to lessen the impact on the alley”.

Commissioner Pall's motion was amended to state that the Planning Commission supports a traffic circulation pattern to lessen the impact on the alley and there is general support for increasing the parking throughout the site with consideration of a parking structure. A roll-call vote was taken and the motion passed 9-0.

Public Comment

At this time, the meeting was opened for public comment. No public comment was received.

Updates

Staff informed the Commission that the rezoning and changes to the parking exempt district were approved by City Council.

There is a possibility they may have the following site plan introductions for their June 18th meeting:

1. 112, 116, 118, 124 E. Mitchell (Family Video); and
2. 526 Charlevoix Avenue (former Chase Bank drive-thru).

The June 3rd Master Plan meeting will focus on the Community Focus area.

At this time all of the June meetings will be held via Zoom.

Commissioner Scheel asked that the Commission plan a future discussion on potential housing at the Michigan Maple Block site and steps to rezone accordingly.

Staff commented that it relates to the draft housing opportunities map the Commission had been sent in April. Chairperson Meyerson suggested discussion on this matter at their June 3rd meeting.

The meeting was then adjourned at 10:05 P.M.

Minutes reviewed and approved by Cynthia Linn Robson, Vice Chairperson/Secretary



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: June 15, 2020

PREPARED: June 11, 2020

AGENDA SUBJECT: First Discussion Regarding Establishing an Official Park Land Designation for City-owned Property at Mitchell Street and US-31 Highway

RECOMMENDATION: That the City Council generally discuss with direction to staff

Background The City Manager has been asked by Councilmember Marshall to initiate an agenda item regarding potentially establishing Emmet Street right-of-way property between Mitchell Street and US-31 as official "Park Lands." See enclosed map.

The process to designate Park Lands is through passage of a resolution. In 1981 the City designated 12 areas in the City as Park Lands. See enclosed a list of properties as well as meeting minutes from the March 2, 1981 City Council meeting. City Charter Section 1.4 Power Regarding Property states the following:

"The City shall have the power to acquire, use, and dispose of property for any lawful purpose by any lawful means, however, all public grounds used for park purposes shall be inalienable and in no event shall city council sell, lease, encumber, trade, or divert to another public use any public park grounds without first securing the approval of a majority of the voters of the City voting on the question in any general or special election."

Property ownership adjacent to this area includes MDOT highway right-of-way and private property owned by Bob Berg, owner of 200 East Lake Street. As you are aware, the property has been used several times lately for protesting purposes.

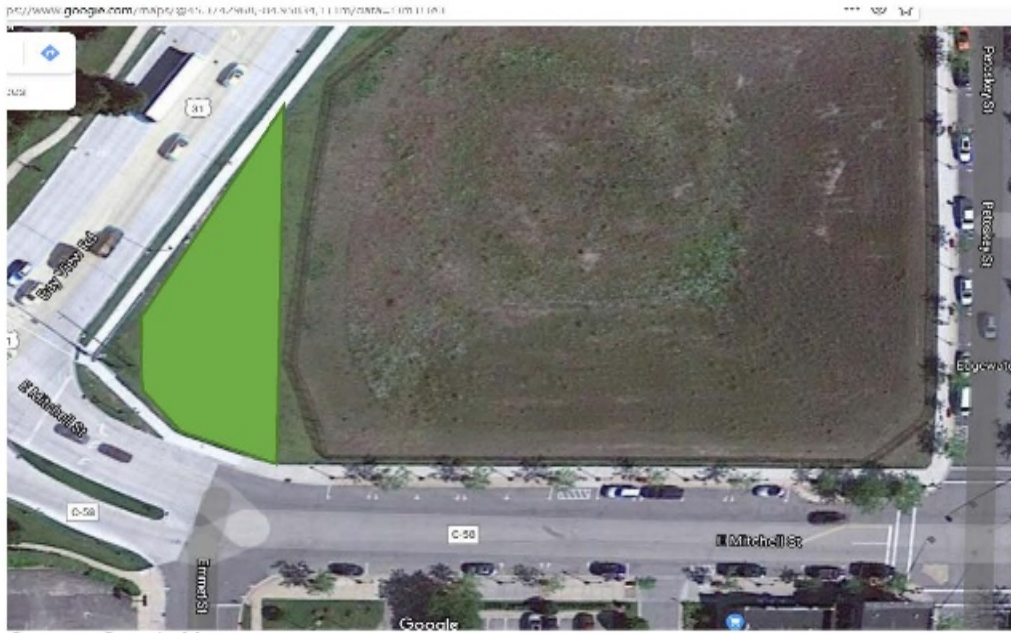
It is important for City Council to know that in past development concepts, developers have proposed use of a portion of this Emmet Street right-of-way as an access point to a proposed hotel. As stated in Section 1.4, diverting to another public use any park land grounds would require approval of the majority of voters.

Action On face value the establishment of Emmet Street right-of-way between Mitchell Street and the US-31 highway is a laudable endeavor. Nevertheless, in the City Manger's opinion, establishing this area as Park Lands creates limitations on the future use of this land that could inhibit economic development and give little flexibility in how this downtown gateway property can be utilized. There is also a major highway that abuts the City right-of-way that would require a vote of the people to utilize City Park Land if a highway redesign project would need to be implemented.

Ultimately, this is a policy decision by City Council. Nevertheless, the City Manager feels that Council should be fully aware of any unintended consequences involved in designating this area as formal Park Lands. The public land seems to be working well for a protest area right now and the City cannot deny public usage of this right-of-way.

City Council should give serious consideration as to whether it is in the City's overall best interest to formally designate this area as Park Lands.

rs
Enclosures



Source: Google Maps



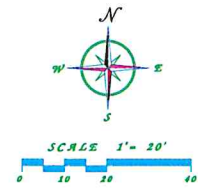
Approximate extension of the Emmet Street
Right-of-Way.

CONSTRUCTION FENCING PLAN
PETOSKEY POINTE

LOTS 1, 2, 3, 6, PART OF LOTS 4 & 5, BLOCK 1
& LOTS 1 - 8, BLOCK 2
IGNATIUS & LEWIS PETOSKEY'S ADDITION
TO THE VILLAGE OF PETOSKEY CITY,
EMMET COUNTY, MICHIGAN

- DEMOLITION (PHASE 1)
- SHORING AND FOUNDATION CONSTRUCTION (PHASE 2)
- ACCESS GATE

6' HIGH CHAIN LINK FENCE
WITH JERSEY BARRIER AND
FABRIC VISUAL BARRIER
ALONG ENTIRE PERIMETER



- LEGEND:
- FOUND SURVEY IRON
 - FD 5/8" IRON ROD
 - WATER VALVE
 - MANHOLE
 - SIGN
 - CATCH BASIN
 - LAMP
 - UTILITY POLE W/ GUY
 - BRICK PAVER SURFACE
 - HYDRANT
 - ELECTRIC VAULT
 - SPOT ELEVATION
 - STORM SEWER
 - SANITARY SEWER
 - WATER MAIN
 - GAS MAIN
 - GUARD RAIL

Date: (revisions)	by
APRIL 12, 2005	JRJ

Client : PETOSKEY POINTE
Project Mgr : JOSEPH O'NEILL
Drawn By : JOSEPH O'NEILL
Field By : WINTER / KAMALI
File : Pet Point - Fencing Plan.dwg
Job # : 05-455
Sheet # : 1 OF 1

BENCHMARK ENGINEERING INC.
SURVEYORS
CIVIL ENGINEERS
407 E. LAKE ST.
HARBOR SPRINGS, MICHIGAN 49740
PHONE (231) 526-2105
FAX (231) 526-7257
benchmark@charterinternet.com

CONSTRUCTION FENCING PLAN
PETOSKEY POINTE
CITY OF PETOSKEY

MARCH 2, 1981

PETOSKEY CITY COUNCIL

MARCH 2, 1981

The Public Hearing was closed.

RESOLUTION NO. 14304
ORDER NUMBER 69 ADOPTED

Compliance with the
Federal Energy Regulatory
Commission

Moved by Councilman Smith, supported by Councilman Beyers:

RESOLVED, that folllwing a Public Hearing held on March 2, 1981 by the City of Petoskey City Council, the Rules for Compliance with the Federal Energy Regulatory Commission's Order Number 69 regarding cogeneration and small power production are hereby adopted.

Upon roll call the vote was:
Yeas, 3; Nays, 0, Absent, 2.
Motion declared carried.

The City Planner showed a map and described the areas to be officially designated as Public Park Lands in the City of Petoskey.

RESOLUTION NO. 14305
DESIGNATED PARK LANDS

Moved by Councilman Smith, supported by Councilman Beyers:

RESOLVED, that the following areas be officially designated Public Park Lands in the City of Petoskey and that legal descriptions, deeds, and other background information on the various properties be kept on file in the City Clerk's Office:

1. Magnus Park
2. Charlevoix Ave. Baseball Field
3. Memorial Park
4. Curtis Park
5. Bear River Park
6. By-Pass Parks
7. Pennsylvania Park
8. Washington Street Park
9. Lockwood Field
10. Winter Sports Park
11. Waterfront Park
12. Canoe Access Park

Upon roll call the vote was:
Yeas, 3; Nays, 0; Absent, 2.
Motion declared carried.

RESOLUTION NO. 14306
BID ACCEPTED FOR
BABE RUTH FIELD DEVELOPMENTS

Moved by Councilman Beyers, supported by Councilman Smith:

RESOLVED, that the bid of Donald Veurink, 1705 MacDougall Road, Petoskey, in the amount of \$7,700.00 be accepted for improvements at the Babe Ruth Field, including construction of dugouts, a base for the scorebooth, and fencing.

Upon roll call the vote was:
Yeas, 3; Nays, 0; Absent, 2.
Motion declared carried.

RESOLUTION NO. 14307
BID ACCEPTED FOR
TRACTOR/LOADER/BACKHOE

Moved by Councilman Smith, supported by Councilman Beyers:

RESOLVED, that the bid submitted by Northern Contractors of Traverse City for a 1981 Case 580C tractor/loader/backhoe in the amount of \$28,947.00 be accepted, and that a purchase order be issued for this equipment.

Upon roll call the vote was:
Yeas, 3; Nays, 0; Absent, 2.
Motion declared carried.

RESOLUTION NO. 14308
APPOINTMENTS TO MARINA
ADVISORY COMMITTEE

Moved by Councilman Beyers, supported by Councilman Smith

RESOLVED, that the following individuals be appointed to serve on the Marina Advisory Committee in an advisory capacity to the City Council:

Dave Ross	Recreation Commission
Jeremy Wills	Parking Commission
Harry Miller	Water Resources Development Comm.
William Dawson	Planning Commission
Henry Pfeifle	Boater
Bob Lucy	Boater

Upon roll call the vote was:
Yeas, 3; Nays, 0; Absent, 2.
Motion declared carried.

March 2, 1981

March 2, 1981

**CITY OF PETOSKEY MICHIGAN
PARK LANDS
DESIGNATED 1981**

1. **MAGNUS PARK**
 (L90, P388 (part of); L132, P474; L?, P388)
2. **CHARLEVOIX AVENUE BASEBALL FIELD**
 (L132,P476)
3. **MEMORIAL PARK**
 (L200, P651)
4. **CURTIS PARK**
 (L40, P459; L53, P277)
5. **BEAR RIVER PARK**
 (L93, P258; L210, P580; L104, P456; L224, 503; L134, P481; L240, P380;
 L13, P563; L4 (H?), P518; LD(?), P213(?))
6. **WATERFRONT PARK**
 (L114, P398; L88,P239; L98,P636; 220 ?
7. **US 131 BYPASS PARK**
 (L56, P568; L73, P410; L199, P476)
8. **PENNSYLVANIA PARK**
 (L167, P 36 (?))
9. **WASHINGTON PARK**
 (L107, P154; L110, P251)
10. **LOCKWOOD FIELD**
 (L5, P521)
11. **WINTER SPORTS PARK**
 (L107, P154; L29,P116; L23,P473 (?); L38, P 313(?); L136, P164; L45, P563;
 L 20 (?)
12. **CANOE ACCESS AREA**
 (L53, P331; L289, P244)

PREAMBLE

We, the people of Petoskey, Michigan, committed to the principles of citizen participation in framing public policy, the accountability of municipal service as a public trust, and the mutual effort for the well-being of our residents in a unique environment, do ordain this Charter.

CHAPTER 1. INCORPORATION AND POWERS

Section 1.1. Incorporation.

The municipal corporation now existing and known as the "City of Petoskey" as its limits now are or may be established shall continue as a municipal corporation under the laws of the State of Michigan.

Section 1.2. Boundaries.

The City shall be comprised of the territory constituting the City of Petoskey on the effective date of this Charter (January 1, 1985) as described in Appendix A attached. Any lawful changes in these boundaries shall not require amendment of this section.

Section 1.3. Form of Government and Powers.

The form of government provided for in this Charter is the "council-manager" form. The City has the powers granted to any city by the constitution and laws of the State of Michigan including the power to own and operate public utilities and services. The mention of specific powers in this Charter is not meant to exclude other powers.

Section 1.4. Powers Regarding Property.

The City shall have power to acquire, use, and dispose of property for any lawful purpose by any lawful means, however, all public grounds used for park purposes shall be inalienable and in no event shall the city council sell, lease,

encumber, trade, or divert to another public use any public park grounds without first securing the approval of a majority of the voters of the City voting on the question in any general or special election.

Section 1.5. Intergovernmental Cooperation.

The City shall have power to join with any other unit of government, by contract or in any way permitted by law, in the financing and ownership of any property or facility, or in the performance of any service, which each would have the power to own, operate, or perform separately.

CHAPTER 2. REPRESENTATION

Section 2.1. Wards.

The City of Petoskey shall be divided into four (4) wards. The boundaries of these wards shall be fixed by ordinance and shall be as nearly equal as possible in population based on the decennial census.

Section 2.2. Elected Councilmembers.

Each ward shall be represented by one (1) councilmember elected for a two-year term under the provisions of this Charter.

CHAPTER 3. ELECTIONS

Section 3.1. Qualifications for Voters.

Residents of the City of Petoskey who qualify as voters under the constitution and laws of the State of Michigan shall be the voters in the City.

Section 3.2. Supervision of Elections.

Under the general supervision of the city clerk, the registration of voters, preparation of ballots or machines, and the conduct of elections shall be in accordance with this Charter and with state election laws.