



# City of Petoskey

# Agenda

Public notice is hereby given that the City of Petoskey City Council will meet in regular session, 7:00 P.M., April 19, 2021. This meeting will be conducted by electronic means through a resolution of the Emmet County Board of Commissioners that extended the Declaration of a Local State of Emergency through June 30, 2021 as allowed by Section 10 of the Emergency Management Act in an effort to mitigate the spread of COVID-19 and to promote public health, welfare and safety. This meeting is open to the public to participate remotely.

Join Zoom Meeting: <https://us02web.zoom.us/j/84783899375>

Dial by Phone: 888-788-0099 US Toll-free

Meeting ID: 847 8389 9375

Persons with disabilities who require assistance in order to participate in the electronic public meeting should contact the City Clerk at the earliest opportunity by emailing [aterry@petoskey.us](mailto:aterry@petoskey.us) or by calling 231-347-2500 to request assistance.

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

April 19, 2021

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 declaring the month of April to be Sexual Assault Awareness month requested by the Women's Resource Center
5. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
  - (a) March 9, 2021 special session and March 15, 2021 regular session City Council meeting minutes
  - (b) Acknowledge receipt of a report concerning certain administrative transactions since March 15, 2021
6. Miscellaneous Public Comments

7. City Manager Updates

8. Old Business

- (a) Review and discuss updates to Economic Development Strategic Plan
- (b) Discussion on surplus city-owned property and provide direction on preferred method of property disposal
- (c) Discussion of draft 2021 Action Plan
- (d) Consideration and possible approval of schematic design drawing proposal from Beckett and Raeder regarding the Little Traverse Wheelway detour

9. New Business

- (a) Review and discuss Livable Petoskey Master Plan implementation table
- (b) Consideration and possible approval of a license agreement with Little Traverse Bay Foundation for ferry taxi service between Petoskey and Harbor Springs
- (c) Adoption of a proposed resolution approving an Off-Premises Tasting Room License for Thunder Bay Winery LLC to be located at 438 East Mitchell Street
- (d) Adoption of a proposed resolution that would establish dates and designate locations for 2021 Ward and City Conventions
- (e) Authorization to purchase a latest production heavy-duty flusher/tank truck from Curry Supply Co., Martinsville, PA, at a cost not to exceed \$98,529.82

10. City Council Comments

11. Adjournment



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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, that I, John Murphy, Mayor of the City of Petoskey, support efforts to eliminate sexual assault and hereby declare April 2021 to be in our city

## **SEXUAL ASSAULT AWARENESS MONTH**

Dated this 19<sup>th</sup> day of April, 2021

Mayor John Murphy



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**PREPARED:** April 15, 2021

**AGENDA SUBJECT:** Consent Agenda Resolution

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

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

- (1) Draft minutes of the March 9, 2021 special session and March 15, 2021 regular session City Council meetings; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since March 15, 2021 for contract and vendor claims at \$963,337.87, intergovernmental claims at \$0, and the March 18 and April 1 payrolls at \$407,653.06 for a total of \$1,370,990.93.

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Enclosures



## CITY COUNCIL

March 9, 2021

A special meeting of the City of Petoskey City Council was held from virtual locations on Tuesday, March 9, 2021. This meeting was called to order at 5:30 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: John Murphy, Mayor  
Kate Marshall, City Councilmember  
Derek Shiels, City Councilmember  
Brian Wagner, City Councilmember  
Lindsey Walker, City Councilmember

Absent: None

Also in attendance were City Manager Rob Straebel, Clerk-Treasurer Alan Terry, Parks and Recreation Director Kendall Klingelsmith, Public Works Director Mike Robbins, Public Safety Director Matt Breed, City Planner Amy Tweeten, Downtown Director Becky Goodman and Executive Assistant Sarah Bek.

### **Discuss Status of 2020 Action Plan & Identify Future City Goals**

The City Manager reviewed that City Council requested a special meeting to discuss the status of the City's 2020 Action Plan as well as identify new goals for the City to pursue over the next few years. The City Manager briefly reviewed the status of the six goals.

City Councilmembers and staff reviewed and discussed each goal and strategy; determined strategies that had been completed; new strategies and goals were added; and some existing strategies were modified. Revisions will be made and an updated Action Plan will be distributed to City Council for review and approval at a future Council meeting.

There being no further business to come before the City Council, this March 9, 2021, meeting of the City Council adjourned at 8:20 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer



## CITY COUNCIL

March 15, 2021

A regular meeting of the City of Petoskey City Council was held from virtual locations on Monday, March 15, 2021. 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  
Derek Shiels, City Councilmember  
Lindsey Walker, City Councilmember

Absent: Brian Wagner, City Councilmember

Also in attendance were City Manager Rob Straebel, Clerk-Treasurer Alan Terry, City Planner Amy Tweeten, Public Works Director Mike Robbins, Public Safety Director Matt Breed, Library Director Val Meyerson and Executive Assistant Sarah Bek.

### **Hear MPPA Presentation on City's Power Supply**

Steve Donkersloot and Pat Bowland, Michigan Public Power Association representatives, gave a brief presentation on strategic energy sources; reviewed purpose of MPPA and state of City's power system; reviewed industry standards and power requirements to ensure high reliability; that June 1 – May 31 is the plan year through MISO which determines required resources; energy contracts fall off and are replaced with new contracts periodically; that the City is not committed to any long term projects that prohibits the City from taking advantage of new opportunities; that the City will meet its 30% renewable goal by 2025; that storage capabilities are still needed for solar and wind power; that solar can be overproduced and City would have to sell back to the market which is not efficient; reviewed long-term load forecasts; reviewed energy resources vs. capacity position; and reviewed cost projections associated with local/regional projects vs. utility scale projects; and that the landfill site has a lot of unusable area, but that MPPA will do whatever the City desires.

The Public Works Director reviewed issues with the landfill site making it unfeasible at this time and that there are other possible sites for solar projects.

City Councilmembers commented that cost is important, but not the only issue; heard from those advocating to keep power and projects locally and that there is a value to keeping locally; inquired if the City joined the Hart project would it delay a local project; inquired on the Harbor Springs Sewer Authority land and potential project; inquired if there has been any discussion within MPPA and renewable energy sectors on redefining what renewable means; inquired if there has been any movement to discontinue using methane from landfills and a push to include natural gas; and heard from those in favor of encouraging residents and businesses to invest in renewable energy and smaller scale, local projects should be more an individual burden vs public; and heard from those that would like to see more smaller hyper-local projects.

MPPA representatives responded that the Harbor Springs Sewer Authority is 75-100 acres in total size, but buildable part of land due to terrain is 46 acres and MPPA has communicated with the City of Harbor Springs on potential project; that by the City participating in the Hart project it does not prohibit other projects; that MPPA restructured landfill gas agreements and will end in 2026 and supply of biogas left in portfolio after 2026 will be very small; and reviewed gas projects in Kalkaska and northern Ohio.

### **Hear Public Safety 2020 Annual Report Presentation**

Public Safety Director Matthew Breed gave a brief presentation concerning the department's 2020 annual statistics, programs and community engagement; that calls were significantly down due to the pandemic and less contact with the public; and that COVID-19 restrictions prohibited the department from performing a lot of their annual activities and programs. Mr. Breed reviewed the annual report and answered questions.

### **Hear District Library Presentation**

District Library Director Val Meyerson made a brief presentation concerning the Petoskey District Library and reviewed 2020 statistics and operations and that the Library staff was resilient and community driven due to the COVID-19 pandemic.

### **Consent Agenda - Resolution No. 19517**

Following introduction of the consent agenda for this meeting of March 15, 2021, City Councilmember Marshall moved that, seconded by City Councilmember Shiels adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the March 1, 2021 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 March 1, 2021 for contract and vendor claims at \$1,348,499.83, intergovernmental claims at \$89,922.66, and the March 4 payroll at \$202,996.83, for a total of \$1,641,419.32 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

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

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 City and MDOT have executed all documents pertaining to the City's \$28,500 purchase of railroad right-of-way from Emmet Street to Washington Street for continuation of the Greenway Corridor southward; that winter parking regulations end April 1 and thanked residents for cooperation during the winter months; that Emily Meyerson, Program Coordinator for the Little Traverse Bay Housing Partnership, recently submitted a letter of resignation from her part-time position with the organization and thanked Ms. Meyerson for her efforts to promote affordable/workforce housing in Emmet County; that the Petoskey Harbor Sprigs Area Community Foundation awarded the City a \$9,000 grant for planting native vegetation near the promenade which will stabilize the shoreline to assist in prevention of erosion due to wave overtopping and that the City will work with Tip of the Mitt Watershed Council for plant selection and planting best practices; that both Emmet County Commissioners and Resort Township officials heard separate presentations from Beckett and Rader regarding conceptual drawings for proposed detour around the slope failure areas of the Little Traverse Wheelway and both entities voiced concern regarding the US-31 highway crossing near East Park and to maintain momentum on this project would like City Council at their next meeting to discuss a possible tunnel and for Council to consider continued cost-sharing efforts with Resort Township and Emmet County; and that COVID-19 cases both locally and state-wide have seen a slight increase over the last 10 days, reviewed specifications on those who are eligible to receive a vaccine and continued to express that citizens remain vigilant and follow all CDC recommended guidelines.

City Councilmembers inquired if MDOT could reduce speed near East Park; if letters to State representatives would increase the possibility of speed reduction; and if there was support from Resort Township on lowering the speed.

The City Manager responded that there was some support to lower speed, but that the highway crossing was a bigger safety concern and letters would not be appropriate at this time.

### **Discuss Priority Redevelopment Sites**

The City Planner reviewed the purpose and process of Redevelopment Ready Communities Program and priority redevelopment sites; reviewed current priority sites including 900 Emmet Street which is under contract, Darling Lot, 200 East Lake Street and 502 Michigan Street which is under purchase agreement; reviewed tools the City is able to use to assist redevelopment; that there is a great need for housing of all price ranges, but particularly workforce housing in the 80-120% Area Media Income range which is why all of the priority sites discuss housing or mixed-use as the desired development outcome; that staff does not see any downside to having additional sites identified whether they are officially identified as priority sites or simply potential redevelopment sites to be aware of; and reviewed potential sites including 316/318 East Lake Street, 1420 Standish Avenue the former Michigan Maple Block site, 319 State Street the former Petoskey News Review building and Bay and Howard.

City Councilmembers discussed which sites they would like to see as priority sites and concurred to keep 900 Emmet Street, Darling Lot, 502 Michigan Street and remove 200 East Lake Street; discussed and agreed to add 316/318 East Lake Street project and 1420 Standish Avenue to priority list; discussed and concurred to leave both 319 State Street and Bay and Howard off of list until more is known; and tabled discussion of surplus City-owned property until the next meeting.

Mayor Murphy asked for public comments and heard a comment if it would hurt anything to keep all current and proposed sites on priority list. The City Planner responded that there wouldn't be any drawback to keeping all sites on the list.

### **Oppose Federal Communications Commission Surcharge Fee for 911 Services – Resolution No. 19518**

The City Manager reviewed that CCE is asking each local government entity within the three-county region to approve a resolution in opposition to proposed Federal Communications Commission (FCC) language limiting the use of 911 fees; that the FCC is soliciting comments on language that proposes to eliminate the utilization of funds for radio infrastructure and field equipment critical to the 911 response service; and reviewed that this language runs contrary with the Michigan Public Act 32 of 1986 which allows for the purchase of field equipment.

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

WHEREAS, the Federal Communications Commission ("FCC") is accepting comments in its plan to eliminate the diversion of 911 fees for items it deems not directly related to the 911 process; and

WHEREAS, Michigan Public Act 32 of 1986 provides for each local 911 district to utilize 911 fees within certain limitations that are determined by the State and regularly audited for compliance with the limitations; and

WHEREAS, under Michigan law, allowable uses include radio systems, paging systems, pagers, automatic vehicle location (AVL) systems, and mobile data computers (MDCs); and

WHEREAS, FCC proposed rules impinge upon Michigan's ability to determine the definition of allowable costs for 911 fees; and

WHEREAS, FCC proposed rules would eliminate the utilization of funds for radio infrastructure, mobile radios, portable radios, pagers, AVL systems and MDCs, critical to dispatching the 911 response; and

WHEREAS, the City of Petoskey believes a broader use and interpretation of the phrase “directly related to the 911 process” should be adopted to include the entire 911 dispatching communication process; and

WHEREAS, the City of Petoskey believes that local decision making and local control regarding the utilization of 911 fees is paramount:

NOW, THEREFORE BE IT RESOLVED, that the City of Petoskey supports a broader use and interpretation of the phrase “directly related to the 911 process” and supports local decision making and local control regarding the utilization of 911 fees.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

#### **Table Public Safety Donation**

The City Manager reviewed that staff was contacted by Ambassador Ronald Weiser regarding a donation he would like to make to the Public Safety Department; that Director Breed produced a list of unfunded equipment needs, while not critical, would be very beneficial to the department; and that the total estimated cost of equipment to be purchased is \$42,400 which would be funded by Mr. Weiser's donation.

City Councilmembers commented that the donation request should be further discussed at a future meeting when the entire Council was present and suggested all Council members review the City Gift and Donation Policy and to pay close attention to Section IV(12)(c).

City Councilmember Marshall moved that, seconded by City Councilmember Walker to table donation request until the May 3, 2021 meeting.

Said motion was adopted by the following vote:

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

NAYS: None (0)

#### **Council Comments**

Mayor Murphy asked for Council comments and Councilmember Marshall commented that she hopes the technical difficulties will be solved for the remaining remote meetings until City Council is able to attend in-person at City Hall. Councilmember Shiels encouraged citizens to remain diligent and continue to wear masks.

There being no further business to come before the City Council, this March 15, 2021, meeting of the City Council adjourned at 9:45 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/21	03/31/2021	91933	Avineon	592-549-802.000	350.00- V
03/21	03/18/2021	92338	Kiesler's Police Supply Inc.	101-345-775.000	309.14- V
03/21	03/17/2021	92410	Home Depot	101-789-775.000	1,044.00 M
03/21	03/17/2021	92410	Home Depot	101-754-775.000	2,088.00 M
03/21	03/17/2021	92410	Home Depot	101-773-775.000	348.75 M
03/21	03/17/2021	92410	Home Depot	101-789-775.000	1,044.00- V
03/21	03/17/2021	92410	Home Depot	101-754-775.000	2,088.00- V
03/21	03/17/2021	92410	Home Depot	101-773-775.000	348.75- V
03/21	03/17/2021	92410	Weaver Design Agency LLC	271-790-801.000	2,860.00
03/21	03/17/2021	92410	Weaver Design Agency LLC	271-790-801.000	2,860.00- V
03/21	03/17/2021	92453	AllMax Software Inc.	592-560-802.000	1,500.00
03/21	03/17/2021	92454	American Waste	101-773-802.000	400.00
03/21	03/17/2021	92454	American Waste	582-593-930.000	175.95
03/21	03/17/2021	92454	American Waste	592-551-806.000	336.38
03/21	03/17/2021	92454	American Waste	101-770-802.000	102.60
03/21	03/17/2021	92454	American Waste	101-756-802.000	34.20
03/21	03/17/2021	92454	American Waste	101-754-802.000	87.40
03/21	03/17/2021	92454	American Waste	101-268-802.000	53.20
03/21	03/17/2021	92454	American Waste	101-265-802.000	102.60
03/21	03/17/2021	92454	American Waste	101-770-802.000	190.00
03/21	03/17/2021	92455	AT & T MOBILITY	514-587-920.000	395.33
03/21	03/17/2021	92456	AT&T	592-560-850.000	167.39
03/21	03/17/2021	92456	AT&T	592-558-920.000	79.21
03/21	03/17/2021	92456	AT&T	582-593-850.000	126.98
03/21	03/17/2021	92457	AT&T Long Distance	101-345-850.000	18.61
03/21	03/17/2021	92458	Atchison Paper & Supply	271-790-752.000	195.62
03/21	03/17/2021	92459	Ballard's Plumbing & Heating	101-268-802.000	275.00
03/21	03/17/2021	92459	Ballard's Plumbing & Heating	101-268-802.000	125.00
03/21	03/17/2021	92460	Bayscan Technologies	271-790-751.000	696.00
03/21	03/17/2021	92461	BEAVER RESEARCH COMPANY	582-593-930.000	125.00
03/21	03/17/2021	92462	Beckett & Raeder Inc.	514-587-802.000	4,200.00
03/21	03/17/2021	92463	Char-Em United Way	701-000-230.800	51.50
03/21	03/17/2021	92464	Cintas Corp #729	582-593-930.000	11.00
03/21	03/17/2021	92464	Cintas Corp #729	204-481-767.000	66.45
03/21	03/17/2021	92464	Cintas Corp #729	582-588-767.000	66.65
03/21	03/17/2021	92464	Cintas Corp #729	592-560-767.000	27.70
03/21	03/17/2021	92464	Cintas Corp #729	592-549-767.000	27.70
03/21	03/17/2021	92464	Cintas Corp #729	582-593-930.000	9.07
03/21	03/17/2021	92464	Cintas Corp #729	204-481-767.000	66.45
03/21	03/17/2021	92464	Cintas Corp #729	582-588-767.000	66.65
03/21	03/17/2021	92464	Cintas Corp #729	592-560-767.000	27.70
03/21	03/17/2021	92464	Cintas Corp #729	592-549-767.000	27.70
03/21	03/17/2021	92464	Cintas Corp #729	592-544-802.000	45.45
03/21	03/17/2021	92464	Cintas Corp #729	582-593-930.000	33.72
03/21	03/17/2021	92464	Cintas Corp #729	204-481-767.000	66.39
03/21	03/17/2021	92464	Cintas Corp #729	582-588-767.000	66.58
03/21	03/17/2021	92464	Cintas Corp #729	592-560-767.000	65.03
03/21	03/17/2021	92464	Cintas Corp #729	592-549-767.000	65.03
03/21	03/17/2021	92464	Cintas Corp #729	582-593-930.000	9.07
03/21	03/17/2021	92464	Cintas Corp #729	204-481-767.000	66.38
03/21	03/17/2021	92464	Cintas Corp #729	582-588-767.000	66.59
03/21	03/17/2021	92464	Cintas Corp #729	592-560-767.000	27.24
03/21	03/17/2021	92464	Cintas Corp #729	592-549-767.000	27.25
03/21	03/17/2021	92465	CITY OF PETOSKEY - DMB	101-345-783.000	150.00
03/21	03/17/2021	92466	Consumers Energy	592-558-920.000	611.63
03/21	03/17/2021	92466	Consumers Energy	592-538-920.000	3,842.51

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/21	03/17/2021	92467	Contractors Supply Inc.	101-773-931.000	772.84
03/21	03/17/2021	92468	Crooked Tree Arts Center	248-739-880.400	2,500.00
03/21	03/17/2021	92469	Dearborn Life Insurance Co	701-000-230.190	1,997.99
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-172-724.000	19.16
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-201-724.000	44.89
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-208-724.000	28.74
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-215-724.000	21.35
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-265-724.000	4.79
03/21	03/17/2021	92469	Dearborn Life Insurance Co	582-588-724.000	54.13
03/21	03/17/2021	92469	Dearborn Life Insurance Co	592-549-724.000	30.93
03/21	03/17/2021	92469	Dearborn Life Insurance Co	592-560-724.000	34.97
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-770-724.000	35.45
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-773-724.000	5.75
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-789-724.000	10.54
03/21	03/17/2021	92469	Dearborn Life Insurance Co	204-481-724.000	66.24
03/21	03/17/2021	92469	Dearborn Life Insurance Co	271-790-724.000	69.25
03/21	03/17/2021	92469	Dearborn Life Insurance Co	514-587-724.000	23.19
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-268-724.000	11.98
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-345-724.000	561.12
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-400-724.000	11.50
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-441-724.000	32.57
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-754-724.000	5.27
03/21	03/17/2021	92469	Dearborn Life Insurance Co	101-756-724.000	16.29
03/21	03/17/2021	92470	Dell Marketing L.P.	514-587-802.100	268.87
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	101-215-801.000	278.06
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	204-481-801.000	43.21
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	204-481-801.000	14.36
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	204-481-801.000	43.64
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	271-790-801.000	42.71
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	211-441-802.000	44.73
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	514-587-801.000	19.80
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	582-598-802.000	325.25
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	592-549-802.000	69.88
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	592-560-802.000	90.38
03/21	03/17/2021	92471	DENNIS GARTLAND & NIERGARTH	661-598-801.000	27.98
03/21	03/17/2021	92472	Derrer Oil Co.	661-598-759.000	1,308.02
03/21	03/17/2021	92473	Dornbos Sign Inc.	202-475-775.000	84.85
03/21	03/17/2021	92474	Drost Landscape	101-770-802.100	1,020.44
03/21	03/17/2021	92475	DTA's Court Services	101-400-802.000	78.75
03/21	03/17/2021	92476	DuBois Chemicals Inc.	592-551-783.000	1,717.25
03/21	03/17/2021	92477	Dunn's Business Solutions	101-172-850.000	9.84
03/21	03/17/2021	92477	Dunn's Business Solutions	101-201-850.000	7.87
03/21	03/17/2021	92477	Dunn's Business Solutions	101-208-850.000	4.92
03/21	03/17/2021	92477	Dunn's Business Solutions	101-257-850.000	4.92
03/21	03/17/2021	92477	Dunn's Business Solutions	101-215-850.000	3.94
03/21	03/17/2021	92477	Dunn's Business Solutions	101-345-850.000	10.80
03/21	03/17/2021	92477	Dunn's Business Solutions	204-481-850.000	2.95
03/21	03/17/2021	92477	Dunn's Business Solutions	204-481-850.000	2.95
03/21	03/17/2021	92477	Dunn's Business Solutions	582-588-850.000	9.84
03/21	03/17/2021	92477	Dunn's Business Solutions	582-593-850.000	3.94
03/21	03/17/2021	92477	Dunn's Business Solutions	592-549-850.000	5.90
03/21	03/17/2021	92477	Dunn's Business Solutions	592-560-850.000	5.90
03/21	03/17/2021	92477	Dunn's Business Solutions	101-400-850.000	4.92
03/21	03/17/2021	92477	Dunn's Business Solutions	101-441-850.000	8.85
03/21	03/17/2021	92477	Dunn's Business Solutions	101-756-850.000	4.92
03/21	03/17/2021	92477	Dunn's Business Solutions	101-770-850.000	1.97

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03/21	03/17/2021	92477	Dunn's Business Solutions	101-773-850.000	1.97
03/21	03/17/2021	92477	Dunn's Business Solutions	101-789-850.000	1.97
03/21	03/17/2021	92478	Emergency Medical Products	101-345-775.000	429.99
03/21	03/17/2021	92479	Englebrecht, Robert	101-257-802.100	3,750.00
03/21	03/17/2021	92480	Environmental Resource Assoc.	592-553-801.000	108.86
03/21	03/17/2021	92481	Fastenal Company	661-598-931.000	11.03
03/21	03/17/2021	92481	Fastenal Company	661-598-785.000	2.18
03/21	03/17/2021	92481	Fastenal Company	661-598-931.000	123.38
03/21	03/17/2021	92481	Fastenal Company	661-598-931.000	27.75
03/21	03/17/2021	92481	Fastenal Company	582-586-775.000	20.30
03/21	03/17/2021	92482	Gibby's Garage	582-593-930.000	170.00
03/21	03/17/2021	92482	Gibby's Garage	661-598-931.000	748.00
03/21	03/17/2021	92482	Gibby's Garage	661-598-932.000	1,258.00
03/21	03/17/2021	92483	GRP Engineering Inc.	582-588-802.000	687.50
03/21	03/17/2021	92483	GRP Engineering Inc.	582-598-802.000	165.00
03/21	03/17/2021	92483	GRP Engineering Inc.	582-588-802.000	680.00
03/21	03/17/2021	92484	Harbor Investigative Services	101-400-802.000	41.00
03/21	03/17/2021	92485	Home Depot	101-268-930.000	7,088.39
03/21	03/17/2021	92486	Hubbell Roth & Clark Inc.	592-549-802.000	489.60
03/21	03/17/2021	92486	Hubbell Roth & Clark Inc.	592-560-802.000	493.86
03/21	03/17/2021	92487	HydroCorp	592-545-802.000	1,768.00
03/21	03/17/2021	92488	Integrity Business Solutions	514-587-802.100	126.53
03/21	03/17/2021	92488	Integrity Business Solutions	661-598-751.000	47.32
03/21	03/17/2021	92488	Integrity Business Solutions	204-481-751.000	47.32
03/21	03/17/2021	92488	Integrity Business Solutions	582-588-751.000	47.32
03/21	03/17/2021	92488	Integrity Business Solutions	582-593-751.000	47.32
03/21	03/17/2021	92488	Integrity Business Solutions	592-549-751.000	47.33
03/21	03/17/2021	92488	Integrity Business Solutions	592-560-751.000	47.33
03/21	03/17/2021	92488	Integrity Business Solutions	661-598-751.000	28.08
03/21	03/17/2021	92488	Integrity Business Solutions	204-481-751.000	28.08
03/21	03/17/2021	92488	Integrity Business Solutions	582-588-751.000	28.09
03/21	03/17/2021	92488	Integrity Business Solutions	582-593-751.000	28.09
03/21	03/17/2021	92488	Integrity Business Solutions	592-549-751.000	28.09
03/21	03/17/2021	92488	Integrity Business Solutions	592-560-751.000	28.09
03/21	03/17/2021	92489	Kendall Electric Inc.	582-588-785.000	308.45
03/21	03/17/2021	92490	KSS Enterprises	101-770-775.000	137.12
03/21	03/17/2021	92490	KSS Enterprises	271-790-752.000	206.51
03/21	03/17/2021	92490	KSS Enterprises	101-268-775.000	101.00
03/21	03/17/2021	92491	McCardel Culligan	592-553-802.000	60.00
03/21	03/17/2021	92491	McCardel Culligan	592-553-802.000	60.00
03/21	03/17/2021	92492	Mead & Hunt	592-556-802.000	440.00
03/21	03/17/2021	92493	Michigan Officeways Inc.	101-201-751.000	23.48
03/21	03/17/2021	92494	Municipal Underwriters of West MI	101-268-937.000	3,487.77
03/21	03/17/2021	92494	Municipal Underwriters of West MI	101-345-937.000	8,506.51
03/21	03/17/2021	92494	Municipal Underwriters of West MI	101-773-937.000	269.73
03/21	03/17/2021	92494	Municipal Underwriters of West MI	101-756-937.000	279.05
03/21	03/17/2021	92494	Municipal Underwriters of West MI	101-789-937.000	4,442.52
03/21	03/17/2021	92494	Municipal Underwriters of West MI	204-481-937.000	1,571.44
03/21	03/17/2021	92494	Municipal Underwriters of West MI	101-770-937.000	2,627.89
03/21	03/17/2021	92494	Municipal Underwriters of West MI	271-790-937.000	4,387.71
03/21	03/17/2021	92494	Municipal Underwriters of West MI	582-588-937.000	11,414.45
03/21	03/17/2021	92494	Municipal Underwriters of West MI	582-593-937.000	1,074.56
03/21	03/17/2021	92494	Municipal Underwriters of West MI	592-549-937.000	4,428.30
03/21	03/17/2021	92494	Municipal Underwriters of West MI	592-560-937.000	8,981.22
03/21	03/17/2021	92494	Municipal Underwriters of West MI	661-598-937.000	58,952.85
03/21	03/17/2021	92495	N.M.A.C.P.	101-345-915.000	75.00

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03/21	03/17/2021	92496	North Central Laboratories	592-553-775.000	3,684.41
03/21	03/17/2021	92497	Northern A-1 Environmental Services	582-593-930.000	1,800.00
03/21	03/17/2021	92497	Northern A-1 Environmental Services	582-586-802.000	1,800.00
03/21	03/17/2021	92498	Northern Michigan Review Inc.	271-790-905.000	176.00
03/21	03/17/2021	92498	Northern Michigan Review Inc.	248-739-802.000	95.10
03/21	03/17/2021	92498	Northern Michigan Review Inc.	204-481-802.000	200.20
03/21	03/17/2021	92498	Northern Michigan Review Inc.	101-770-850.000	31.70
03/21	03/17/2021	92498	Northern Michigan Review Inc.	592-560-802.000	2,047.10
03/21	03/17/2021	92498	Northern Michigan Review Inc.	592-560-802.000	2,047.10
03/21	03/17/2021	92498	Northern Michigan Review Inc.	271-790-905.000	170.00
03/21	03/17/2021	92498	Northern Michigan Review Inc.	101-400-802.000	55.48
03/21	03/17/2021	92498	Northern Michigan Review Inc.	592-549-802.000	169.00
03/21	03/17/2021	92498	Northern Michigan Review Inc.	592-560-802.000	169.25
03/21	03/17/2021	92498	Northern Michigan Review Inc.	101-770-850.000	154.54
03/21	03/17/2021	92498	Northern Michigan Review Inc.	592-560-802.000	200.20
03/21	03/17/2021	92499	O'Neil, Kathy	271-790-958.100	50.00
03/21	03/17/2021	92500	Peninsula Fiber Network LLC	271-790-850.000	133.80
03/21	03/17/2021	92500	Peninsula Fiber Network LLC	101-228-850.000	446.00
03/21	03/17/2021	92501	Performance Painting	101-265-802.000	121.00
03/21	03/17/2021	92501	Performance Painting	101-208-802.000	250.00
03/21	03/17/2021	92502	Plunkett Cooney	101-266-802.000	73.87
03/21	03/17/2021	92502	Plunkett Cooney	204-481-802.000	73.87
03/21	03/17/2021	92502	Plunkett Cooney	582-588-802.000	73.87
03/21	03/17/2021	92502	Plunkett Cooney	592-549-802.000	73.87
03/21	03/17/2021	92502	Plunkett Cooney	592-560-802.000	73.87
03/21	03/17/2021	92502	Plunkett Cooney	101-266-802.000	803.15
03/21	03/17/2021	92503	Power Line Supply	582-010-111.000	359.60
03/21	03/17/2021	92503	Power Line Supply	582-586-775.000	317.30-
03/21	03/17/2021	92504	PowerDMS Inc.	101-345-802.000	9.52
03/21	03/17/2021	92505	Range Telecommunications	204-481-850.000	30.00
03/21	03/17/2021	92505	Range Telecommunications	101-756-850.000	40.00
03/21	03/17/2021	92505	Range Telecommunications	582-593-850.000	30.00
03/21	03/17/2021	92505	Range Telecommunications	592-549-850.000	98.00
03/21	03/17/2021	92505	Range Telecommunications	592-560-850.000	98.00
03/21	03/17/2021	92505	Range Telecommunications	661-598-850.000	10.00
03/21	03/17/2021	92506	Richard Neumann Architect	101-268-970.000	2,220.00
03/21	03/17/2021	92507	Root Mechanical LLC	592-555-802.000	7,762.00
03/21	03/17/2021	92508	Salsbury Industries	271-081-566.000	1,653.07
03/21	03/17/2021	92509	Solutions Electric Inc.	101-268-970.000	630.00
03/21	03/17/2021	92510	Spectrum Business	592-560-850.000	38.17
03/21	03/17/2021	92510	Spectrum Business	101-172-850.000	65.38
03/21	03/17/2021	92510	Spectrum Business	101-201-850.000	52.30
03/21	03/17/2021	92510	Spectrum Business	101-208-850.000	32.69
03/21	03/17/2021	92510	Spectrum Business	101-257-850.000	32.69
03/21	03/17/2021	92510	Spectrum Business	101-215-850.000	26.15
03/21	03/17/2021	92510	Spectrum Business	101-345-850.000	71.87
03/21	03/17/2021	92510	Spectrum Business	204-481-850.000	19.61
03/21	03/17/2021	92510	Spectrum Business	204-481-850.000	19.61
03/21	03/17/2021	92510	Spectrum Business	582-588-850.000	65.38
03/21	03/17/2021	92510	Spectrum Business	582-593-850.000	26.15
03/21	03/17/2021	92510	Spectrum Business	592-549-850.000	39.23
03/21	03/17/2021	92510	Spectrum Business	592-560-850.000	39.23
03/21	03/17/2021	92510	Spectrum Business	101-400-850.000	32.69
03/21	03/17/2021	92510	Spectrum Business	101-441-850.000	58.84
03/21	03/17/2021	92510	Spectrum Business	101-756-850.000	32.69
03/21	03/17/2021	92510	Spectrum Business	101-770-850.000	13.08

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03/21	03/17/2021	92510	Spectrum Business	101-773-850.000	13.08
03/21	03/17/2021	92510	Spectrum Business	101-789-850.000	13.08
03/21	03/17/2021	92510	Spectrum Business	582-593-850.000	38.17
03/21	03/17/2021	92511	Standard Electric Company	582-590-775.000	519.34
03/21	03/17/2021	92512	Staples Advantage	101-172-751.000	9.30
03/21	03/17/2021	92512	Staples Advantage	101-201-751.000	9.30
03/21	03/17/2021	92512	Staples Advantage	101-208-751.000	6.51
03/21	03/17/2021	92512	Staples Advantage	101-257-751.000	4.65
03/21	03/17/2021	92512	Staples Advantage	101-215-751.000	5.58
03/21	03/17/2021	92512	Staples Advantage	101-345-751.000	24.18
03/21	03/17/2021	92512	Staples Advantage	101-441-751.000	15.61
03/21	03/17/2021	92512	Staples Advantage	101-400-751.000	4.65
03/21	03/17/2021	92512	Staples Advantage	101-441-751.000	13.95
03/21	03/17/2021	92512	Staples Advantage	101-770-751.000	2.79
03/21	03/17/2021	92512	Staples Advantage	101-773-775.000	.93
03/21	03/17/2021	92512	Staples Advantage	101-756-751.000	9.30
03/21	03/17/2021	92512	Staples Advantage	101-789-751.000	1.85
03/21	03/17/2021	92513	SYMONDS, ANDREA	514-587-802.100	22.96
03/21	03/17/2021	92514	Thompson Park Avenue Properties LLC	514-587-802.100	778.47
03/21	03/17/2021	92515	T-Mobile	271-790-850.000	390.60
03/21	03/17/2021	92516	Up North Service LLC	514-587-802.000	2,800.51
03/21	03/17/2021	92517	VARNUM LLP	582-588-802.000	164.00
03/21	03/17/2021	92518	Verdin Company, The	101-770-802.000	3,078.85
03/21	03/17/2021	92519	Walker Consultants	514-587-802.000	3,340.00
03/21	03/17/2021	92520	Westin Technology Solutions LLC	592-549-802.000	3,500.00
03/21	03/17/2021	92521	Home Depot	101-789-775.000	1,044.00
03/21	03/17/2021	92521	Home Depot	101-754-775.000	2,088.00
03/21	03/17/2021	92521	Home Depot	101-773-775.000	348.75
03/21	03/17/2021	92522	Weaver Design Agency LLC	271-790-801.000	2,860.00
03/21	03/24/2021	92532	Alliance Entertainment	271-790-761.000	347.16
03/21	03/24/2021	92532	Alliance Entertainment	271-790-761.100	42.99
03/21	03/24/2021	92533	Apollo Fire Equipment	661-598-932.000	59.02
03/21	03/24/2021	92534	AT&T	592-538-850.000	89.20
03/21	03/24/2021	92535	Benchmark Engineering Inc.	204-481-802.000	3,063.50
03/21	03/24/2021	92535	Benchmark Engineering Inc.	204-481-802.000	4,592.00
03/21	03/24/2021	92536	Blue Care Network	101-172-724.000	375.28
03/21	03/24/2021	92536	Blue Care Network	101-201-724.000	3,902.92
03/21	03/24/2021	92536	Blue Care Network	101-215-724.000	375.28
03/21	03/24/2021	92536	Blue Care Network	101-265-724.000	517.89
03/21	03/24/2021	92536	Blue Care Network	101-268-724.000	1,114.59
03/21	03/24/2021	92536	Blue Care Network	101-345-724.000	12,159.06
03/21	03/24/2021	92536	Blue Care Network	101-789-724.000	780.59
03/21	03/24/2021	92536	Blue Care Network	271-790-724.000	4,053.04
03/21	03/24/2021	92536	Blue Care Network	582-588-724.000	3,527.64
03/21	03/24/2021	92536	Blue Care Network	592-549-724.000	1,125.84
03/21	03/24/2021	92536	Blue Care Network	592-560-724.000	1,125.84
03/21	03/24/2021	92536	Blue Care Network	101-400-724.000	470.18
03/21	03/24/2021	92536	Blue Care Network	101-441-724.000	1,315.64
03/21	03/24/2021	92536	Blue Care Network	101-754-724.000	506.63
03/21	03/24/2021	92536	Blue Care Network	101-756-724.000	1,128.00
03/21	03/24/2021	92536	Blue Care Network	101-770-724.000	2,439.32
03/21	03/24/2021	92536	Blue Care Network	101-773-724.000	382.79
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	101-172-724.000	948.17
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	101-345-724.000	6,637.22
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	101-441-724.000	1,185.22
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	204-481-724.000	2,923.53

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03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	271-790-724.000	395.07
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	514-587-724.000	790.14
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	582-588-724.000	351.44
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	592-549-724.000	3,950.73
03/21	03/24/2021	92537	BLUE CROSS\BLUE SHIELD - MICH.	592-560-724.000	395.07
03/21	03/24/2021	92538	Carter's Imagewear & Awards	101-789-775.000	296.96
03/21	03/24/2021	92539	Center Point Large Print	271-790-760.000	27.27
03/21	03/24/2021	92539	Center Point Large Print	271-790-760.000	53.14
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	65.35
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	205.23
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	662.54
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	220.96
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	234.84
03/21	03/24/2021	92540	Consumers Energy	202-475-920.000	99.98
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	188.65
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	208.82
03/21	03/24/2021	92540	Consumers Energy	592-558-920.000	95.40
03/21	03/24/2021	92541	Delta Dental	101-172-724.000	49.97
03/21	03/24/2021	92541	Delta Dental	101-201-724.000	275.31
03/21	03/24/2021	92541	Delta Dental	101-208-724.000	73.01
03/21	03/24/2021	92541	Delta Dental	101-215-724.000	17.66
03/21	03/24/2021	92541	Delta Dental	101-265-724.000	23.81
03/21	03/24/2021	92541	Delta Dental	101-268-724.000	47.86
03/21	03/24/2021	92541	Delta Dental	592-549-724.000	314.88
03/21	03/24/2021	92541	Delta Dental	592-560-724.000	115.71
03/21	03/24/2021	92541	Delta Dental	701-000-230.110	1,386.90
03/21	03/24/2021	92541	Delta Dental	101-773-724.000	16.00
03/21	03/24/2021	92541	Delta Dental	101-789-724.000	32.03
03/21	03/24/2021	92541	Delta Dental	204-481-724.000	131.51
03/21	03/24/2021	92541	Delta Dental	271-790-724.000	199.53
03/21	03/24/2021	92541	Delta Dental	514-587-724.000	37.10
03/21	03/24/2021	92541	Delta Dental	582-588-724.000	192.22
03/21	03/24/2021	92541	Delta Dental	101-345-724.000	887.54
03/21	03/24/2021	92541	Delta Dental	101-400-724.000	.75
03/21	03/24/2021	92541	Delta Dental	101-441-724.000	73.75
03/21	03/24/2021	92541	Delta Dental	101-754-724.000	24.88
03/21	03/24/2021	92541	Delta Dental	101-756-724.000	12.14
03/21	03/24/2021	92541	Delta Dental	101-770-724.000	122.90
03/21	03/24/2021	92542	DTE Energy	592-538-920.000	121.24
03/21	03/24/2021	92542	DTE Energy	101-265-924.000	881.35
03/21	03/24/2021	92542	DTE Energy	582-593-924.000	2,454.16
03/21	03/24/2021	92542	DTE Energy	101-773-924.000	34.99
03/21	03/24/2021	92542	DTE Energy	101-265-924.000	237.64
03/21	03/24/2021	92542	DTE Energy	592-538-920.000	114.23
03/21	03/24/2021	92542	DTE Energy	592-558-920.000	34.99
03/21	03/24/2021	92542	DTE Energy	592-551-920.000	3,029.86
03/21	03/24/2021	92542	DTE Energy	592-551-920.000	4,261.87
03/21	03/24/2021	92542	DTE Energy	271-790-924.000	489.63
03/21	03/24/2021	92542	DTE Energy	582-593-920.000	336.15
03/21	03/24/2021	92542	DTE Energy	592-538-920.000	85.48
03/21	03/24/2021	92542	DTE Energy	101-345-920.100	1,135.18
03/21	03/24/2021	92542	DTE Energy	271-790-924.000	1,137.47
03/21	03/24/2021	92542	DTE Energy	101-268-924.000	1,705.28
03/21	03/24/2021	92542	DTE Energy	101-770-924.000	477.46
03/21	03/24/2021	92542	DTE Energy	514-587-802.100	185.06
03/21	03/24/2021	92542	DTE Energy	592-538-920.000	219.41

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03/21	03/24/2021	92542	DTE Energy	101-345-920.000	1,436.00
03/21	03/24/2021	92543	Dunn's Business Solutions	101-172-751.000	6.04
03/21	03/24/2021	92543	Dunn's Business Solutions	101-201-751.000	6.04
03/21	03/24/2021	92543	Dunn's Business Solutions	101-208-751.000	4.23
03/21	03/24/2021	92543	Dunn's Business Solutions	101-257-751.000	3.02
03/21	03/24/2021	92543	Dunn's Business Solutions	101-215-751.000	3.63
03/21	03/24/2021	92543	Dunn's Business Solutions	101-345-751.000	16.92
03/21	03/24/2021	92543	Dunn's Business Solutions	101-400-751.000	3.02
03/21	03/24/2021	92543	Dunn's Business Solutions	101-441-751.000	9.06
03/21	03/24/2021	92543	Dunn's Business Solutions	101-770-751.000	.60
03/21	03/24/2021	92543	Dunn's Business Solutions	101-773-775.000	.60
03/21	03/24/2021	92543	Dunn's Business Solutions	101-756-751.000	6.04
03/21	03/24/2021	92543	Dunn's Business Solutions	101-789-751.000	1.23
03/21	03/24/2021	92544	FEDEX	592-560-751.000	34.65
03/21	03/24/2021	92545	FROMUTH	101-770-775.000	51.42
03/21	03/24/2021	92546	Great Lakes Energy	592-538-920.000	86.88
03/21	03/24/2021	92546	Great Lakes Energy	592-558-920.000	94.95
03/21	03/24/2021	92546	Great Lakes Energy	101-345-920.100	455.44
03/21	03/24/2021	92546	Great Lakes Energy	592-538-920.000	288.95
03/21	03/24/2021	92546	Great Lakes Energy	592-558-920.000	126.24
03/21	03/24/2021	92547	Harbor Investigative Services	101-400-802.000	50.00
03/21	03/24/2021	92548	MEYERSON, VALERIE	271-790-752.000	23.89
03/21	03/24/2021	92548	MEYERSON, VALERIE	271-790-955.000	20.00
03/21	03/24/2021	92548	MEYERSON, VALERIE	271-790-751.000	14.99
03/21	03/24/2021	92548	MEYERSON, VALERIE	271-790-958.100	17.78
03/21	03/24/2021	92548	MEYERSON, VALERIE	271-790-760.000	22.00
03/21	03/24/2021	92549	Michigan Downtown Association	514-587-912.000	100.00
03/21	03/24/2021	92550	Miller Canfield Paddock and	101-266-802.000	3,823.15
03/21	03/24/2021	92551	North Country IT	271-790-802.000	386.00
03/21	03/24/2021	92552	Northern Safety Co. Inc.	101-770-775.000	312.26
03/21	03/24/2021	92552	Northern Safety Co. Inc.	101-754-775.000	312.26
03/21	03/24/2021	92553	OHM Advisors	202-473-802.000	2,245.00
03/21	03/24/2021	92554	On Duty Gear LLC	101-345-775.000	47.95
03/21	03/24/2021	92554	On Duty Gear LLC	101-345-775.000	225.91
03/21	03/24/2021	92555	Onsite CPR Solutions LLC	101-770-912.000	200.00
03/21	03/24/2021	92556	PAC2	271-790-802.000	1,685.95
03/21	03/24/2021	92557	Spectrum Business	101-345-850.000	70.84
03/21	03/24/2021	92557	Spectrum Business	101-345-850.100	181.54
03/21	03/24/2021	92557	Spectrum Business	514-587-802.100	124.26
03/21	03/24/2021	92558	Sweep Shop, The	271-790-752.000	189.65
03/21	03/24/2021	92559	Tele-Rad Inc.	101-345-775.000	84.90
03/21	03/24/2021	92560	Thru Glass Window Cleaning	514-587-802.100	25.00
03/21	03/24/2021	92561	Up North Service LLC	514-587-802.000	1,075.00
03/21	03/24/2021	92562	USA Blue Book	592-554-775.000	104.76
03/21	03/24/2021	92562	USA Blue Book	592-549-785.000	259.90
03/21	03/24/2021	92563	VSP	101-172-724.000	26.88
03/21	03/24/2021	92563	VSP	101-201-724.000	95.76
03/21	03/24/2021	92563	VSP	101-208-724.000	26.88
03/21	03/24/2021	92563	VSP	101-215-724.000	10.64
03/21	03/24/2021	92563	VSP	101-265-724.000	11.98
03/21	03/24/2021	92563	VSP	582-588-724.000	95.76
03/21	03/24/2021	92563	VSP	592-549-724.000	143.36
03/21	03/24/2021	92563	VSP	592-560-724.000	50.40
03/21	03/24/2021	92563	VSP	701-000-230.110	39.76
03/21	03/24/2021	92563	VSP	101-770-724.000	65.24
03/21	03/24/2021	92563	VSP	101-773-724.000	8.06

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03/21	03/24/2021	92563	VSP	101-789-724.000	15.62
03/21	03/24/2021	92563	VSP	204-481-724.000	66.64
03/21	03/24/2021	92563	VSP	271-790-724.000	104.16
03/21	03/24/2021	92563	VSP	514-587-724.000	21.28
03/21	03/24/2021	92563	VSP	101-268-724.000	23.32
03/21	03/24/2021	92563	VSP	101-345-724.000	459.23
03/21	03/24/2021	92563	VSP	101-400-724.000	11.31
03/21	03/24/2021	92563	VSP	101-441-724.000	59.58
03/21	03/24/2021	92563	VSP	101-754-724.000	13.24
03/21	03/24/2021	92563	VSP	101-756-724.000	26.26
03/21	03/24/2021	92564	Wonderware North	592-549-802.000	3,937.00
03/21	03/24/2021	92564	Wonderware North	592-560-802.000	3,937.00
03/21	03/24/2021	92565	Aflac	701-000-230.180	797.26 M
03/21	03/31/2021	92566	ACH-CHILD SUPPORT	701-000-230.160	160.23
03/21	03/31/2021	92567	ACH-EFTPS	701-000-230.200	12,354.43
03/21	03/31/2021	92567	ACH-EFTPS	701-000-230.100	21,411.90
03/21	03/31/2021	92567	ACH-EFTPS	701-000-230.200	12,354.43
03/21	03/31/2021	92567	ACH-EFTPS	701-000-230.200	2,889.31
03/21	03/31/2021	92567	ACH-EFTPS	701-000-230.200	2,889.31
03/21	03/31/2021	92568	ACH-ICMA 457	701-000-230.700	2,049.95
03/21	03/31/2021	92568	ACH-ICMA 457	701-000-230.700	5,485.00
03/21	03/31/2021	92569	Airgas USA LLC	661-598-785.000	24.89
03/21	03/31/2021	92569	Airgas USA LLC	661-598-785.000	48.39
03/21	03/31/2021	92570	Alliance Entertainment	271-790-761.000	206.33
03/21	03/31/2021	92570	Alliance Entertainment	271-790-761.000	5.99-
03/21	03/31/2021	92570	Alliance Entertainment	271-790-761.100	75.98
03/21	03/31/2021	92571	All-Phase Electric Supply	101-773-931.000	53.28
03/21	03/31/2021	92571	All-Phase Electric Supply	101-773-931.000	5.77
03/21	03/31/2021	92571	All-Phase Electric Supply	101-756-775.000	15.29
03/21	03/31/2021	92571	All-Phase Electric Supply	101-756-775.000	18.29
03/21	03/31/2021	92572	Amazon Credit Plan	271-790-986.000	49.99
03/21	03/31/2021	92573	AT&T	271-790-850.000	403.84
03/21	03/31/2021	92574	Atchison Paper & Supply	271-790-752.000	52.47
03/21	03/31/2021	92575	Beckett & Raeder Inc.	582-588-802.000	840.00
03/21	03/31/2021	92576	Canada, Kathryn Lee	271-790-802.000	120.00
03/21	03/31/2021	92577	Carter's Imagewear & Awards	101-770-775.000	435.60
03/21	03/31/2021	92578	Char-Em United Way	701-000-230.800	51.50
03/21	03/31/2021	92579	Cintas Corp #729	592-544-802.000	45.45
03/21	03/31/2021	92579	Cintas Corp #729	582-593-930.000	33.72
03/21	03/31/2021	92579	Cintas Corp #729	204-481-767.000	67.52
03/21	03/31/2021	92579	Cintas Corp #729	582-588-767.000	67.72
03/21	03/31/2021	92579	Cintas Corp #729	592-549-767.000	31.22
03/21	03/31/2021	92579	Cintas Corp #729	592-560-767.000	31.23
03/21	03/31/2021	92579	Cintas Corp #729	582-593-930.000	9.07
03/21	03/31/2021	92579	Cintas Corp #729	204-481-767.000	67.52
03/21	03/31/2021	92579	Cintas Corp #729	582-588-767.000	67.72
03/21	03/31/2021	92579	Cintas Corp #729	592-549-767.000	31.22
03/21	03/31/2021	92579	Cintas Corp #729	592-560-767.000	31.23
03/21	03/31/2021	92580	CITY OF PETOSKEY - DMB	271-790-880.000	30.00
03/21	03/31/2021	92581	City Services Inc.	592-544-802.000	7,900.00
03/21	03/31/2021	92582	Collias-Glaser, Hellene Kay	271-790-802.000	330.00
03/21	03/31/2021	92583	Concord Inspection LLC	661-598-932.000	1,400.00
03/21	03/31/2021	92584	CSI Geoturf	101-789-775.000	700.00
03/21	03/31/2021	92585	David L Hoffman Landscaping & Nursery	204-550-802.000	5,678.00
03/21	03/31/2021	92586	Derrer Oil Co.	661-598-759.000	2,125.47
03/21	03/31/2021	92587	Dornbos Sign Inc.	202-475-775.000	96.25

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03/21	03/31/2021	92588	DTE Energy	592-555-920.000	40.50
03/21	03/31/2021	92589	Ducastel, Barbara	271-790-802.000	330.00
03/21	03/31/2021	92590	Dunkel Excavating Services Inc.	101-789-802.000	16,484.10
03/21	03/31/2021	92590	Dunkel Excavating Services Inc.	101-770-802.000	740.00
03/21	03/31/2021	92590	Dunkel Excavating Services Inc.	592-556-802.000	127.50
03/21	03/31/2021	92590	Dunkel Excavating Services Inc.	202-469-802.000	127.50
03/21	03/31/2021	92590	Dunkel Excavating Services Inc.	203-469-802.000	127.50
03/21	03/31/2021	92591	Fastenal Company	661-598-931.000	137.50
03/21	03/31/2021	92592	FIVE D INDUSTRIES	661-598-931.000	237.42
03/21	03/31/2021	92592	FIVE D INDUSTRIES	661-598-931.000	123.38
03/21	03/31/2021	92593	Five Star Screen Printing Plus	101-770-767.000	731.00
03/21	03/31/2021	92593	Five Star Screen Printing Plus	101-756-767.000	94.00
03/21	03/31/2021	92594	FLAGS USA INC.	101-754-775.000	144.00
03/21	03/31/2021	92595	Fraternal Order of Police	701-000-230.400	996.00
03/21	03/31/2021	92596	Gale/Cengage Learning	271-790-760.000	198.81
03/21	03/31/2021	92597	Gempler's	101-789-767.000	144.96
03/21	03/31/2021	92597	Gempler's	101-770-775.000	100.97
03/21	03/31/2021	92598	Gibby's Garage	582-593-930.000	102.00
03/21	03/31/2021	92598	Gibby's Garage	661-598-931.000	1,326.00
03/21	03/31/2021	92598	Gibby's Garage	661-598-932.000	476.00
03/21	03/31/2021	92598	Gibby's Garage	661-598-931.000	578.00
03/21	03/31/2021	92598	Gibby's Garage	661-598-932.000	272.00
03/21	03/31/2021	92598	Gibby's Garage	514-587-802.000	34.00
03/21	03/31/2021	92598	Gibby's Garage	582-590-802.000	68.00
03/21	03/31/2021	92598	Gibby's Garage	661-598-931.000	544.00
03/21	03/31/2021	92598	Gibby's Garage	661-598-931.000	408.00
03/21	03/31/2021	92599	Gibson Excavating LLC	592-545-802.000	2,220.00
03/21	03/31/2021	92599	Gibson Excavating LLC	592-544-802.000	12,540.00
03/21	03/31/2021	92599	Gibson Excavating LLC	592-556-802.000	4,022.50
03/21	03/31/2021	92600	Ginop Sales Inc.	514-587-931.000	79.62
03/21	03/31/2021	92601	Grand Traverse Diesel Service	661-598-932.000	147.00
03/21	03/31/2021	92602	Hotshots Drain Cleaning LLC	592-556-802.000	460.00
03/21	03/31/2021	92603	Hyde Services LLC	661-598-931.000	1,036.18
03/21	03/31/2021	92604	ICMA 401	701-000-230.700	654.08
03/21	03/31/2021	92605	ICMA-ROTH	701-000-230.900	720.00
03/21	03/31/2021	92606	Jakeway, Patricia	271-790-802.000	540.00
03/21	03/31/2021	92607	Kendall College of Art and Design of FSU	271-790-955.000	45.00
03/21	03/31/2021	92608	Knickerbocker, Lynsa	271-790-802.000	300.00
03/21	03/31/2021	92609	Northern A-1 Environmental Services	592-556-802.000	1,137.50
03/21	03/31/2021	92609	Northern A-1 Environmental Services	592-556-802.000	4,490.00
03/21	03/31/2021	92610	PRESQUE ISLE DISTRICT LIBRARY	271-790-955.000	45.00
03/21	03/31/2021	92611	Proclean North	592-554-802.000	665.50
03/21	03/31/2021	92611	Proclean North	582-593-930.000	1,330.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-172-751.000	240.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-201-751.000	240.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-208-751.000	300.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-257-751.000	120.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-215-751.000	180.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-345-751.000	570.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	514-587-802.100	60.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	271-790-751.000	60.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-400-751.000	270.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-441-751.000	450.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-770-751.000	120.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-773-775.000	90.00
03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-756-751.000	210.00

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03/21	03/31/2021	92612	Quadient Finance USA Inc.	101-789-751.000	90.00
03/21	03/31/2021	92613	Renkes, Tom	248-739-880.200	150.00
03/21	03/31/2021	92614	Safety-Kleen Systems Inc.	661-598-785.000	309.70
03/21	03/31/2021	92615	Scarnegie, Ken	271-790-958.000	250.00
03/21	03/31/2021	92616	Spectrum Business	582-588-850.000	94.99
03/21	03/31/2021	92616	Spectrum Business	582-588-850.000	94.99
03/21	03/31/2021	92616	Spectrum Business	101-770-850.000	104.98
03/21	03/31/2021	92617	Spok	204-481-850.000	37.61
03/21	03/31/2021	92617	Spok	582-588-850.000	37.61
03/21	03/31/2021	92617	Spok	592-560-850.000	37.61
03/21	03/31/2021	92617	Spok	592-549-850.000	37.61
03/21	03/31/2021	92617	Spok	661-598-850.000	37.62
03/21	03/31/2021	92618	Staples Advantage	101-172-751.000	3.07
03/21	03/31/2021	92618	Staples Advantage	101-201-751.000	3.07
03/21	03/31/2021	92618	Staples Advantage	101-208-751.000	2.15
03/21	03/31/2021	92618	Staples Advantage	101-257-751.000	1.54
03/21	03/31/2021	92618	Staples Advantage	101-215-751.000	1.84
03/21	03/31/2021	92618	Staples Advantage	101-345-751.000	7.99
03/21	03/31/2021	92618	Staples Advantage	592-560-751.000	15.68
03/21	03/31/2021	92618	Staples Advantage	101-345-751.000	32.28
03/21	03/31/2021	92618	Staples Advantage	101-770-751.000	69.64
03/21	03/31/2021	92618	Staples Advantage	101-400-751.000	1.54
03/21	03/31/2021	92618	Staples Advantage	101-441-751.000	4.61
03/21	03/31/2021	92618	Staples Advantage	101-770-751.000	.92
03/21	03/31/2021	92618	Staples Advantage	101-773-775.000	.31
03/21	03/31/2021	92618	Staples Advantage	101-756-751.000	3.07
03/21	03/31/2021	92618	Staples Advantage	101-789-751.000	.61
03/21	03/31/2021	92618	Staples Advantage	101-172-751.000	48.93
03/21	03/31/2021	92618	Staples Advantage	101-201-751.000	48.93
03/21	03/31/2021	92618	Staples Advantage	101-208-751.000	34.25
03/21	03/31/2021	92618	Staples Advantage	101-257-751.000	24.47
03/21	03/31/2021	92618	Staples Advantage	101-215-751.000	29.36
03/21	03/31/2021	92618	Staples Advantage	101-345-751.000	127.23
03/21	03/31/2021	92618	Staples Advantage	101-345-751.000	12.26
03/21	03/31/2021	92618	Staples Advantage	101-400-751.000	24.47
03/21	03/31/2021	92618	Staples Advantage	101-441-751.000	73.40
03/21	03/31/2021	92618	Staples Advantage	101-770-751.000	14.68
03/21	03/31/2021	92618	Staples Advantage	101-773-775.000	4.89
03/21	03/31/2021	92618	Staples Advantage	101-756-751.000	48.93
03/21	03/31/2021	92618	Staples Advantage	101-789-751.000	9.79
03/21	03/31/2021	92619	Sure Lock & Homes LLC	101-773-802.000	900.00
03/21	03/31/2021	92620	TEAMSTERS LOCAL #214	701-000-230.400	888.00
03/21	03/31/2021	92621	Truck & Trailer Specialties	661-010-111.000	485.90
03/21	03/31/2021	92621	Truck & Trailer Specialties	661-598-932.000	295.83
03/21	03/31/2021	92621	Truck & Trailer Specialties	661-598-932.000	30.36-
03/21	03/31/2021	92622	USA Blue Book	101-208-751.000	103.48
03/21	03/31/2021	92623	VALLEY TRUCK PARTS INC.	661-598-931.000	139.50
03/21	03/31/2021	92624	Voorheis, Margaret Ann	271-790-802.000	360.00
03/21	03/31/2021	92625	Avineon	592-549-802.000	350.00
04/21	04/07/2021	92632	Access Locksmithing Inc.	271-790-930.000	603.00
04/21	04/07/2021	92633	All-Phase Electric Supply	101-773-775.000	182.74
04/21	04/07/2021	92633	All-Phase Electric Supply	582-588-785.000	97.33
04/21	04/07/2021	92634	American Waste	592-551-806.000	336.38
04/21	04/07/2021	92634	American Waste	101-770-802.000	102.60
04/21	04/07/2021	92634	American Waste	101-756-802.000	34.20
04/21	04/07/2021	92634	American Waste	101-754-802.000	87.40

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04/21	04/07/2021	92634	American Waste	101-268-802.000	53.20
04/21	04/07/2021	92634	American Waste	101-265-802.000	102.60
04/21	04/07/2021	92635	American Water Works Assoc.	592-549-915.000	231.00
04/21	04/07/2021	92636	AT&T	592-549-850.000	104.45
04/21	04/07/2021	92636	AT&T	592-560-850.000	104.45
04/21	04/07/2021	92636	AT&T	101-756-850.000	104.45
04/21	04/07/2021	92636	AT&T	101-441-850.000	156.67
04/21	04/07/2021	92636	AT&T	204-481-850.000	52.22
04/21	04/07/2021	92636	AT&T	204-481-850.000	52.22
04/21	04/07/2021	92636	AT&T	582-588-850.000	174.08
04/21	04/07/2021	92636	AT&T	582-593-850.000	69.63
04/21	04/07/2021	92636	AT&T	101-201-850.000	139.26
04/21	04/07/2021	92636	AT&T	101-208-850.000	87.04
04/21	04/07/2021	92636	AT&T	101-257-850.000	87.04
04/21	04/07/2021	92636	AT&T	101-215-850.000	69.63
04/21	04/07/2021	92636	AT&T	101-345-850.000	191.49
04/21	04/07/2021	92636	AT&T	101-400-850.000	87.04
04/21	04/07/2021	92636	AT&T	101-172-850.000	261.12
04/21	04/07/2021	92636	AT&T	592-560-850.000	79.32
04/21	04/07/2021	92636	AT&T	592-560-850.000	86.21
04/21	04/07/2021	92636	AT&T	592-558-920.000	83.05
04/21	04/07/2021	92636	AT&T	592-538-850.000	79.32
04/21	04/07/2021	92636	AT&T	592-538-850.000	79.32
04/21	04/07/2021	92637	Baird & Associates Ltd., W.F.	101-789-802.000	17,238.18
04/21	04/07/2021	92638	Ballard's Plumbing & Heating	592-543-802.000	250.00
04/21	04/07/2021	92638	Ballard's Plumbing & Heating	271-790-930.000	263.00
04/21	04/07/2021	92639	Barrette, Terry	204-481-850.000	120.00
04/21	04/07/2021	92640	Beckett & Raeder Inc.	101-770-802.000	2,180.00
04/21	04/07/2021	92640	Beckett & Raeder Inc.	101-789-802.000	1,260.00
04/21	04/07/2021	92640	Beckett & Raeder Inc.	247-751-802.000	600.00
04/21	04/07/2021	92640	Beckett & Raeder Inc.	247-751-802.000	5,148.09
04/21	04/07/2021	92640	Beckett & Raeder Inc.	101-770-970.000	810.00
04/21	04/07/2021	92641	Bek, Sarah	101-172-850.000	120.00
04/21	04/07/2021	92642	Benchmark Engineering Inc.	204-481-802.000	720.00
04/21	04/07/2021	92643	Breed, Matthew	101-345-850.000	120.00
04/21	04/07/2021	92644	CET Fire Pumps MFG	661-598-931.000	2,812.50
04/21	04/07/2021	92645	Cintas Corp #729	582-588-912.000	664.00
04/21	04/07/2021	92645	Cintas Corp #729	592-549-915.000	663.00
04/21	04/07/2021	92645	Cintas Corp #729	204-481-912.000	663.00
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	1,651.61
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-268-920.000	1,343.44
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	4,060.22
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	430.55
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-754-920.000	30.63
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	2,541.59
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	582-586-920.000	122.68
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	582-593-920.000	1,274.49
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	592-538-920.000	8,334.54
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	592-542-920.000	122.70
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	592-551-920.000	10,519.15
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	831.82
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	348.43
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	1,702.46
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	204-448-920.000	2,688.00
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	2,233.01
04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	47.06

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04/21	04/07/2021	92646	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	77.53
04/21	04/07/2021	92647	CLIA Laboratory Program	101-345-802.000	180.00
04/21	04/07/2021	92648	Complete Paint & Supplies	101-770-775.000	60.44
04/21	04/07/2021	92648	Complete Paint & Supplies	101-773-931.000	189.00
04/21	04/07/2021	92648	Complete Paint & Supplies	101-773-931.000	73.15
04/21	04/07/2021	92648	Complete Paint & Supplies	101-773-931.000	10.99
04/21	04/07/2021	92649	Conti, Joseph	101-268-850.000	120.00
04/21	04/07/2021	92650	David L Hoffman Landscaping & Nursery	101-770-931.000	924.00
04/21	04/07/2021	92651	Davis, Jeff	582-588-850.000	120.00
04/21	04/07/2021	92652	Decka Digital LLC	592-542-775.000	76.20
04/21	04/07/2021	92653	Derrer Oil Co.	661-598-759.000	1,681.29
04/21	04/07/2021	92654	Dinon Law PLLC	101-266-802.000	420.00
04/21	04/07/2021	92655	Drost Landscape	101-770-802.100	3,633.62
04/21	04/07/2021	92656	Dunkel Excavating Services Inc.	247-751-802.000	6,249.20
04/21	04/07/2021	92656	Dunkel Excavating Services Inc.	101-789-802.000	6,746.84
04/21	04/07/2021	92656	Dunkel Excavating Services Inc.	247-751-802.000	1,432.50
04/21	04/07/2021	92657	Elliott, Sherrie	592-560-850.000	120.00
04/21	04/07/2021	92658	Emmet Brick & Block Co.	101-770-934.000	3.16
04/21	04/07/2021	92658	Emmet Brick & Block Co.	101-770-934.000	5.96
04/21	04/07/2021	92658	Emmet Brick & Block Co.	101-268-930.000	16.99
04/21	04/07/2021	92658	Emmet Brick & Block Co.	101-770-934.000	.30-
04/21	04/07/2021	92658	Emmet Brick & Block Co.	101-770-934.000	.60-
04/21	04/07/2021	92658	Emmet Brick & Block Co.	101-268-930.000	1.70-
04/21	04/07/2021	92659	Emmet Co. Dept of Public Works	271-790-802.000	650.00
04/21	04/07/2021	92659	Emmet Co. Dept of Public Works	101-082-689.000	7,290.55
04/21	04/07/2021	92660	Empiric Solutions Inc.	101-228-802.000	8,672.20
04/21	04/07/2021	92661	Englebrecht, Robert	101-257-802.100	3,750.00
04/21	04/07/2021	92662	Etna Supply	592-010-111.000	405.00
04/21	04/07/2021	92663	Fate, Jason	101-441-850.000	120.00
04/21	04/07/2021	92664	Flynn, Martin	592-549-850.000	120.00
04/21	04/07/2021	92665	FRITZ, KARL	101-345-850.000	120.00
04/21	04/07/2021	92666	Gordon Food Service	101-345-775.000	45.14
04/21	04/07/2021	92666	Gordon Food Service	661-598-751.000	12.15
04/21	04/07/2021	92666	Gordon Food Service	204-481-751.000	12.16
04/21	04/07/2021	92666	Gordon Food Service	582-588-751.000	12.16
04/21	04/07/2021	92666	Gordon Food Service	582-593-751.000	12.16
04/21	04/07/2021	92666	Gordon Food Service	592-549-751.000	12.16
04/21	04/07/2021	92666	Gordon Food Service	592-560-751.000	12.16
04/21	04/07/2021	92666	Gordon Food Service	592-554-775.000	34.98
04/21	04/07/2021	92666	Gordon Food Service	101-770-771.000	36.43
04/21	04/07/2021	92667	GRAINGER	101-770-775.000	13.52
04/21	04/07/2021	92668	Hart, Tyler	101-770-850.000	120.00
04/21	04/07/2021	92669	Haviland Products Company	592-551-783.000	4,671.48
04/21	04/07/2021	92670	Hoig, Erik	101-345-850.000	120.00
04/21	04/07/2021	92671	Hummel, Jon	101-754-920.000	120.00
04/21	04/07/2021	92672	KARR, ADRIAN	101-345-850.000	120.00
04/21	04/07/2021	92673	Klingelsmith, Kendall	101-770-850.000	120.00
04/21	04/07/2021	92674	Kring Chevrolet Cadillac, Dave	661-598-932.000	15.00
04/21	04/07/2021	92674	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
04/21	04/07/2021	92674	Kring Chevrolet Cadillac, Dave	661-598-932.000	44.85
04/21	04/07/2021	92674	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
04/21	04/07/2021	92675	Kruskie, David	101-770-850.000	120.00
04/21	04/07/2021	92676	Lennemann, Mark	101-773-850.000	120.00
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	15.98
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	101-345-775.000	18.49
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	6.65-

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04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	35.23
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	18.56
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	38.49
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	38.49-
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	101-756-775.000	534.50
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	134.82
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	21.09
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	18.00-
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	52.36
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-931.000	50.94
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	7.36
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-931.000	12.71-
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-931.000	8.74
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	166.86
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-931.000	5.68
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	101-345-775.000	26.38
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	101-770-775.000	49.72
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	170.81
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-759.000	133.28
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	6.77
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	32.78-
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-931.000	5.22
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-010-111.000	11.22
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-931.000	8.60
04/21	04/07/2021	92677	Lynn Auto Parts Inc.	661-598-932.000	233.43
04/21	04/07/2021	92678	McCardel Culligan	101-770-802.000	8.00
04/21	04/07/2021	92678	McCardel Culligan	592-553-802.000	60.00
04/21	04/07/2021	92679	Meyer Ace Hardware	101-770-775.000	4.49
04/21	04/07/2021	92679	Meyer Ace Hardware	101-268-930.000	5.03
04/21	04/07/2021	92679	Meyer Ace Hardware	592-554-802.000	16.87
04/21	04/07/2021	92679	Meyer Ace Hardware	101-345-775.000	35.99
04/21	04/07/2021	92679	Meyer Ace Hardware	101-773-931.000	52.66
04/21	04/07/2021	92679	Meyer Ace Hardware	101-268-775.000	8.07
04/21	04/07/2021	92679	Meyer Ace Hardware	101-268-930.000	7.19
04/21	04/07/2021	92679	Meyer Ace Hardware	592-549-785.000	128.64
04/21	04/07/2021	92679	Meyer Ace Hardware	101-773-931.000	17.54
04/21	04/07/2021	92679	Meyer Ace Hardware	101-268-930.000	.70
04/21	04/07/2021	92679	Meyer Ace Hardware	592-545-775.000	8.09
04/21	04/07/2021	92679	Meyer Ace Hardware	101-789-775.000	13.48
04/21	04/07/2021	92679	Meyer Ace Hardware	592-545-775.000	8.99
04/21	04/07/2021	92679	Meyer Ace Hardware	101-208-751.000	4.99
04/21	04/07/2021	92679	Meyer Ace Hardware	592-544-775.000	13.29
04/21	04/07/2021	92679	Meyer Ace Hardware	661-598-931.000	1.98
04/21	04/07/2021	92679	Meyer Ace Hardware	592-544-775.000	13.29
04/21	04/07/2021	92679	Meyer Ace Hardware	101-268-930.000	12.39
04/21	04/07/2021	92679	Meyer Ace Hardware	582-593-930.000	7.19
04/21	04/07/2021	92679	Meyer Ace Hardware	101-770-775.000	27.96
04/21	04/07/2021	92679	Meyer Ace Hardware	101-268-775.000	12.58
04/21	04/07/2021	92679	Meyer Ace Hardware	101-770-775.000	16.48
04/21	04/07/2021	92679	Meyer Ace Hardware	101-345-775.000	11.31
04/21	04/07/2021	92679	Meyer Ace Hardware	101-345-775.000	5.55
04/21	04/07/2021	92680	Michigan Library Association	271-790-915.000	988.11
04/21	04/07/2021	92681	Michigan Municipal League	701-000-230.201	783.04
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-172-751.000	6.80
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-208-751.000	4.76
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-201-751.000	6.80

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04/21	04/07/2021	92682	Michigan Officeways Inc.	101-257-751.000	3.40
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-215-751.000	4.08
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-345-751.000	17.68
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-400-751.000	3.40
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-441-751.000	10.20
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-770-751.000	2.04
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-773-775.000	.68
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-756-751.000	6.80
04/21	04/07/2021	92682	Michigan Officeways Inc.	101-789-751.000	1.36
04/21	04/07/2021	92683	Parker, Michael	101-345-850.000	120.00
04/21	04/07/2021	92684	Plath, Audrey	101-215-850.000	120.00
04/21	04/07/2021	92685	Power Line Supply	582-010-111.000	39,650.31
04/21	04/07/2021	92685	Power Line Supply	582-586-775.000	112.00
04/21	04/07/2021	92685	Power Line Supply	582-586-775.000	826.00
04/21	04/07/2021	92685	Power Line Supply	582-586-775.000	376.50
04/21	04/07/2021	92685	Power Line Supply	582-010-111.000	1,980.00
04/21	04/07/2021	92685	Power Line Supply	582-586-775.000	79.68
04/21	04/07/2021	92685	Power Line Supply	582-586-775.000	351.00
04/21	04/07/2021	92686	Preston Feather	101-770-775.000	27.48
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	16.82
04/21	04/07/2021	92686	Preston Feather	101-770-934.000	16.39
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	217.40
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	28.79
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	78.41
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	295.48
04/21	04/07/2021	92686	Preston Feather	592-544-775.000	46.33
04/21	04/07/2021	92686	Preston Feather	101-770-775.000	6.40
04/21	04/07/2021	92686	Preston Feather	101-789-775.000	52.66
04/21	04/07/2021	92686	Preston Feather	101-789-775.000	8.99
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	30.02
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	27.78
04/21	04/07/2021	92686	Preston Feather	101-773-775.000	39.41
04/21	04/07/2021	92686	Preston Feather	101-770-775.000	2.75-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	1.68-
04/21	04/07/2021	92686	Preston Feather	101-770-934.000	1.64-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	21.74-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	2.88-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	3.00-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	2.78-
04/21	04/07/2021	92686	Preston Feather	101-773-775.000	3.94-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	7.84-
04/21	04/07/2021	92686	Preston Feather	101-773-931.000	29.55-
04/21	04/07/2021	92686	Preston Feather	592-544-775.000	4.63-
04/21	04/07/2021	92686	Preston Feather	101-770-775.000	.64-
04/21	04/07/2021	92686	Preston Feather	101-789-775.000	5.27-
04/21	04/07/2021	92686	Preston Feather	101-789-775.000	.90-
04/21	04/07/2021	92687	Quality First Aid & Safety Inc.	582-593-930.000	32.97
04/21	04/07/2021	92687	Quality First Aid & Safety Inc.	592-554-775.000	33.98
04/21	04/07/2021	92688	R.W. MERCER CO INC.	101-789-802.000	368.00
04/21	04/07/2021	92689	Rasmussen, Derek	101-770-850.000	120.00
04/21	04/07/2021	92690	ROBBINS, MICHAEL	101-441-850.000	120.00
04/21	04/07/2021	92691	Ryan Brothers Inc.	101-789-802.000	13,450.00
04/21	04/07/2021	92692	Schultz, David	101-345-850.000	120.00
04/21	04/07/2021	92693	Scientific Brake & Equipment	661-598-932.000	88.00-
04/21	04/07/2021	92693	Scientific Brake & Equipment	661-598-932.000	577.50
04/21	04/07/2021	92693	Scientific Brake & Equipment	661-598-932.000	152.15-

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04/21	04/07/2021	92694	Smith, Edward J	101-756-850.000	120.00
04/21	04/07/2021	92695	Spectrum Printers, Inc.	101-215-751.000	1,123.25
04/21	04/07/2021	92696	St. Clair County Library	271-790-955.000	17.00
04/21	04/07/2021	92697	Standard Electric Company	582-010-111.000	15,035.13
04/21	04/07/2021	92697	Standard Electric Company	101-268-930.000	208.80
04/21	04/07/2021	92698	State Industrial Products	101-770-775.000	250.00
04/21	04/07/2021	92698	State Industrial Products	101-770-775.000	419.71
04/21	04/07/2021	92699	State of Michigan-Department of LARA	582-081-642.200	165.62
04/21	04/07/2021	92699	State of Michigan-Department of LARA	582-081-642.300	3,593.59
04/21	04/07/2021	92699	State of Michigan-Department of LARA	582-081-642.400	725.27
04/21	04/07/2021	92699	State of Michigan-Department of LARA	582-081-642.500	4.55
04/21	04/07/2021	92700	Straebel, Robert	101-172-850.000	120.00
04/21	04/07/2021	92701	Temperature Control Inc.	592-554-802.000	541.13
04/21	04/07/2021	92701	Temperature Control Inc.	592-554-802.000	372.50
04/21	04/07/2021	92702	Terry, Alan	101-215-850.000	120.00
04/21	04/07/2021	92703	Todd Wenzel Buick GMC	661-020-142.000	31,761.90
04/21	04/07/2021	92704	Trace Analytics LLC	101-345-802.000	80.10
04/21	04/07/2021	92705	Troxel, Todd	101-345-850.000	120.00
04/21	04/07/2021	92706	Valley City Linen	271-790-752.000	25.00
04/21	04/07/2021	92706	Valley City Linen	271-790-752.000	25.00
04/21	04/07/2021	92706	Valley City Linen	271-790-752.000	25.00
04/21	04/07/2021	92706	Valley City Linen	271-790-752.000	25.00
04/21	04/07/2021	92707	WATSON LABEL PRODUCTS	271-790-751.000	560.82
04/21	04/07/2021	92708	Amazon Capital Services	582-593-785.000	303.03
04/21	04/07/2021	92708	Amazon Capital Services	592-549-785.000	303.03
04/21	04/07/2021	92708	Amazon Capital Services	101-770-934.000	1,362.27
04/21	04/07/2021	92708	Amazon Capital Services	661-598-932.000	49.99
04/21	04/07/2021	92709	State of Michigan - Dept. of LARA	101-756-808.010	200.00
04/21	04/14/2021	92717	Alpha Handyman	271-790-930.000	175.00
04/21	04/14/2021	92718	American Waste	582-593-930.000	175.95
04/21	04/14/2021	92718	American Waste	101-770-802.000	190.00
04/21	04/14/2021	92719	AT&T	592-560-850.000	168.08
04/21	04/14/2021	92719	AT&T	592-558-920.000	79.44
04/21	04/14/2021	92719	AT&T	582-593-850.000	127.20
04/21	04/14/2021	92720	Ballard's Plumbing & Heating	592-537-802.000	204.26
04/21	04/14/2021	92721	Bek, Sarah	101-101-751.000	16.80
04/21	04/14/2021	92722	Blue Care Network	101-172-724.000	375.28
04/21	04/14/2021	92722	Blue Care Network	101-201-724.000	2,777.08
04/21	04/14/2021	92722	Blue Care Network	101-208-724.000	1,249.34
04/21	04/14/2021	92722	Blue Care Network	101-215-724.000	375.28
04/21	04/14/2021	92722	Blue Care Network	101-265-724.000	517.89
04/21	04/14/2021	92722	Blue Care Network	592-549-724.000	2,375.17
04/21	04/14/2021	92722	Blue Care Network	592-560-724.000	1,125.84
04/21	04/14/2021	92722	Blue Care Network	101-770-724.000	2,439.32
04/21	04/14/2021	92722	Blue Care Network	101-773-724.000	382.79
04/21	04/14/2021	92722	Blue Care Network	101-789-724.000	780.59
04/21	04/14/2021	92722	Blue Care Network	271-790-724.000	4,678.50
04/21	04/14/2021	92722	Blue Care Network	514-587-724.000	750.56
04/21	04/14/2021	92722	Blue Care Network	582-588-724.000	3,527.64
04/21	04/14/2021	92722	Blue Care Network	101-268-724.000	1,114.59
04/21	04/14/2021	92722	Blue Care Network	101-345-724.000	9,457.03
04/21	04/14/2021	92722	Blue Care Network	101-400-724.000	555.42
04/21	04/14/2021	92722	Blue Care Network	101-441-724.000	1,486.11
04/21	04/14/2021	92722	Blue Care Network	101-754-724.000	506.63
04/21	04/14/2021	92722	Blue Care Network	101-756-724.000	1,298.47
04/21	04/14/2021	92723	BOOK FARM INC, THE	271-790-760.100	47.85

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/21	04/14/2021	92724	Bound Tree Medical LLC	101-345-775.000	18.49
04/21	04/14/2021	92724	Bound Tree Medical LLC	101-345-775.000	125.37
04/21	04/14/2021	92725	Bradford Master Dry Cleaners	101-345-775.000	427.65
04/21	04/14/2021	92726	Char-Em United Way	701-000-230.800	51.50
04/21	04/14/2021	92727	Cintas Corp #729	582-593-930.000	33.72
04/21	04/14/2021	92727	Cintas Corp #729	204-481-767.000	67.52
04/21	04/14/2021	92727	Cintas Corp #729	582-588-767.000	67.72
04/21	04/14/2021	92727	Cintas Corp #729	592-560-767.000	31.22
04/21	04/14/2021	92727	Cintas Corp #729	592-549-767.000	31.23
04/21	04/14/2021	92727	Cintas Corp #729	592-544-802.000	45.45
04/21	04/14/2021	92727	Cintas Corp #729	582-593-930.000	9.07
04/21	04/14/2021	92727	Cintas Corp #729	204-481-767.000	71.63
04/21	04/14/2021	92727	Cintas Corp #729	582-588-767.000	69.63
04/21	04/14/2021	92727	Cintas Corp #729	592-560-767.000	35.58
04/21	04/14/2021	92727	Cintas Corp #729	592-549-767.000	35.59
04/21	04/14/2021	92728	Consumers Energy	592-538-920.000	3,241.90
04/21	04/14/2021	92729	Crosscut Concrete Cutting	101-789-802.000	1,905.00
04/21	04/14/2021	92730	Derrer Oil Co.	661-598-759.000	1,574.26
04/21	04/14/2021	92731	Dunn's Business Solutions	101-172-751.000	9.84
04/21	04/14/2021	92731	Dunn's Business Solutions	101-201-751.000	9.84
04/21	04/14/2021	92731	Dunn's Business Solutions	101-208-751.000	6.89
04/21	04/14/2021	92731	Dunn's Business Solutions	101-257-751.000	4.92
04/21	04/14/2021	92731	Dunn's Business Solutions	101-215-751.000	5.90
04/21	04/14/2021	92731	Dunn's Business Solutions	101-789-751.000	1.95
04/21	04/14/2021	92731	Dunn's Business Solutions	101-345-751.000	25.58
04/21	04/14/2021	92731	Dunn's Business Solutions	101-400-751.000	4.92
04/21	04/14/2021	92731	Dunn's Business Solutions	101-441-751.000	14.76
04/21	04/14/2021	92731	Dunn's Business Solutions	101-770-751.000	2.95
04/21	04/14/2021	92731	Dunn's Business Solutions	101-773-775.000	.98
04/21	04/14/2021	92731	Dunn's Business Solutions	101-756-751.000	9.84
04/21	04/14/2021	92732	Ellens Equipment	661-598-931.000	127.90
04/21	04/14/2021	92733	Environmental Resource Assoc.	592-553-801.000	737.86
04/21	04/14/2021	92734	Etna Supply	582-010-111.000	8,450.00
04/21	04/14/2021	92735	Factor Systems LLC	101-208-803.000	3,679.19
04/21	04/14/2021	92736	Gale/Cengage Learning	271-790-760.000	109.80
04/21	04/14/2021	92737	Grand Traverse Mobile Communications	101-345-775.000	327.91
04/21	04/14/2021	92737	Grand Traverse Mobile Communications	101-345-775.000	245.17
04/21	04/14/2021	92738	Great Lakes Pipe & Supply	101-770-775.000	.54
04/21	04/14/2021	92738	Great Lakes Pipe & Supply	582-586-775.000	43.22
04/21	04/14/2021	92738	Great Lakes Pipe & Supply	101-754-775.000	11.27
04/21	04/14/2021	92739	HARBOR FENCE COMPANY	101-770-802.000	1,880.00
04/21	04/14/2021	92739	HARBOR FENCE COMPANY	101-773-931.000	2,311.15
04/21	04/14/2021	92740	HydroCorp	592-545-802.000	1,768.00
04/21	04/14/2021	92741	Ingram Library Services	271-790-760.000	1,912.13
04/21	04/14/2021	92741	Ingram Library Services	271-790-760.100	2,027.56
04/21	04/14/2021	92741	Ingram Library Services	271-790-760.200	634.36
04/21	04/14/2021	92742	KSS Enterprises	101-265-775.000	475.62
04/21	04/14/2021	92742	KSS Enterprises	101-268-775.000	475.61
04/21	04/14/2021	92742	KSS Enterprises	101-754-775.000	475.61
04/21	04/14/2021	92742	KSS Enterprises	101-756-775.000	475.61
04/21	04/14/2021	92742	KSS Enterprises	101-770-775.000	1,189.03
04/21	04/14/2021	92742	KSS Enterprises	101-773-775.000	475.61
04/21	04/14/2021	92742	KSS Enterprises	101-789-775.000	713.42
04/21	04/14/2021	92742	KSS Enterprises	582-593-930.000	475.61
04/21	04/14/2021	92742	KSS Enterprises	101-265-775.000	975.56
04/21	04/14/2021	92742	KSS Enterprises	101-268-775.000	975.56

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/21	04/14/2021	92742	KSS Enterprises	101-754-775.000	975.56
04/21	04/14/2021	92742	KSS Enterprises	101-756-775.000	975.56
04/21	04/14/2021	92742	KSS Enterprises	101-770-775.000	2,438.89
04/21	04/14/2021	92742	KSS Enterprises	101-773-775.000	975.56
04/21	04/14/2021	92742	KSS Enterprises	101-789-775.000	1,463.31
04/21	04/14/2021	92742	KSS Enterprises	582-593-930.000	975.56
04/21	04/14/2021	92743	Lewis, Chad	271-790-958.100	200.00
04/21	04/14/2021	92744	Mastro Graphic Arts, Inc.	582-586-775.000	1,954.29
04/21	04/14/2021	92745	Mead & Hunt	592-556-802.000	920.00
04/21	04/14/2021	92746	MICHIGAN CAT	661-598-931.000	53.32
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-172-751.000	14.95
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-208-751.000	10.47
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-201-751.000	14.95
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-257-751.000	7.48
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-215-751.000	8.97
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-789-751.000	2.96
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-345-751.000	38.87
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-400-751.000	7.48
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-441-751.000	22.43
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-770-751.000	4.49
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-773-775.000	1.50
04/21	04/14/2021	92747	Michigan Officeways Inc.	101-756-751.000	14.95
04/21	04/14/2021	92748	Michigan State Fireman's Assoc.	101-345-912.000	75.51
04/21	04/14/2021	92749	Midwest Tape	271-790-761.000	69.98
04/21	04/14/2021	92749	Midwest Tape	271-790-761.000	66.99
04/21	04/14/2021	92749	Midwest Tape	271-790-762.000	5,000.00
04/21	04/14/2021	92750	Miller Canfield Paddock and	101-266-802.000	3,754.46
04/21	04/14/2021	92751	North Central Laboratories	592-553-775.000	389.70
04/21	04/14/2021	92751	North Central Laboratories	592-553-775.000	1,361.89
04/21	04/14/2021	92752	Northern Michigan Hardwoods	101-770-931.000	684.00
04/21	04/14/2021	92753	Northern Tool & Equipment	101-770-931.000	173.50
04/21	04/14/2021	92754	Overdrive Inc.	271-790-762.000	119.99
04/21	04/14/2021	92754	Overdrive Inc.	271-790-762.000	143.48
04/21	04/14/2021	92754	Overdrive Inc.	271-790-762.000	122.23
04/21	04/14/2021	92754	Overdrive Inc.	271-790-762.000	2,000.00
04/21	04/14/2021	92755	P.C. Lawn Care	582-593-930.000	60.00
04/21	04/14/2021	92756	Penchura L.L.C.	101-770-985.000	4,745.00
04/21	04/14/2021	92757	Peninsula Fiber Network LLC	271-790-850.000	133.80
04/21	04/14/2021	92757	Peninsula Fiber Network LLC	101-228-850.000	446.00
04/21	04/14/2021	92758	Petoskey Rotary Club	101-345-915.000	165.50
04/21	04/14/2021	92759	Plunkett Cooney	101-266-802.000	1,417.50
04/21	04/14/2021	92759	Plunkett Cooney	101-266-802.000	2,587.50
04/21	04/14/2021	92759	Plunkett Cooney	101-266-802.000	413.90
04/21	04/14/2021	92759	Plunkett Cooney	101-257-802.000	1,983.60
04/21	04/14/2021	92759	Plunkett Cooney	101-266-802.000	7,681.99
04/21	04/14/2021	92760	Police and Firemen's Insurance	701-000-230.185	379.38
04/21	04/14/2021	92761	Range Telecommunications	204-481-850.000	50.00
04/21	04/14/2021	92761	Range Telecommunications	101-756-850.000	25.00
04/21	04/14/2021	92761	Range Telecommunications	582-593-850.000	75.00
04/21	04/14/2021	92761	Range Telecommunications	592-560-850.000	28.50
04/21	04/14/2021	92761	Range Telecommunications	592-560-850.000	28.50
04/21	04/14/2021	92762	Scientific Brake & Equipment	661-598-932.000	1,324.46
04/21	04/14/2021	92762	Scientific Brake & Equipment	661-598-932.000	1,056.00-
04/21	04/14/2021	92763	Select Electric	101-789-802.000	2,200.00
04/21	04/14/2021	92764	SiteOne Landscape Supply	101-770-775.000	148.09
04/21	04/14/2021	92764	SiteOne Landscape Supply	204-010-111.000	979.90

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/21	04/14/2021	92765	Spectrum Business	592-560-850.000	38.29
04/21	04/14/2021	92765	Spectrum Business	582-593-850.000	9.00
04/21	04/14/2021	92765	Spectrum Business	592-549-850.000	13.50
04/21	04/14/2021	92765	Spectrum Business	592-560-850.000	13.50
04/21	04/14/2021	92765	Spectrum Business	101-770-850.000	4.50
04/21	04/14/2021	92765	Spectrum Business	101-773-850.000	4.50
04/21	04/14/2021	92765	Spectrum Business	101-789-850.000	4.48
04/21	04/14/2021	92765	Spectrum Business	101-400-850.000	11.25
04/21	04/14/2021	92765	Spectrum Business	101-441-850.000	20.25
04/21	04/14/2021	92765	Spectrum Business	101-756-850.000	11.25
04/21	04/14/2021	92765	Spectrum Business	204-481-850.000	6.75
04/21	04/14/2021	92765	Spectrum Business	204-481-850.000	6.75
04/21	04/14/2021	92765	Spectrum Business	582-588-850.000	22.50
04/21	04/14/2021	92765	Spectrum Business	101-172-850.000	22.50
04/21	04/14/2021	92765	Spectrum Business	101-201-850.000	18.00
04/21	04/14/2021	92765	Spectrum Business	101-208-850.000	11.25
04/21	04/14/2021	92765	Spectrum Business	101-257-850.000	11.25
04/21	04/14/2021	92765	Spectrum Business	101-215-850.000	9.00
04/21	04/14/2021	92765	Spectrum Business	101-345-850.000	24.75
04/21	04/14/2021	92766	T-Mobile	271-790-850.000	390.60
04/21	04/14/2021	92767	Trophy Case, The	101-756-880.000	289.00
04/21	04/14/2021	92767	Trophy Case, The	101-345-751.000	160.00
04/21	04/14/2021	92768	Unique Management Services Inc.	271-790-802.000	8.95
04/21	04/14/2021	92768	Unique Management Services Inc.	271-790-802.000	50.00
04/21	04/14/2021	92769	UPS Store, The	592-553-802.000	172.84
04/21	04/14/2021	92769	UPS Store, The	582-586-802.000	16.50
04/21	04/14/2021	92769	UPS Store, The	582-590-802.000	13.97
04/21	04/14/2021	92770	USA Blue Book	592-554-775.000	1,425.46
04/21	04/14/2021	92770	USA Blue Book	592-554-775.000	227.73
04/21	04/14/2021	92770	USA Blue Book	592-545-775.000	99.99
04/21	04/14/2021	92771	USA Softball of Michigan	101-756-808.120	720.00
04/21	04/14/2021	92772	Verizon Wireless	101-345-850.000	80.33
04/21	04/14/2021	92772	Verizon Wireless	204-481-850.000	6.64
04/21	04/14/2021	92772	Verizon Wireless	592-549-850.000	1.09
04/21	04/14/2021	92772	Verizon Wireless	101-345-850.000	62.71
04/21	04/14/2021	92772	Verizon Wireless	101-770-850.000	62.71
04/21	04/14/2021	92772	Verizon Wireless	101-773-850.000	52.81
04/21	04/14/2021	92772	Verizon Wireless	101-770-850.000	125.42
04/21	04/14/2021	92772	Verizon Wireless	101-345-850.000	62.71
04/21	04/14/2021	92772	Verizon Wireless	101-345-850.000	80.94
04/21	04/14/2021	92772	Verizon Wireless	592-538-850.000	80.08
04/21	04/14/2021	92772	Verizon Wireless	592-538-920.000	280.07
04/21	04/14/2021	92773	West Marine Pro	101-208-751.000	311.96
04/21	04/14/2021	92774	Yoga Roots & Healing Arts LLC	271-790-912.000	75.00
04/21	04/14/2021	92775	Beckett & Raeder Inc.	101-770-802.000	1,160.00
04/21	04/14/2021	92776	LexisNexis Risk Data Management Inc.	514-587-802.000	150.00
04/21	04/14/2021	92777	NORTHWEST MECHANICAL INC.	101-268-970.000	870.85
03/21	03/17/2021	999152	ACH-CHILD SUPPORT	701-000-230.160	160.23
03/21	03/17/2021	999153	ACH-EFTPS	701-000-230.200	12,302.93
03/21	03/17/2021	999153	ACH-EFTPS	701-000-230.100	21,183.89
03/21	03/17/2021	999153	ACH-EFTPS	701-000-230.200	12,302.93
03/21	03/17/2021	999153	ACH-EFTPS	701-000-230.200	2,877.29
03/21	03/17/2021	999153	ACH-EFTPS	701-000-230.200	2,877.29
03/21	03/17/2021	999154	ACH-ICMA 457	701-000-230.700	1,931.33
03/21	03/17/2021	999154	ACH-ICMA 457	701-000-230.700	5,745.00
03/21	03/17/2021	999155	ICMA 401	701-000-230.700	654.08

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
03/21	03/17/2021	999156	ICMA-ROTH	701-000-230.900	605.00
03/21	03/17/2021	999157	Mers DC 45	001-000-001.001	334.02
03/21	03/17/2021	999157	Mers DC 45	001-000-001.001	344.04
03/21	03/17/2021	999157	Mers DC 45	701-000-230.120	835.04
03/21	03/17/2021	999157	Mers DC 45	701-000-230.120	40.47
03/21	03/17/2021	999157	Mers DC 45	701-000-230.120	961.28
04/21	04/14/2021	999158	ACH-CHILD SUPPORT	701-000-230.160	160.23
04/21	04/14/2021	999159	ACH-EFTPS	701-000-230.200	12,519.70
04/21	04/14/2021	999159	ACH-EFTPS	701-000-230.100	21,808.30
04/21	04/14/2021	999159	ACH-EFTPS	701-000-230.200	12,519.70
04/21	04/14/2021	999159	ACH-EFTPS	701-000-230.200	2,927.98
04/21	04/14/2021	999159	ACH-EFTPS	701-000-230.200	2,927.98
04/21	04/14/2021	999160	ACH-ICMA 457	701-000-230.700	1,996.67
04/21	04/14/2021	999160	ACH-ICMA 457	701-000-230.700	5,635.00
04/21	04/14/2021	999161	ICMA 401	701-000-230.700	654.08
04/21	04/14/2021	999162	ICMA-ROTH	701-000-230.900	720.00
Grand Totals:					961,732.11

## Report Criteria:

Check.Check issue date = 03/11/2021-04/14/2021

Check Number	Check Issue Date	Name	GL Account	Amount
92523	03/17/2021	Mantei, Peter	582081642300	136.15
92524	03/17/2021	Sawant, Vrushank	582081642300	21.87
92525	03/17/2021	Werth, Jeffrey	582040285000	64.77
92526	03/24/2021	Airgas Great Lakes	582081642300	119.69
92527	03/24/2021	Barron, Kyle & Mary Jane	582081642300	20.03
92528	03/24/2021	Blackthornre LLC	582081642300	84.72
92529	03/24/2021	Emmet Plumbing & Heating	582081642300	32.30
92530	03/24/2021	G & T's Musik Haus	582081642300	61.84
92531	03/24/2021	Midway Signs	101081480000	30.00
92626	03/31/2021	Aquinas College	271790955000	30.00
92627	03/31/2021	Cheboygan Title Agency Inc.	701040274000	30.64
92628	03/31/2021	Cotto, Jannan	582081642300	50.70
92629	03/31/2021	Smith, Richard or Mary	582081642300	120.36
92630	04/07/2021	Archambault, Judy	582081642300	336.38
92631	04/07/2021	Ramirez, Juliana	582040285000	47.14
92710	04/14/2021	Baldrige, Alison	582081642300	75.00
92711	04/14/2021	Cannon, Cayla	101756808120	55.00
92712	04/14/2021	Indish, Nicholas	582040285000	40.44
92713	04/14/2021	Janes, Tanya	101756808120	35.00
92714	04/14/2021	Lewitt, Sharin	582040285000	53.60
92715	04/14/2021	Maiten-Davison, Ruth	582081642300	76.22
92716	04/14/2021	Sight & Sound	582081642300	83.91
Grand Totals:				1,605.76



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**PREPARED:** April 6, 2021

**AGENDA SUBJECT:** Updates to the Economic Development Strategic Plan

**RECOMMENDATION:** That the City Council review and provide direction

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**Background** At its March 15 meeting, City Council continued its review of the priority redevelopment sites and provided staff direction on potential changes. Based on the direction given, changes have been made to the Economic Development Strategic Plan.

**Discussion** The direction given was to keep as priority sites 900 Emmet Street (Gruler property), the Darling Lot, 502 Michigan Street (Baptist Church); to remove 200 East Lake Street; and to add 316/318 East Lake Street and 1420 Standish Avenue (former Michigan Maple Block). Again, priority sites are those where redevelopment is desired. If City Council does not want to further consider a mixed use building on the Darling Lot, it should be removed. Once the changes are finalized, the Master Plan will also need to be updated as it references the priority sites.

The information on these sites is included in Appendix A to the Plan, along with new Appendices C and D. Appendix C is a list of incentive programs available to the City which provides an example of a tax exemption calculation based on current millage rates, and Appendix D is a sample policy on how use of tax exemptions/abatements could be evaluated by established criteria.

**Action** Based on the direction regarding priority sites, staff is looking for input from City Council to finalize updates to the Economic Development Strategic Plan.

at  
Enclosures



**City of Petoskey**

# **Economic Development Strategic Plan**

A Framework for  
Creating  
Businesses, Jobs  
and Housing  
May, 2021

## **Overview**

This update to the 2020 Economic Development Strategic Plan, hereafter referred to as the Strategy, is the result of the City of Petoskey's desire to better define its role in improving local economic conditions. Stakeholder involvement in the development of this document included the Petoskey Regional Chamber of Commerce and the Downtown Management Board, as well as the Planning Commission and City Council.

The ultimate goals of the Strategy are the creation and retention of private sector jobs and housing opportunities. Our economy reaches far beyond our corporate limits, so while there is much out of our control, it is imperative that we leverage our strengths and capitalize on unique opportunities to grow our piece of the economic pie. The City will encourage, assist and partner with institutions and businesses, large and small to this end.

An effective Economic Development Strategy should establish predictable development procedures, promote economic development and opportunity, foster effective transportation access, enhance and protect the environment, expand and diversify the housing stock to help businesses succeed. This Strategy will be integrated into other community documents, including the goals and objectives of the City Master Plan. It is a guide for local decision making that requires engagement with and support of community partners from business, education, labor, and other governmental entities for successful implementation.

To provide clear direction, the document includes five simple, but significant elements:

1. Articulating a vision/mission (Why do it?)
2. Defining strategy and tactics (What to do?)
3. Describing projects, initiatives, methods and means (How to do it?)
4. Identifying priorities (When to do it?)
5. Assignment of responsibility (Who will do it?)

Implementation of this Strategy will be integrated into daily operations of the City and is supported and implemented by the active involvement of the entire City organization, including elected officials, management and all departments. The City's employees understand the value of their actions in achieving the vision and will align their work to support the City's economic growth. The City recognizes the connection between capital projects and successful implementation of the Strategy and to this end, the City will identify capital improvement projects that are catalytic and support private investment in priority areas and for priority initiatives. The City also recognizes that Petoskey's high quality environment takes the collective effort of the private and public sector through development processes and regulations that create a predictable expectation for excellence.

The City of Petoskey and greater region have many economic strengths and opportunities. To fully succeed, the community must harness the City's resources and put competitive strengths to work while addressing any competitive disadvantages. With alignment, cooperation and clear direction we can fully realize our economic potential.

## **Economic Vision/Mission Statement**

Petoskey has historically been and will continue to be a resort community. Our abundant natural resources and historically significant places are our greatest assets. We will continue to protect and enhance these assets to maintain our position as a place for economic opportunity. From traditional employment options to entrepreneurial endeavors and development opportunities, Petoskey will be a fully supportive partner in private efforts to create local and regional prosperity. Where necessary, Petoskey will take steps to help create the physical and social environment conducive to economic success and wealth creation.



## **Economic and Demographic Data**

As a resort community within a larger regional economy, the basic demographic information provided by the U.S. Census only gives a partial picture of the Petoskey economy due to the amount of seasonal population and demand. Data used in the Strategy is largely from the 2013-2017 American Community Survey five year estimates for consistency with previous studies completed such as the Networks Northwest's Benchmark Northwest document and a market study completed by Mission North for a downtown property redevelopment concept. The Census 2020 data is not yet available.

As indicated by the data below, the regional population growth is occurring outside the City limits. While the trend nationwide is for movement back to city centers, there is little new housing construction within the Petoskey city limits. A 2020 Target Market Analysis<sup>1</sup> performed for Housing North estimates that there is potential market demand for 621 new housing units in the City, with 87 percent of that demand for rental units (more data [here](#)). Limited land availability in the City core will require redevelopment of existing under-utilized properties, as well as allowance of increased density in residential neighborhoods to address the need for attainable/workforce housing. The other area for future residential growth is Bay Harbor, which will be predominately high-end resort residential.

## **Population and Housing Trends**

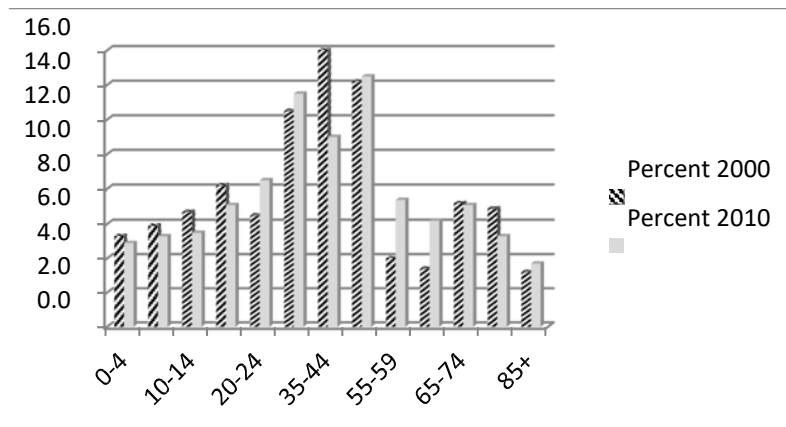
<b>Community</b>	<b>2000</b>	<b>2010</b>	<b>2013-2017 Estimate*</b>
City of Petoskey	6,080	5,670	5,696
Bear Creek Township	5,269	6,201	6,259
Resort Township	2,479	2,697	2,727
Emmet County	31,437	32,694	32,978

**Source:** Census 2010; \*ACS 2013-2017 Five-year estimates

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<sup>1</sup> LandUse USA Urban Strategies, Emmet County, Michigan Residential Target Market Analysis Annual Market Potential- Year 2020.

National demographic changes are impacting the City and regional ability to maintain a workforce. As shown in the chart below the 55-64 age groups increased from 7.5 percent of the City's population in 2000 to 13.6 percent in 2010. The 2013-2017 American Community Survey estimate puts this cohort at 17.6 percent, while the estimate of population over 65 years of age is 19 percent.



Source: US Census 2010

The data below illustrate demographic changes that are impacting housing trends, including smaller households and a scarcity of units sized for those households.

	Petoskey
Median Age	44.7
65 Years and Older	19%
Householder living alone owner-occupied	38.4%
Householder living alone renter-occupied	53.4%
Studio units	4%
One bedroom units	12.4%
Average Size of household owner-occupied (55% of all HH)	2.03
Average Size of household renter- occupied (45% of all HH)	1.57
Percent of Housing units single unit detached	49.2%
Median HH Income	\$37,639
% HH with Social Security	33.1%
Median Family Income	\$64,722
Female headed HH with children under five whose income in past 12 months below poverty line	30.2%

Source: ACS Five-year Estimates 2013-2017

The City appears to have a competitive regional advantage for attracting an educated population as indicated by the table below, but also has a comparably low median household income, which points to an issue of under-employment. That is, we are an attractive community to an educated workforce, however, the jobs available do not pay well.

The scarcity of professional positions in the area has been identified as a major challenge by large employers trying to recruit employees of dual-professional households, including McLaren Northern Michigan.

	<b>Petoskey</b>	<b>Harbor Springs</b>	<b>Emmet County</b>	<b>Boyne City</b>	<b>City of Charlevoix</b>
Population 65+	19%	32.1%	20.2%	18.1%	28.8%
Median Age	44.7	55.8	45	42.5	50.7
Percent Bachelor's Degree or higher	40.1%	38.9%	32.9%	30%	36.2%
Median HH income	\$37,639	\$46,875	\$51,475	\$50,956	\$34,484

Source: ACS Estimates 2013-2017

The 2013-2017 ACS estimates indicate a small decrease in employment numbers over the 2011-2015 estimate (approximately 4.5 percent), which likely corresponds to the increase in population of retirement age.

### **Class of Worker – City of Petoskey**

<b>Class of Worker</b>	<b>Number</b>	<b>Percent</b>
Private Wage and Salary	2,573	85%
Government	201	6.6%
Self-employed in Own Un-Incorporated Business	234	7.8%
Unpaid Family Workers	10	<1%

Source: 2013-2017 American Community Survey 5-Year Estimates

### **Highest Employment Industries – Emmet County**

<b>Industry</b>	<b>Percent of Emmet County Population Employed</b>
Health Care and Social Assistance	20%
Retail Trade	19%
Accommodation and Food Service	16%
Manufacturing	9%
Construction	7%

Source: *Benchmarks Northwest: A Collection of Data Resources for Northwest Michigan*

The following tables come directly from the market study completed by Mission North in January of 2020 and provide additional information on employment levels and comparative data on income to home value ratios. The full study can be found [here](#).

Table 6 - 2016 Employment

Place	Businesses	Employees	Payroll (\$1,000)	Payroll/Employee
USA	7,757,807	126,752,238	\$6,435,142,055	\$50,769
Michigan	220,412	3,805,578	\$183,192,569	\$48,138
Zip Code	Businesses	Employees	Payroll (\$1,000)	Payroll/Employee
49770	665	9,878	\$341,398	\$34,561

Source: 2016 Economic Census

Table 7 - Employment by Occupation

	Petoskey		Emmet County		PMA	
Management	1,206	40.0%	5,676	35.0%	3,580	38.8%
Service	832	27.6%	3,574	22.0%	2,025	22.0%
Sales and Office	569	18.9%	3,730	23.0%	2,076	22.5%
Construction, Farming and Mining	175	5.8%	1,672	10.3%	794	8.6%
Production and Transportation	236	7.8%	1,585	9.8%	750	8.1%

Source: 2017 American Community Survey

*PMA is the Primary Market Area: City of Petoskey, Resort Township, Bear Creek Township, Little Traverse Township and the City of Harbor Springs.*

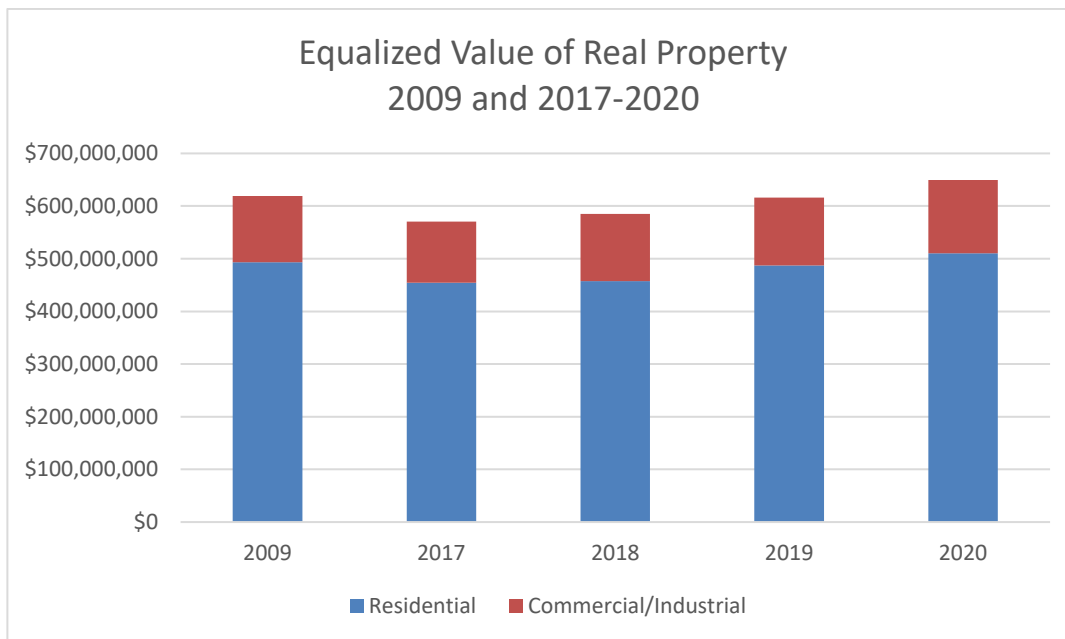
Table 9 - Income and Home Value Comparison for Various Michigan Cities

	Population	Median Household Income	Average Household Income	Median Home Value	Value/Med. Income Ratio
Boyne City, MI	3,747	\$50,959	\$62,626	\$129,500	2.54
Charlevoix, MI	2,457	\$34,484	\$59,435	\$173,100	5.02
St. Joseph, MI	7,233	\$55,975	\$75,210	\$166,300	2.97
Marquette, MI	21,081	\$38,998	\$58,470	\$172,900	4.43
Petoskey, MI	5,696	\$37,639	\$65,834	\$178,900	4.75
Traverse City, MI	15,550	\$53,237	\$78,497	\$216,800	4.07
Michigan	9,925,568	\$52,668	\$72,091	\$136,400	2.59
U.S.	321,004,407	\$57,652	\$81,283	\$193,500	3.36

Source: 2017 American Community Survey

The value to income ratio provided in Table 9 is an indicator of the ability of residents to purchase a home. That is, a lower ratio means that households with median income are more likely able to purchase a home.

A frequently used measurement of community economic condition is an increase in assessed (equalized) value. The chart below illustrates a return to pre-recession property values as well as our strong reliance on residential property. The City's equalized value of real property increased 5 percent between 2019 and 2020 (12 percent since 2017) and is 16 percent of Emmet County's equalized value.



Source: Emmet County Equalization Reports

## **Opportunities**

Given the strong showing of the hospitality industry, Petoskey has a wide variety of unique attributes and opportunities for which the City can collaboratively partner with the private sector to leverage a wealth of natural resources, historic downtown authenticity, high quality infrastructure and unique sense of place to continue to serve and grow the service economy.

One such asset is the Petoskey Downtown Historic District consisting of commercial properties occupying portions of ten blocks in the central business district. Taken together, the community's districts and properties on the National Register Historic District are critical resources that define the physical history and heritage of the community. Conscious preservation efforts and adherence to the City-adopted International Property Management Code (IPMC) will continue to ensure these resources remain viable for future generations creating that unique sense of place for both residents and visitors to enjoy.

Petoskey's rich arts and cultural resources continue to grow with the opening of the Great Lakes Center for the Performing Arts in 2018. The venue adds to the area's ability to draw national and international acts, and received public support through the approval of a brownfield tax increment financing plan.

Pristine natural resources and high quality recreational opportunities abound throughout the community. Bayfront Park, with its spectacular vistas of Little Traverse Bay, is easily accessible from the downtown area by a five minute walk. Bayfront Park offers many green open space areas, a City marina, softball diamonds, picnic areas and many walkable trails. The park trail system serves as a pedestrian/bicyclists hub connecting to the Little Traverse Wheelway, Downtown Greenway Corridor, Bear River Valley Recreation Area and the North Country National Scenic Trail. This comprehensive trail system contributes to the City designation as "highly walkable" through Walkscore®, a national rating system. Lastly, Pennsylvania Park is also situated in the central downtown area and offers a quiet, shaded place for respite, picnics or community events.



### ***Transportation***

Proximity to two major state highways, U.S. 131 and U.S. 31, is also a key economic driver for the community. On average, 27,900 motorists per day travel the U.S. 31 Highway adjacent to the downtown area.

Groundwork Center for Resilient Communities is a driving force for the reestablishment of passenger rail service from Ann Arbor to Traverse City, with an ancillary route to Cadillac and Petoskey. Though repairs to the tracks may be necessary, the tracks are already in place and owned by the State, which significantly reduces startup costs and increases the likelihood of the success. There appears to be widespread public support for the conceptual passenger line and it is marked as a goal by State transportation plans. With the removal of tracks during recent road reconstruction, a new train depot south of downtown will need to be created.

Capitalizing on Petoskey's strong railroading history, the current railroad network could be a springboard for future growth of manufacturing. An inexpensive option for freight, rail plays an important role for industries within the Petoskey region. The existing Clarion Road Transfer Station is currently used only by Petoskey Plastics, but is available for future industrial needs.



For alternative forms of transportation, the City has been a leader in non-motorized trail development, with portions of the Little Traverse Wheelway through Bayfront Park reaching 25 years of age. As part of the U.S. 131 Corridor Economic Strategy, we will work with neighboring communities and organizations such as the North Country Trail Chapters to make connections to larger regional trail systems such as the Iron Belle and market our trail resources. The infrastructure is in place, the next step will be to increase use of the system for transportation as well as recreational purposes.

New in 2020 was the addition of a Little Traverse Bay Ferry that connects the City of Petoskey with Harbor Springs and Bay Harbor.

### ***Entrepreneurial Spirit***

Petoskey is an entrepreneurial community. Many small businesses have started in Petoskey and grown to be national in scope (e.g., Kilwin's and American Spoon Foods, Petoskey Plastics), while others open a downtown storefront and stay for generations (Cutlers, Grandpa Shorters, Circus Shop, Reid Furniture). We believe that being accessible and responsive as a local government helps these types of businesses thrive and we will continue to work with the Chamber of Commerce and Northern Lakes Economic Alliance to support entrepreneurs. The Petoskey Area Chamber of Commerce is actively working to identify, nurture and promote businesses that follow the "Conscious Capitalism" business model and we have many area examples of businesses that value the "Triple-Bottom-Line" value system (measure of sustainability that includes, social, environmental and financial factors). From the public side, we will continue to strengthen those aspects of Petoskey that make a high-quality place, creating an environment where our place-based businesses can succeed and in turn reinvest in the community they value.

### ***Education***

In addition to a strong education network through our private and public K-12 schools, Petoskey is home to North Central Michigan College that adds educational, cultural and recreational facilities to the community. The college has been instrumental in identifying and training the workforce needed by area industry through its FabLab, as well as providing the University Center partnership program that allows students to complete the first two or three years of a bachelor degree program at substantial cost savings.

The City has worked with the school system, college, Little Traverse Bay Bands of Odawa Indians, and Emmet County Road Commission to improve access to these campuses.

### ***Health Care***

There are many changes occurring in the health care industry, but the Petoskey area is fortunate to have a regional referral center in McLaren Northern Michigan. With nearly 1,900 employees, the presence of a high quality medical center in a community of our size is a great economic asset. The \$150 million expansion anticipated to open in fall of 2021 will create 92 private patient rooms, 12 observational beds, a new operating room and lobby improvements.

The City has worked closely with the hospital on utility and roadway extensions for the expansion and will continue to support the efforts of McLaren Northern Michigan to update its facilities and grow its portion of the regional health care economy.

### ***Public Utilities***

With the exception of natural gas, the City is the local utility provider. The local ownership of the electric utility has enabled the City to convert almost half of the electric lines to underground, improving reliability. The City has an Insurance Services Office (ISO) 4 rating, which puts the City in the top 15% of communities nationally and helps residents and businesses receive lower insurance rates.

Local control of public utilities can also serve as an opportunity to provide incentives for desired economic development projects, or green infrastructure projects such as solar arrays or electric car charging stations.

### **Challenges**

The most immediately pressing issue for the City is the rapidly fluctuating water levels of Lake Michigan. The City has been and will continue to address issues related to embankment erosion and potential impacts on the municipal marina. Given the waterfront is one of our greatest assets, ensuring long-term recreational use will be a necessary investment.

National retail trends have greatly impacted Downtown Petoskey, but it continues to be a strong economic engine for the City and region. Downtown has been greatly impacted by the Covid-19 Pandemic, resulting in the highest vacancy rate in many years. In March of 2020, the storefront occupancy rate was 91 percent, which dropped to 83.3 percent in January, 2021. The seasonality of our economy has impacted the types of businesses locating in downtown storefronts, with service businesses and restaurants that are a draw for year-round residents occupying an increasing number of spaces. The Downtown Management Board, Chamber of Commerce and Petoskey Visitor's Bureau work to mitigate some of the seasonal impacts by promoting the "shoulder seasons" as well as outdoor winter events, promotion of the City's Winter Sports Park and various marketing efforts to attract visitors to the downtown area during the winter months.

A challenge for downtown is lack of a covered public parking deck. Various parking studies cite a shortage of public parking for tourists in the busy summer months. Additionally, developers have anecdotally stated that a lack of covered parking in the wintertime is a main obstacle to investing in downtown housing opportunities. Construction of a covered parking deck would spur rehabilitation and investment in many now vacant or underutilized second and third-stories. Creating more year-around downtown housing options will stimulate the downtown economy and help to alleviate the seasonal nature of Downtown Petoskey, but structured parking is necessary both from a supply standpoint and a practical standpoint of covered parking in winter. A mixed-use concept was developed for the Darling Lot and a conceptual two level deck at the combined City and County lots on E. Lake Street but the development of structured parking has not yet occurred.

A shortage of housing-particularly rentals- that are affordable or available to all income levels continues to impact the ability of businesses and industry to recruit skilled workers to the community. Petoskey's housing market is also heavily impacted by the seasonality of its economy whereby vacation rentals and seasonal housing take rentals and other housing stock off the year-round market. Even when seasonal homes are rented on a short-term lease basis during the winter months to families and the workforce, these homes come off the long-term rental market

in the summer, as property owners move to the area for the summer and/or rent the property on a daily or weekly basis. This creates added pressure on the rental market, creating additional difficulties for those seeking affordable rental housing. Identifying locations for new housing development and working with potential developers is a role the City can play, as well as identifying possible incentive programs to develop affordable housing. However, affordable housing is an issue that truly needs to be addressed at the regional level given employee commuting patterns.

Public transportation is the other challenge identified by employers that goes hand-in-hand with the affordable housing crisis given the rural nature of the majority of Emmet County. Emmet County created EMGO Ride for a year but discontinued the funding in 2020. A dedicated funding source such as a voter-approved transportation millage would be a more reliable long-term solution and should continue to be explored.

The City will continue to strongly invest in community-wide infrastructure to spur future business opportunities, job creation and local tax base expansion. Over the years, the City has invested millions of dollars in the road network, parking amenities, parklands and local utilities. Future planned infrastructure improvements include an extension of the Greenway Corridor from Emmet Street to Washington Street that further extends the connection between downtown and the Old Town Emmet Neighborhood, construction of a parking deck, and widening of the Park Avenue sidewalk in Pennsylvania Park to accommodate outdoor dining options.

### **Strategy and Tactics Summary**

As the regional economic and cultural center, Petoskey has unique challenges and opportunities that economic development efforts need to address. Efforts in all areas will focus on promoting economic development that protects, enhances, and keeps relevant the community's natural, historic, social and cultural resources. These will include continuing support for our first-class park system and downtown area that define the community's unique sense of place, working with developers on priority redevelopment sites to address needed housing and infrastructure such as a parking structure, and partnering with other units of government to improve our regional transportation system. A summary of the many economic development tools the City has used in the past is attached as Appendix B, and the City is open to other programs as they present themselves.

The public sector will continue its investment in the downtown to create an appealing public realm. Public investments in physical improvements and other programmatic commitments are intended to set the stage for the high quality environment that defines Petoskey, providing opportunities for new private investments where there exists under-utilized or vacant land or buildings.

Future development will contribute to the unique sense of place, reflecting the culture and history of the community while promoting a wide array of mixed uses, quality pedestrian environments and scale of buildings. Redevelopment and in-fill development will be sensitive to their context relative to scale, character and placement and should have high community appeal and acceptance.

### **Redevelopment Priorities**

Through public meetings with both the Planning Commission and City Council, City officials agreed to focus on two (2) main geographical areas within the City for economic redevelopment efforts: the Downtown and periphery and the Old Town Emmet Neighborhood and former industrial sites along the river. These two areas could enhance the area's ability to absorb future growth in the hospitality sector, allow for small scale manufacturing and create various levels of housing. The areas and specific priority sites are detailed further in Appendix A.

1. **Downtown Petoskey and Periphery** – Downtown Petoskey is generally bounded by Michigan Street on the south, Emmet Street and U.S. 31 on the west, Rose Street on the North and Division Street and Waukazoo Avenue on the east. However, the Downtown Development Authority boundary actually extends from Winter Park Lane to the north and to Emmet Street on the south along the Downtown Greenway Corridor. The following projects will be undertaken over the next six years as detailed in 2018- 2022 Downtown Strategic Plan and the 2021-2026 Capital Improvements Plan to support further economic development activity. The following projects will work to achieve our Strategy by enhancing downtown parking and business amenities.



- Engineering and construction of a parking structure;
- Repaving of existing parking lots and installation of pay stations where appropriate; and
- Streetscape study to include exploration of snow-melt installation throughout the downtown to make downtown more walkable all year around and additional lighting.

On the periphery of downtown there are also properties that are ideal for walkable mixed use or multiple family development.

2. **Old Town Emmet Neighborhood and Standish Avenue** – Generally bordered by Michigan Street on the north, Petoskey Street to the east, the Bear River to the west and Standish Avenue to the south. The neighborhood has a wide mix of uses from residential to industrial, and thus holds great potential for redevelopment. Projects anticipated in future years include:

- Expansion of the Downtown Greenway Corridor to Washington Street;
- Repaving of Fulton and Bridge Streets; and
- Improved access and amenities for Washington Park.



### **Monitoring Progress**

In addition to completing the projects identified, progress toward achieving the Strategy will be measured through collection of the following variables. Several of these are already tracked for the DDA District. The City Planner will coordinate collection of the following information:

- Building permits – residential and commercial;
- New and closing businesses;
- Job creation and loss;
- Home sales- number and values;

- ✓ Demographics including population, income, poverty rates; and
- ✓ Public investment in parks, arts and culture.

Monitoring efforts will be a critical component of evaluating the effectiveness of this Economic Development Strategy. Staff will track progress of the aforementioned variables throughout the year and develop a final progress report for City Council's review. Based upon overall yearly progress and completion of several capital improvements projects, the Economic Development Strategy may be updated in future years to focus efforts on other areas of the City.

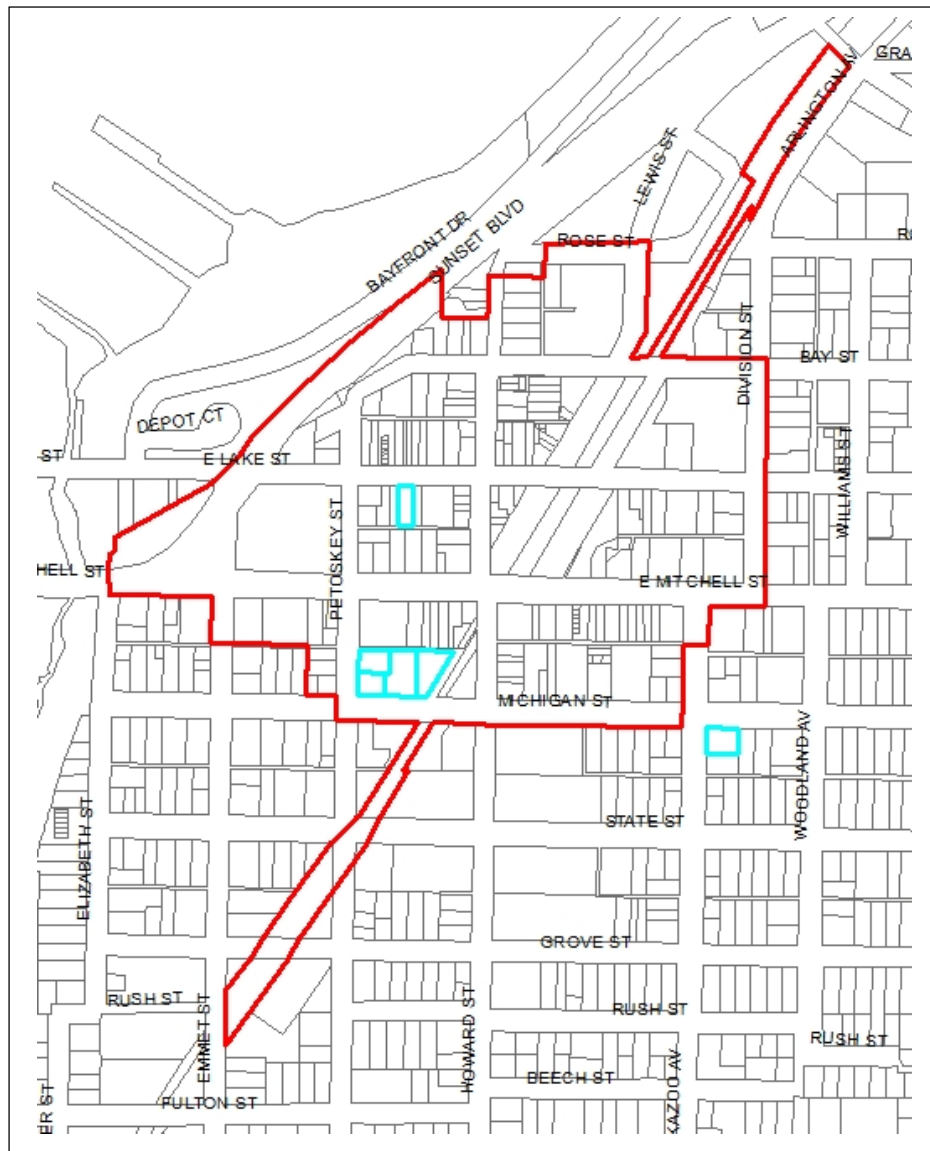
## Appendix A

### Priority Redevelopment Areas 2021

The City focus areas for redevelopment are the Downtown and periphery and the Old Town Emmet Neighborhood and south along Standish Avenue. Within these two areas, there are five (5) priority sites.

#### Downtown Petoskey and Periphery

There are three sites of focus for downtown redevelopment: the Michigan Street Parking Lot (Darling Lot), 316/318 East Lake Street, and 502 Michigan Street (former Baptist Church).



- DDA Boundary
- Priority Redevelopment Sites

## **The Darling Lot**

Zoning:	B2 Central Business District
Allowed uses:	Commercial, residential, parking
Adjacent uses:	Commercial
Approximate Size:	1.1 acres
Utilities:	All utilities available
Location attributes:	Southern end of CBD, adjacent to Downtown Greenway Corridor



The publicly-owned Darling Lot has been considered as a potential location for a public-private partnership that would create a parking structure and much needed residential units. However, the preliminary concept fell short on the need for parking. For this to remain an identified priority site, the parking component needs are crucial.

Geotechnical work has been completed on the site to determine structural loading capacities for a future parking deck. Soil studies were also completed showing the site contains contaminated soils that that may qualify the land for **Brownfield Tax Increment Financing (TIF)**.



A conceptual plan for the property was developed in 2019 with pre-development assistance through the Michigan Economic Development Corporation that incorporated structured parking and housing, but the direction from City Council was that the site should be primarily for parking. Further discussion of a possible mixed-use development on the site should continue before a final decision is made to use the site for a stand-alone parking structure.

### **316-318 E Lake Street**

Zoning: B-2 Central Business District  
Allowed Uses: Commercial and upper story residential  
Adjacent Uses: Retail and upper story residential  
Approximate size: Lot is 50' x 138'; building covers approximately 85% of lot  
Utilities: All utilities provided to site  
Location attributes: Within the Downtown shopping district and a block from Bayfront Park

The site of the former National Hotel is located between Petoskey and Howard Streets. It is one of the only remaining wood frame buildings in the downtown. The first floor has had a series of retail businesses, but the upper stories have been vacant since the 1920s.

The space has been designated as functionally obsolete by the Emmet County Building Department. The site was previously proposed to have six residential units added to the upper stories, however, due to the significant cost and potential grant restrictions the project did not move ahead.



Preservation of the historic structure to the greatest extent possible, while making structural improvements and adding upper story residential units is the desired redevelopment outcome.

### **First Baptist Church**

Zoning:	OS Office Service
Allowed uses:	Office and residential
Adjacent uses:	Office and single family residential
Approximate Size:	Lot is 8,400 square feet; building is approximately 25,000 square feet
Utilities:	All utilities available
Location attributes:	Adjacent to the CBD, near schools

The site is just outside of the Central Business District and Downtown Development Authority District, however, adaptive reuse of the historic church for housing would be compatible with community redevelopment goals.

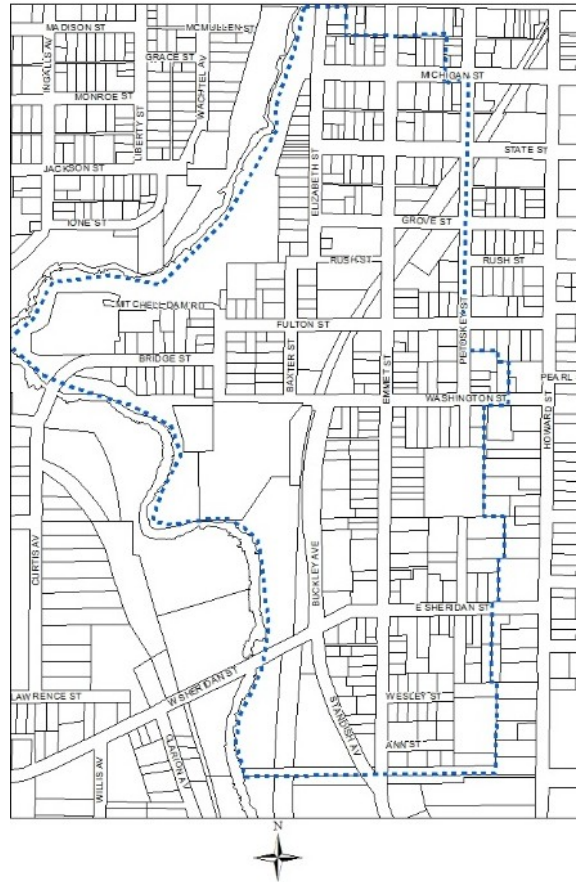
Preservation of the historic structure, in addition to removal of previously identified contamination, would likely qualify the site as a brownfield. Given the proximity of the site to the downtown, the desired development outcome could be housing or office use, which are both permitted uses in the O-S District.



## Old Town Emmet Neighborhood and Standish Avenue

The area south of downtown, the Old Town Emmet Neighborhood is another area the City will encourage redevelopment. Historically, the Old Town Emmet Neighborhood held many industries that took advantage of the Bear River, including several mills and power generating plants. The area has ten properties currently listed on the National Register of Historic Places, with many others that meet the criteria to be placed on the register. Emmet Street bisects the neighborhood and was historically the main road into Petoskey from the south. As a major collector thoroughfare, the street continues to carry significant traffic with an average of 5,400 vehicles daily. The “four corners” of Emmet and Washington Streets is the commercial center of the neighborhood and has most recently been known for its cluster of resale shops. The corner also houses a convenience store.

Emmet Street was fully reconstructed in 2017, and the Downtown Greenway Corridor was extended to Emmet Street, as well as the sidewalk widened on the east side to 8 feet. A recent railroad corridor purchase will extend the Greenway Corridor to Washington Street, further improving neighborhood pedestrian orientation with connections to downtown, the Little Traverse Wheelway at the waterfront, Bear River Valley Recreation Area, and the North Country National Scenic/ Iron Belle Trail.



The infrastructure is now in place that will enhance future redevelopment of the neighborhood. The current zoning of Mixed Use Corridor aligns accurately with the overall concept of balancing future residential and commercial development that contributes to the unique sense of place while reflecting the culture and history of the neighborhood. Redevelopment should include a quality pedestrian environment with buildings built on a similar scale to the existing neighborhood that preserve the unique residential aspect of the Emmet Corridor.



The B-2B Mixed Use Corridor zoning district allows residential and mixed use buildings up to three stories and the City strongly encourages development of a wide range of housing-both type and price- to provide neighborhood diversity.

South of the Old Town Emmet Neighborhood and along the Bear River are additional redevelopment opportunities that are currently a mix of commercial and former industrial uses. In particular, the former Michigan Maple Block property at 1420 Standish Avenue is now included as a priority redevelopment site.

## **900 Emmet Street (Gruler Property)**

Zoning: B-2B Mixed Use Corridor Allowed  
Uses: Mixed residential, commercial  
Adjacent uses: Residential, commercial, industrial  
Approximate Size: ~ 1.3 acres  
Utilities: All utilities available in adjacent streets  
Location attributes: Adjacent to high volume collector and rail; mixed-use site concept developed; planned expansion of Downtown Greenway Corridor along tracks between Fulton and Washington Streets.

The one block area has been the focus of economic development efforts for many years and is poised for private redevelopment. In 2013, the City developed, *"The Old Town Emmet Neighborhood Plan"* that addressed several challenges and opportunities for economic growth and creates a specific road map for private/public investments.

In 2020, City Council approved a PILOT Ordinance to allow an application for a 60 unit Low Income Tax Credit residential project on the site through the Michigan State Housing Development Authority. The application has been submitted and we are waiting to see if the credits are awarded. The City purchase of the two blocks of railroad corridor between Emmet and Washington Streets immediately to the west of the site and plans to extend the Downtown Greenway Corridor is a further public investment in its redevelopment.



## **1420 Standish Avenue**

Zoning:	I-2 General Industrial
Uses:	Mixed residential, commercial, industrial
Adjacent uses:	Commercial, parkland
Approximate size:	11.1 Acres
Utilities:	All utilities available in adjacent street; site has three-phase electric
Location attributes:	Adjacent to the Bear River with potential for extension of Downtown Greenway Corridor; high volume collector street; rail access

Further south and adjacent to the Bear River is the fifth priority site. 1420 Standish Avenue was the home of Michigan Maple Block Company for 139 years and is now ready for complete redevelopment. Adjacent to the Bear River and a mile from Downtown Petoskey, the site presents a unique opportunity for redevelopment into an integrated mix of housing, commercial and production space.



The property houses a one-story historic wooden industrial building dating from 1918, with features such as high ceilings, exposed trusses and wooden floors, as well as two modern warehouse spaces that were added 20-30 years ago. The south end of the site, along the Bear River, has remained open space.

The street frontage is Standish Avenue, a major north-south commuting corridor. The property also has railroad access and the potential for extension of a river front trail along the west side of the property that could connect to the existing Bear River Recreation Area to the north and River Bend Park to the south. The site is in close proximity to two major regional employers: North Central Michigan College and McLaren Northern Michigan.

Given site location on a major commuting corridor and adjacent to parkland and the Bear River, the desired development outcome is an integrated mix of housing and commercial space that takes advantage of its unique industrial heritage and water frontage. The long-standing structure and use may hold some environmental conditions, but no studies have yet been completed. Implementation of a comprehensive redevelopment plan will require a public-private partnership. The Public Works Director, City Planner and City Manager are committed to seeing this area reach its full potential.

## APPENDIX B

### ECONOMIC DEVELOPMENT TOOLS UTILIZED BY THE CITY OF PETOSKEY

UTILIZED	YEAR	PROJECT	OUTCOME
Downtown Streetscape	1995-1996 2007	Downtown Streetscape; East Mitchell Street islands	Continual efforts at improving pedestrian and biking amenities
Downtown Cooperative Advertising	1992		
Downtown Development Authority Created	1993		
Principal Shopping District/DMB Created	1994		Downtown Assessment created to fund activities
Downtown Wayfinding	2004		
Downtown Branding & Marketing	2008		
Tax Increment Finance Authority	1985 2004	Waterfront TIF; Downtown Parking Structures TIF	Redevelopment of Bayfront Park and Bear River Valley
Downtown Façade Grants	2009	Façade improvements throughout downtown	\$93,400 expended from Parking Fund to achieve \$382,900 in building improvements
Economic Enhancement Study and Downtown Plans	1997 2007 2013	Hyett Palma; Downtown Blueprint (Cool Cities designation); Downtown Strategic Plan	
PILOT (Payment in Lieu of Taxes)	1977 1991 2008 2010 2019 2020	Riverview Terrace; Harbor Village Senior and Family; Little Traverse Woods; Lofts at Lumber Square	172 senior and 114 family affordable units; If LITEC awarded, 60 units at Lofts at Lumber Square
Brownfield TIF	2000 2004 2016	Petoskey Manufacturing site; Great Lakes Center for the Performing Arts	Superfund site reclamation into 17 condominium units. Beginning value \$97,000, current taxable value \$2.25M
Waterfront Redevelopment Grants; Brownfield Grants	2000 2016	200 West Lake Street Condos; Petoskey Pointe	See above
DDA Redevelopment Liquor License	2011		5 licenses issued (Beacon Bistro, Twisted Olive, Thai Orchid, Ernestos Cigar Bar, Sam's Graces)

<b><u>UTILIZED</u></b>	<b><u>YEAR</u></b>	<b><u>PROJECT</u></b>	<b><u>OUTCOME</u></b>
Rental Rehab	2014	Rehab existing housing units	7 rental units renovated on Waukazoo Ave.
CDBG for Blight Elimination	2015	Grant Application for 316-318 East Lake Street; applicant withdrew	No work done as applicant did not move forward with project
Industrial Facilities Tax Exemptions (IFTs)	2007 2009	Cygnus, Demmer, Kilwins	Jobs retained/created
Personal Property Exemptions	2009	Kilwins	Jobs retained/created
Site Conceptual Plans Developed	2007 2015 2019	Blueprint Petoskey Charrette; Old Town Emmet Neighborhood Workshops; Darling Lot	Conceptual plans developed for redevelopment sites
<b><u>Grants for Placemaking</u></b>			
Natural Resources Trust Fund		Little Traverse Wheelway; Downtown Greenway Corridor; Skyline Trail acquisition	
TEA Programs through MDOT		Little Traverse Wheelway; Waterfront Redevelopment including pedestrian tunnel	
Water and Land Conservation		Marina	
<b><u>Programs Explored but not enacted</u></b>			
Neighborhood Enterprise Zone	Had presentation on program by MSHDA in 2011	To encourage new residential development Downtown and in Old Town Emmet Neighborhood	
Michigan Main Street	2007	Declined invitation to be grandfathered in 2007	
Corridor Improvement District	2010	Discussed with Resort Township for US 31	
Local Historic Districts	2019	Recommendation in Downtown Plans since 2007	City Council appointed a Local Historic District Study Committee for downtown; Study report in process

## **Appendix C**

### **Economic Development Tools Available to the City of Petoskey**

#### **Loans and Grants**

##### **Michigan Community Revitalization Program (MCRP)**

The Michigan Community Revitalization Program (MCRP) is an incentive program to promote private investment in Michigan communities. Administered by the Michigan Economic Development Corporation (MEDC) on behalf of the Michigan Strategic Fund (MSF), this tool provides Michigan communities with access to real estate development gap financing for innovative and/or impactful placemaking, historical redevelopment and/or job growth in targeted sectors. The MSF may provide support for a project in the form of a grant, direct loan or other economic assistance such as a loan participation or equity investment. All awards are performance-based.

##### **Community Development Block Grants (CDBG)**

The U.S. Department of Housing and Urban Development (HUD) allocates Community Development Block Grant (CDBG) funding to the State of Michigan, through the Michigan Strategic Fund (MSF) with assistance from the Michigan Economic Development Corporation (MEDC), for further distribution to eligible Units of General Local Government (UGLGs) to carry out MSF-approved activities. CDBG program funds are used to provide grants and loans to local units of government, usually with populations under 50,000 (referred to as “non-entitlement jurisdictions”), in support of economic or community development projects. Eligible projects must meet one of the National Objectives of benefitting persons of low to moderate income, prevention or elimination of slum or blight, or urgent need and must meet the statutorily mandated requirements to be considered for funding.

#### **Tax Increment Financing**

A tool that allows local governments to invest in infrastructure and other improvements by capturing the increase in property taxes generated by a development. The property generates the same amount of taxes – there is no tax abatement – but the taxes are reinvested in the subject property to fill an economic gap. The theory behind the incentive is that “but for” the TIF reinvestment, the development is not feasible.

##### **Brownfield Program**

The Brownfield Program is administered by the Michigan Strategic Fund with assistance of MEDC, using tax increment financing (TIF) to reimburse brownfield related costs incurred while redeveloping contaminated, functionally obsolete, blighted or historic properties. Eligible program uses under TIF include:

- Demolition
- Lead and asbestos abatement
- Site preparation
- Infrastructure improvements
- Assistance to land banks and local government units (a property owned by a Land Bank Authority is automatically eligible to use Brownfield TIF)

## **Tax Abatements**

As a Core Community, the City of Petoskey has several programs available to incentivize desired development. These programs include Neighborhood Enterprise Zones (NEZ), Commercial Reinvestment Act, and Obsolete Property Rehabilitation Act. Each program has slightly different eligibility criteria and abatement duration. These programs can be used on their own, or in conjunction with State funding opportunities, serving as a local participation that improves the eligibility for these programs.

### **Neighborhood Enterprise Zone (NEZ)**

This program provides a tax incentive up to 15 years for the development and rehabilitation of residential housing in an area that it may not otherwise occur. A Zone is created and interested property owners within the Zone would then apply for abatement of the designated property improvements. This is a program that is available to homeowners.

The **Commercial Rehabilitation Act (CRA)** encourages the rehabilitation of commercial property by abating the property taxes generated from new investment for a period up to 10 years. As defined, commercial property is a qualified facility that includes a building or group of contiguous buildings of commercial property that is 15 years or older, of which the primary purpose is the operation of a commercial business enterprise or multifamily residential use.

The **Obsolete Property Rehabilitation Act (OPRA)** allows for an abatement of local taxes for up to 12 years to assist in the redevelopment of older buildings in which a facility is contaminated, blighted or functionally obsolete. The goal is to rehabilitate older buildings into vibrant commercial and mixed-use projects.

#### **Example of how an OPRA tax exemption could assist in the redevelopment of a functionally obsolete building.**

2020 Taxable Value (before building renovation):	\$200,000
Current local taxes* (to all taxing jurisdictions):	\$10,641
Estimated cost of building renovation:	\$1M
Anticipated additional taxable value after renovations that add three (3) residential units **	\$240,000
Projected additional taxes (to all taxing jurisdictions):	\$12,770
Less school operating and state education taxes***	<u>\$ 5,760</u>
Annual OPRA tax exemption	\$ 7,010

The exemption duration could then be evaluated established criteria.

*\*Total local mills= 53.2068*

*\*\*Based on estimated value from City Assessor*

*\*\*\*School operating and state education mills=24*

## **Appendix D**

### **Sample Policy Obsolete Property Rehabilitation Act (OPRA) (or NEZ/CRA)**

**Below is a SAMPLE policy that illustrates how City priorities could be incorporated into a method for evaluating requests for economic incentives, which could be changed based on current City priorities.**

#### **A. Intent**

The City of Petoskey will consider use of the Obsolete Property Rehabilitation Act (OPRA), Public Act 146 of 2000, to provide a tax exemption to encourage the redevelopment of functionally obsolete, historic mixed-use buildings when it is demonstrated that the project would not occur without assistance. In this effort, the Master Plan goals of promoting year-round housing in the City core as well as maintenance and enhancement of the historic commercial center of the community will be addressed. Redevelopment of upper stories for workforce housing is also a recommended strategy of the Downtown Strategic Plan.

#### **B. Project Consideration**

A request for an Obsolete Property Rehabilitation District (OPRD) will be considered for projects where the property is located within the Downtown Development Authority boundary or Old Town Emmet Neighborhood.

Priority projects for OPRA abatement consideration shall meet the following criteria:

1. The applicant is current on all property taxes, fees, utilities and other financial obligations levied against it by the City of Petoskey, and shall remain current during the term of the approved exemption.
2. A restriction is placed on any residential units created that the units will be for year-round housing for no less than ten (10) years or the term of the abatement, whichever is greater.

#### **C. Abatement Term**

An abatement term between two (2) and twelve (12) years may be considered based on the project evaluation to address priority criteria. The evaluation will be completed by the Office of City Planner and reported to City Council for its decision. The abatement term is at the discretion of City Council, with demonstrated financial need a primary determinant. *In no case shall the total abatement exceed 10 percent of private investment.*

#### D. Project Evaluation

	<u>Points</u>
1. Amount of owner investment (excluding land and any grant funding)	
<u>Investment</u>	
\$500,000-\$999,999	1
\$1M-\$2M	2
2. The abatement would serve as a local match to a public or private grant.	1
3. Number of Residential Units Created	
Up to 2	1
3-4	2
5-6	3
7 or more	4
4. For downtown projects, a letter of façade consistency with the Downtown Design Guidelines is obtained from the Downtown Design Committee	1
5. Use of green technologies	
Energy star appliances, motion sensors, LED lighting	1
BMP for storm water management (rain garden, rain Barrel, pervious pavers)	1
Cool roof	1
Green roof	2

#### Point Calculation

<u>Total Points</u>	<u>Project Priority</u>
10-12	High
7-9	Medium
0-6	Low



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**DATE PREPARED:** April 7, 2021

**AGENDA SUBJECT:** Surplus City Property

**RECOMMENDATION:** That the City Council provide direction on preferred method of property disposal

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**Background** Due to technical difficulties at the March 15 meeting, City Council postponed discussion on whether it wished to dispose of surplus property for the purpose of housing construction and the preferred method of disposal.

**Discussion** The City has scattered sites where housing could be constructed – staff has identified three (3) parcels that could potentially be used for housing as they are not currently needed for City operations or dedicated parkland, and a fourth parcel that could be disposed of once the new DPW building is constructed (information enclosed).

Several years ago a request for proposals (RFP enclosed) for the Washington Street lot was put out without success in finding someone willing to build housing. At that time, the rationale for selling the property was to create housing **and** to get the property on the tax roll. That is why there is a statement about it not being sold to a non-profit organization. However, the purpose today may be primarily to have housing created that would remain workforce housing. As previously proposed, the requirement for housing and a timeframe should be included.

Depending on the interest of Council, the properties could be sold or donated with restrictions. If the goal is to have construction within the moderate price range and stay affordable over the longer term, the best route would be to partner with a non-profit organization such as Northern Homes Community Development Corporation or Habitat for Humanity.

**Action** Staff is looking for direction from City Council on how it wishes to dispose of these properties. Depending on the interest of Council to restrict the units for year-round housing or to ensure the units remain in the workforce attainable range (80-120% Area Median Income), or if there is a preference whether the created units are rental vs. ownership properties, staff will proceed accordingly.

Method 1: Put out a Request for Proposals to all interested parties stating that there will be a required deed restriction placed on the land that it must be used for year-round housing. There would also be a time limit placed on construction or it reverts back to the City, but there is no limit on what the house could be sold or rented for.

Method 2: Work with non-profit organizations to donate land to a land trust that will restrict the units to year-round housing and limit the appreciation on the value of the home. This method could apply to rental or ownership properties.

at  
Enclosures

# Surplus City Property



Source: Emmet County GIS, 2017 Ortho



# City of Petoskey

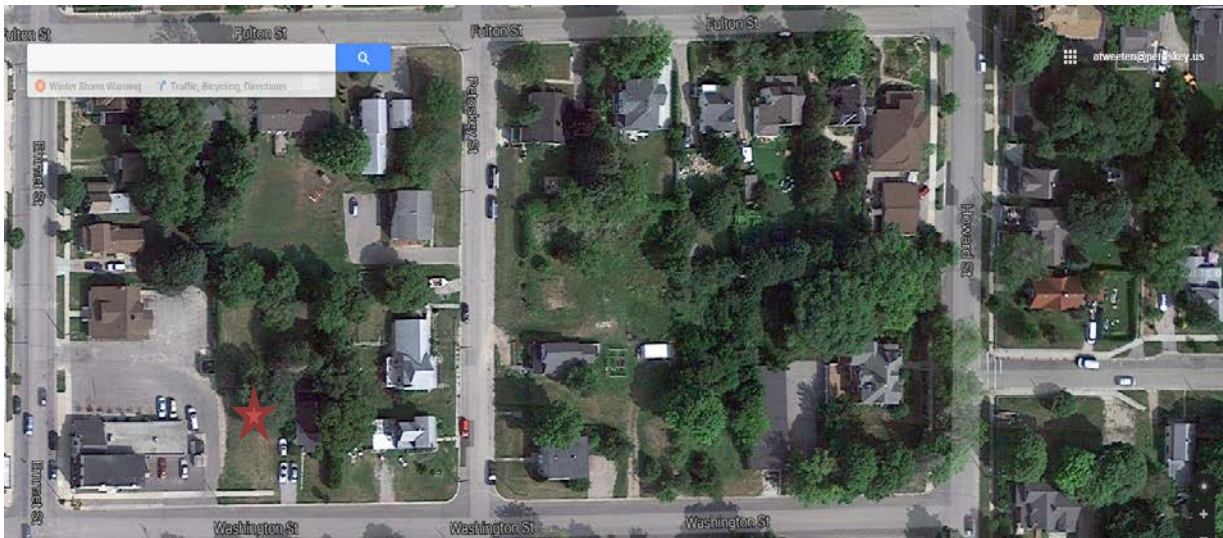
## REQUEST FOR PROPOSALS AND QUALIFICATIONS

**Submittal Deadline: June 30, 2015**

The City of Petoskey is seeking a buyer for property it owns at 209 Washington Street to construct single-family housing.

The goal of the City is to have new quality construction that will enhance the Old Town Emmet Neighborhood. The development of this property provides an opportunity for new housing in the neighborhood.

The property at 209 Washington Street is an approximately 8,150 square foot lot (50'x163') that has been vacant for many years. The lot is within the RM-2 Multiple Family Zoning District on the block bounded by Washington, Emmet, Fulton and Petoskey Streets and could possibly support a two-unit structure. The property is immediately adjacent to the commercial properties along Emmet Street, within a block of Washington Park and a half mile of Sheridan School.



*Image courtesy of Google Maps*





5. Proposed Design

As an existing developed area, the compatibility of the architecture and house placement with surrounding houses will be an extremely strong consideration.

- a. Architectural design, including exterior materials
- b. Site plan, including landscaping, access and parking (rear-yard parking and/or a garage is strongly recommended)

6. Land Purchase Price

The City Assessor's estimated value is \$50,000-\$60,000. A price should be included in the proposal, with the understanding that the price will be negotiable based on the proposed development.

*Requirements*

The successful proposal submitter of this property will enter into a purchase agreement and development agreement with the City of Petoskey committing to the following requirements, at a minimum. The City *may negotiate additional terms* with the successful bidder.

1. The lot will not be sold to an agency that will hold title as a tax exempt entity.
2. A buy-back clause will be included in the purchase agreement allowing the City of Petoskey to repurchase the lot for the selling price should construction not proceed in the timeline established in the development agreement.

By submitting a proposal, you are allowing the City of Petoskey to research previous permits, violations, or judgments against you.

**PROPOSAL SUBMITTALS**

Interested parties should submit completed proposals no later than **June 30, 2015**. An electronic version and three hard copies should be submitted to:

City of Petoskey  
Attn: Amy Tweeten, City Planner  
101 E. Lake Street  
Petoskey, MI 49770

[atweeten@petoskey.us](mailto:atweeten@petoskey.us)

The City of Petoskey reserves the right to (1) REJECT ANY AND ALL PROPOSALS; (2) WAIVE ANY ERRORS OR IRREGULARITIES IN THE RFP PROCESS OR IN ANY PROPOSAL; (3) RE-ADVERTISE THE RFQ/RFP; AND/OR DEFER OR ABANDON THE PROPERTY SALE.



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**PREPARED:** April 15, 2021

**AGENDA SUBJECT:** Second Discussion on the Draft 2021 Action Plan

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

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**Background** At a March 9, 2021 special meeting, City Council and staff met to discuss an update to the 2020 Action Plan. Per City Council's direction, staff has developed a draft revision to the Action Plan for discussion purposes. Areas highlighted in yellow are revisions or additions to current strategies with language in red being new language.

Staff recommends that City Council review the draft document and give specific input on any language changes you would like to see. Based upon Council comments, staff will revise the document and place on our website asking for public input. Any public comments will be brought forward to City Council at a future meeting.

**Action** Feedback from City Council on Draft 2021 Action Plan.

rs  
Enclosure

**City of Petoskey  
2021 Draft Action Plan  
April 19, 2021**

Revise Current Strategy Language  
New Strategy Language

**Goal One            Ensure a Long-Term Sustainable City Budget**

<b><u>Strategies</u></b>	<b><u>Responsibility</u></b>	<b><u>Notes</u></b>	<b><u>Estimated Timeline</u></b>
<b><u>Highest Priority Strategies</u></b>			
1. Create a parks/trails/shorelines and City buildings maintenance plan including cost estimates for repair and upkeep. Consider potential new revenue sources to be used to fund future maintenance and upkeep associated with parks/trails/shorelines and City buildings.	City Council City Manager Clerk-Treasurer Parks and Recreation Director City Planner	<p>Over the past several decades, the City has constructed a comprehensive network of high quality community amenities leading to Petoskey's reputation as a premier northern Michigan community in which to live, work and recreate. Some of these amenities include a historic downtown, renovated City Hall, award-winning pedestrian/bicyclists trail system, Winter Sports Park, and City Marina. These valuable amenities are in need of on-going maintenance and repair in the coming years. To maintain the highest standards for our local infrastructure and community amenities an additional revenue source may need to be identified and pursued.</p> <p>City Council should consider a funding mechanism and work with staff to pursue a long-range plan for funding maintenance and upkeep for City parks/trails/shorelines and buildings.</p>	A Request for Qualifications (RFQ) for a Capital Needs Assessment Study for Parks and Special Facilities will be developed this spring. Depending upon costs, the study may be initiated this year.

## Goal One

## Ensure a Long-Term Sustainable City Budget Continued

2. Achieve 90% funding for all employee divisions pertaining to the Michigan Municipal Employment Retirement System (MMERS) defined benefit plans. On an annual basis, review the MMERS Actuarial Valuation Report for funding levels to further reduce the Unfunded Accrued Liability (UAL). Identify options to further reduce the UAL until 90% funding is achieved.	City Council City Manager Clerk-Treasurer	Over the last 3-4 years, MMERS has made adjustments to mortality rates, amortization periods and the assumed rate of return on investments leading to substantial increases in annual defined benefit payments for the City.	Summer of each year.
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**Goal Two****Plan for New Infrastructure as well as Maintenance of Current Infrastructure to Accommodate the Future**

<b><u>Strategies</u></b>	<b><u>Responsibility</u></b>	<b><u>Notes</u></b>	<b><u>Estimated Timeline</u></b>
<b><u>Highest Priority Strategies</u></b>			
1. Identify and extend the Capital Improvement Plan (CIP), the long term infrastructure needs of city departments, indicating both new and replacement needs as well as long-term infrastructure maintenance requirements. Identify long-term capital replacement and maintenance needs for long-term planning.	City Council City Manager Public Works Director Clerk-Treasurer Parks and Recreation Director City Planner	Currently, City staff develops a six-year CIP annually for City Council's approval. Extending analysis an additional 10 years into the future may provide a clearer picture for City officials of the City's infrastructure needs over the long-term. A routine process has been developed whereby the CIP is publicly presented to the Planning Commission for their review and approval, and detailed public presentations are done for City Council on a project-by-project basis.	On-going
2. Aggressively pursue grants to support specific infrastructure needs, including Bureau of Indian Affairs funding for streets where appropriate. Identify operation costs when applying for grants.	City Council City Manager Public Works Director Clerk-Treasurer Parks and Recreation Director City Planner	A master list of past awarded grants along with deadline dates assists staff in maximizing grant dollars awarded to the City.	On-going

**Goal Three****Diversify and Strengthen the City's Economic Base**

<b><u>Strategies</u></b>	<b><u>Responsibility</u></b>	<b><u>Notes</u></b>	<b><u>Estimated Timeline/ Status</u></b>
<b><u>Highest Priority Strategies</u></b>			
1. On an annual basis, review and assess the properties identified and the process used for evaluating properties in the City's Redevelopment Ready Communities (RRC) Program for redevelopment viability. Redevelopment sites should focus mainly on City-owned properties or properties where the landowner is committed to redevelopment <b>consistent with City goals.</b>	City Council City Manager City Planner	<p>Through the RRC Economic Development Plan, the City has identified sites in which to focus economic redevelopment efforts.</p> <p>The City will consider not only the economic development viability for each site, but also whether economic development incentives included in the Economic Development Strategy are appropriate. City Council may revise the list of redevelopment sites accordingly.</p>	Reviewed and assessed on an annual basis.

**Goal Four****Identify and Address Downtown Development Issues**

<b><u>Strategies</u></b>	<b><u>Responsibility</u></b>	<b><u>Notes</u></b>	<b><u>Estimated Timeline</u></b>
<b><u>Highest Priority Strategies</u></b>			
1. Using past studies and conceptual drawings on the Lake Street/Division Street parking lot as well as the Darling Lot Study completed in 2017, consider several specific strategies to increase parking in the downtown area. Darling Lot plans should focus strictly on a two-level parking structure without a mixed-use or housing component. When planning downtown infrastructure projects, consider different street parking options to maximize downtown parking.	City Council City Manager City Planner Public Works Director Downtown Director	Focus is to increase the number of covered parking spots as well as optimize downtown street parking options.	2021-2022
2. Examine and remove to the extent feasible obstacles to upper floor downtown residential uses and other residential/commercial zoning districts.	City Council City Manager City Planner DMB	Developers have identified a lack of covered parking as a critical impediment to renovating second and third story floors in the downtown area for residential uses. Additionally, current height restrictions in the Emmet Street corridor area (RRC priority site) preclude developers from building a three-story mixed use development.	On-going

## Goal Four

## Identify and Address Downtown Development Issues Continued

<p>3. Expand the participation rate (currently 30%) of downtown businesses for the voluntary fire code self-inspection program using social media and the DMB's email data base.</p>	<p>City Council City Manager Public Safety Director Downtown Director</p>	<p>Every other year Public Safety Officers visit all downtown commercial businesses regarding fire safety issues. Business owners are given a self-inspection fire safety check list form with approximately 30% of the forms returned to the City. The program is completely voluntary. Implementing a mandatory commercial fire inspection program would require additional staff and may not be politically supported by commercial businesses. Through educational efforts, City staff will develop promotional items that emphasize the importance of fire code inspections for the overall safety of the entire downtown area. Social media including the Public Safety Department's Facebook page will be used to promote more participation for the building safety program.</p>	<p>Spring, 2021 and 2022.</p>
<p>4. Systematic approach to address downtown commercial/retail vacancies</p>	<p>City Council DMB Downtown Director City Manager City Planner</p>	<p>Over the course of several years, the DMB has undertaken many initiatives such as targeting recruitment of specific businesses, establishing a downtown economic enhancement committee, working with local realtors, incentives for recruitment and other measures. Specifically, the Downtown Director has identified the following measures that could be undertaken to address vacant downtown properties:</p> <p>Use the Redevelopment Ready Community Program to market specific downtown properties;</p> <p>Explore live/work spaces on upper Mitchell that would allow entrepreneurs to live in the back of the building while operating a business from the front of the building;</p> <p>Review blight ordinance to address exterior as well as interior building issues.</p>	<p>On-Going</p>

## Goal Five

## Develop and Promote Community Sustainability Measures Including the Transition to Renewable Energy Sources and a Circular Economy

<u>Strategies</u>	<u>Responsibility</u>	<u>Notes</u>	<u>Estimated Timeline</u>
<b><u>Highest Priority Strategies</u></b>			
1. In 2020, pursue Gold Certification through the Michigan Municipal League's Michigan Green Community (MGC) Challenge Program. Maintain Gold Certification levels for future years.	City Council City Manager City Planner Public Works Director Parks and Recreation Director	<p>The Michigan Green Communities Challenge is an annual program that serves as a guide to help local communities measure their progress towards sustainability. Currently, the City has achieved Silver Certification in the program. Benefits of participating in the Michigan Green Community Challenge include:</p> <ul style="list-style-type: none"> <li>• Roadmap for sustainability initiatives;</li> <li>• Earn bronze, silver or gold certification for community efforts;</li> <li>• Benchmark progress towards sustainability initiatives;</li> <li>• Compare and compete with other communities.</li> </ul>	City will pursue Gold Certification in 2021-2022 pending program continuation.
2. To further assist the City in achieving 100% renewable energy by 2035 and based upon solar energy production results on City Hall, the City may pursue installing rooftop solar electric panels on the Lake Street Fire Station as well as all future City buildings to be constructed. These continued efforts will decrease the City's dependence upon fossil fuels, but also demonstrate to the community the affordability and return on investments of new solar panel technology.	City Council Clerk-Treasurer City Planner City Manager Public Works Director Parks and Recreation Director	<p>The project will serve as another community catalyst to encourage business owners and homeowners to explore small scale solar panels on buildings within the City. The Fire Station demonstration project will highlight both the environmental benefits as well as the overall economics of installing solar panels on homes and businesses.</p> <p>City Council may direct staff in future years to pursue other solar projects for City buildings.</p>	Pursue in 2021-2022

## Goal Five

## Develop and Promote Community Sustainability Measures Including the Transition to Renewable Energy Sources and a Circular Economy Continued

<p>3. Work with environmental groups, non-profits, municipalities and the Michigan Public Power Agency (MPPA) in the development of large scale solar array projects in Michigan. Promote small scale solar panel usage for Petoskey residents and businesses through the Grow Solar Little Traverse Group Buy Program and other renewable energy programs.</p>	<p>City Council City Manager Clerk-Treasurer City Planner Public Works Director</p>	<p>Transitioning to 100% renewable energy by 2035 will require the creation of a multitude of unique public/private partnerships. To maintain affordable electric rates through new renewable energy sources, the City should encourage partnerships that promote large-scale solar and wind projects to achieve beneficial economies of scale. Running concurrently with these efforts, the City will promote small scale solar systems for residents and businesses in our service area.</p>	<p>On-going</p>
<p>4. Through the Grow Solar Little Traverse Group Buy Program, promote and educate municipal electric utility customers on the City's Net Metering Policy. As more businesses and residents transition to solar powered buildings, review the Net Metering Policy to ensure the program is user-friendly and not an impediment to the development of small scale, local solar projects.</p>	<p>City Manager Public Works Director City Treasurer City Planner</p>	<p>The Groundworks Center Resilient Communities, Midwest Renewable Energy Association and the City of Petoskey are partnering on a Grow Solar Little Traverse Group Buy Program starting this spring. The Group Buy Program will be available to residents and businesses within 30 miles of the Petoskey City Hall. The intent of the program is to select one firm/individual to provide site assessments/estimates, system design and procurement and installation services for eligible participants in the group buy. The program will also coordinate and deliver a minimum of 15 hours of free, public "Solar Power Hour" information sessions and market them widely with physical posters, email blasts, and paid social media promotion. The goal of the program is to increase public education and photovoltaic installation while aggregating demand for more advantageous solar pricing for residents and businesses. During this process, the City will educate the public on our Net Metering Policy and solicit feedback on how user-friendly the policy is and whether it encourages small scale solar installations within our service area.</p>	<p>2021-2022</p>

## Goal Five

### Develop and Promote Community Sustainability Measures Including the Transition to Renewable Energy Sources and a Circular Economy Continued

5. Using Energy Star Portfolio, achieve a 10% reduction in electrical energy usage for City Hall, Lake Street Fire Station, Curtis Building, and Bay Harbor Fire Station.	City Manager Parks and Recreation Director Clerk-Treasurer	Reducing the City's dependence on fossil fuel will take a two-fold approach that includes the transition to renewable energy sources but also implementing energy conservation measures for City buildings. City staff will track energy usage on four City buildings that have been benchmarked for energy usage through the Energy Star Portfolio. Specific energy savings projects will be consistent with recent energy audits on City buildings. Future energy savings will be used to establish a revolving energy loan fund in 2021.	On-going with yearly evaluation of energy costs.
6. Increase participation in the City's Voluntary Green Pricing Program.	City Council City Manager Clerk-Treasurer Public Works Director	The City currently has 183 participants in the Voluntary Green Pricing Program. Residents and businesses can choose to participate at a 25%, 50%, 75% or 100% level. The City will increase our marketing efforts for the program through social media, utility billing and email data bases. The City will increase program awareness in 2021 through notices on utility billings, through the City's Facebook page and the City website.	Monitored and promoted throughout the year.

## Goal Five

## Develop and Promote Community Sustainability Measures Including the Transition to Renewable Energy Sources and a Circular Economy Continued

<p>7. Cities consume 75% of our natural resources, produce 50% of global waste and emit 80% of greenhouse gases. These percentages are all driven by our "take-make-waste" economic model. To develop a new paradigm for a more sustainable and livable Petoskey, the City will focus on community education and local initiatives in the transition to a circular economy aimed at reducing waste and continual use of resources.</p>	<p>City Council Clerk-Treasurer City Planner City Manager Public Works Director Parks and Recreation Director Downtown Director DMB Public Safety Director Emmet County Recycling</p>	<p>The City will focus on three main tenets of a circular economy:</p> <ol style="list-style-type: none"> <li>1. Design out waste and pollution by reusing, recycling or composting materials.</li> <li>2. Keep products in use by reusing, repairing and refurbishing.</li> <li>3. Regenerate natural systems whereby valuable nutrients are returned to the soil improving air and water quality.</li> </ol> <p>City efforts will focus on public education partnering with area agencies such as Emmet County Recycling. Some examples of initiatives City Council and staff may want to pursue to promote a more circular economy are:</p> <p>Continue to consider refurbishing high cost equipment such as ladder trucks, bucket trucks, etc.</p> <p>Work with Emmet County Recycling on development of a curbside food scrap collection program as well as promotion and education of backyard composting through local workshops.</p> <p>Where practical and in accordance with playground surface standards, incorporate recycled material into playground surfaces.</p> <p>Further enhance efforts to recycle motor oils, lubricants, overhead electric wires and street millings.</p> <p>Pursue a long-range plan to transition Lake Michigan coastline in the City to a living shoreline with native plant species.</p> <p>Enhance efforts to reduce office paper by electronic filing of City documents.</p> <p>Where financially feasible, encourage purchase of materials with recycled content.</p>	<p>2021-2022</p>
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		<p>Where appropriate consider purchase of electric vehicles for City operations.</p> <p>Pursue incorporating solar panels on current and future City buildings.</p> <p>Enhance smart technology to operate city buildings more efficiently.</p> <p>Through the DMB, encourage reusable take out container programs for City restaurants in lieu of current practice of using plastic bags/plastic straws/plastic containers.</p>	
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## Goal Six

## Promote Affordable/Workforce Housing within the Community

<u>Strategies</u>	<u>Responsibility</u>	<u>Notes</u>	<u>Estimated Timeline/ Status</u>
<b><u>Highest Priority Strategies</u></b>			
1. Work with housing organizations, <b>local realtors, and developers</b> to identify and address obstacles to affordable housing in the City's zoning codes.	City Council City Manager City Planner Planning Commission	To meet a growing demand for affordable/workforce housing needs, the City in partnership with local housing organizations, <b>local realtors, and developers</b> will undertake a full review of the local zoning codes. These efforts will assist City Council and staff in identifying any obstacles that may impede the creation of additional affordable/workforce housing units within the community.	On-going.
2. Identify incentives or measures to promote affordable/workforce housing.	City Council City Manager City Planner Clerk-Treasurer	Resolving affordable/workforce housing issues will require a multi-pronged approach through strong private/public partnerships. Some measures that the City could consider include but are not limited to: <ul style="list-style-type: none"> <li>• Considering donating obsolete City-owned parcels in the development of long-term affordable/workforce housing units for low-to moderate income families;</li> <li>• Revising City codes to allow accessory dwelling units (ADUs) in certain neighborhoods or zoning districts;</li> <li>• Promote the establishment of a regional housing authority;</li> <li>• Study increasing density in certain zoning districts;</li> <li>• Develop a Payment in Lieu of Taxes (PILOT) policy that City Council could adopt.</li> <li>• <b>Consider incentives for creation of additional housing units both downtown and community-wide.</b></li> </ul>	On-going.

**Goal Seven****Explore the Development of a Regional Transportation Authority**

<b><u>Strategies</u></b>	<b><u>Responsibility</u></b>	<b><u>Notes</u></b>	<b><u>Estimated Timeline/ Status</u></b>
<b><u>Highest Priority Strategies</u></b>			
1. Explore a regional transportation authority with Emmet County, area municipalities and townships. Research costs and feasibility of developing a county-wide public transportation service. Identify a funding mechanism to pay for the transportation service such as a region-wide mill levy which would need to be approved by Emmet County voters.	Emmet County Emmet County Municipalities Emmet County Townships City Manager City Planner Chamber of Commerce	Emmet County is one of the few counties in Michigan that does not offer a comprehensive regional transportation service.  Currently there is need for 543 additional rental units and 78 for sale units in Petoskey and 1,825 rental units and 463 for sale units in Emmet County. These deficits in housing units, specifically workforce housing, may drive housing construction out of the urban core areas and into more rural areas where land is cheaper to purchase. As such, public transportation needs are anticipated to increase in the outlying areas of Emmet County in the coming years.	2021-2022



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**PREPARED:** April 15, 2021

**AGENDA SUBJECT:** Consideration to Approve Schematic Design Drawing Proposal from Beckett and Raeder

**RECOMMENDATION:** That the City Council motion to approve proposal

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**Background** With recent completion of the conceptual drawings for the Little Traverse Wheelway detour, development of schematic design drawings is the next phase of design and engineering. Completion of the schematic drawings will better define overall estimated project costs and design specifications allowing Resort Township, Emmet County and the City of Petoskey to pursue grants and fundraising opportunities for future trail construction.

Consistent with our past cost-sharing efforts on both the Slope Failure Study (\$81,620) and development of the conceptual drawings (\$9,750) for the detour, we are asking City Council to consider furthering our cost sharing efforts with both Resort Township and Emmet County on the enclosed schematic drawing proposal. Both Resort Township and Emmet County have had the opportunity to review the proposal and have not suggested any changes.

Emmet County will be considering approving the proposal at their April 22 Board of Commissioner's meeting. On April 13, Resort Township approved the agreement. See signature page on the proposal. For future grant opportunities, federal and state granting agencies will want to see evidence of a strong regional partnership that we can surely illustrate through our cost sharing efforts to date.

There appears to be consensus from all three entities that a tunnel underneath the highway near East Park is a critical component of the south-side trail design as well as looking at some form of pedestrian light or signalization at the Jackson Street intersection. Both of these issues will be addressed in the development of schematic design drawings.

Total costs for schematic design are \$24,500 to be shared three ways. I reiterated to both County and Township officials that the City's participation is contingent upon their participation.

**Recommendation** Motion to approve the Mayor's signature on the Schematic Design proposal from Beckett and Raeder for \$24,500 contingent upon approval from Emmet County.

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Enclosure

Date: April 2, 2021

From: Tim Knutsen, RLA, ASLA, Senior Associate

To: **Michael Reeves, Administrator, Emmet County**  
**Rob Straebel, City Manager, City of Petoskey**  
**Robert Wheaton, Supervisor, Resort Township**

Regarding: Little Traverse Wheelway  
Proposal For Civil Engineering and Landscape Architectural Services



Gentlemen,

Thank you for your request for a proposal for civil engineering and landscape architectural services for schematic design of a proposed non-motorized trail from East Park in Resort Township to Jackson Ave. in the City of Petoskey. As you are aware, Beckett & Raeder, Inc. recently completed a relocation study for the Little Traverse Wheelway between East Park and Magnus Park and utilizing the US-31 Right-of-Way. The study examined potential trail routes and the challenges, opportunities and costs presented by the routes. The study, in which the Michigan Department of Transportation also took part, concluded with a consensus direction formed by the County, City and Township that indicated a preference for a trail route on the south side of U.S. 31.

Our understanding is that the project team members from the study phase, Emmet County the City of Petoskey, and Resort Township, are interested in schematic design of the proposed improvements in order to submit for MDOT permitting review, to more accurately identify construction cost, and in order to submit for potential funding opportunities. Based on this understanding, we are pleased to present you with this proposal for Landscape Architectural and Civil Engineering services. The following proposal includes topographic survey, schematic design and engineering for the proposed "south side" of U.S. 31 option, including schematic design of the proposed tunnel and surface pedestrian crossings sufficient for MDOT permitting; submission to MDOT permitting, a refined and updated opinion of construction cost, and grant assistance in completing funding applications to help support the proposed improvements.

**Beckett & Raeder, Inc.**  
535 West William, Suite 101  
Ann Arbor, MI 48103

734 663.2622 ph  
734 663.6759 fx

Petoskey Office  
113 Howard St. #1  
Petoskey, MI 49770

231 347.2523 ph  
231 347.2524 fx

Traverse City Office  
148 Front St., Suite 207  
Traverse City, MI 49684

231 933.8400 ph  
231 944.1709 fx

Toledo  
419.242.3428 ph

## TASK 1: SCHEMATIC DESIGN

The purpose of this task is to continue the design process initiated by Little Traverse Wheelway Relocation Study. The BRI Team will begin by making final revisions to the work plan and schedule, and establishing the chain of communication, milestone dates and progress benchmarks. We will gather all data and information necessary to guide the design process. This task will include the sub-tasks described below:



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### 1.1 Initial Project Meeting

BRI will meet with the project team members (Emmet County, City of Petoskey, and Resort Township) in order to confirm or adjust project scope, identify required permits and reviews, coordination of related work and special design considerations. We will confirm topographic survey limits and other outside professional services required.

As a part of the meeting, we will assist the project team members in establishing a stakeholder group of 3-5 members representing specific stakeholder groups with interests relative to the proposed trail. The stakeholders will be responsible for communication between their stakeholder group and the design team.

### 1.2 Project Schedule

Immediately following Task 1.1 (Initial Project Meeting), we will submit a project schedule based on permit submissions and proposed construction schedule. We will help to develop a timeline of schedule milestones and work with the Landscape Architect to schedule internal review meetings.

### 1.3 Topographic Survey

Prior to performing Site Inventory and Analysis, perform topographic survey for the work area as outlined in task 1.1. Survey will include existing topographic information, surface features and above and below-grade utilities. Survey will be of sufficient detail to serve as a basis for submission for MDOT Permitting. The survey will also serve as a base map for site inventory and analysis. Additional survey will be required for construction document completion during subsequent design and engineering phases.

### 1.4 Site Inventory and Analysis

The BRI team will perform a physical site analysis of the project site. The objective of this analysis will be to establish a sound framework on which to base design decisions by building on the physical site inventory performed during the Little Traverse Wheelway Relocation Study. This task will include, but not necessarily be limited to, inventory and analysis of the following:

- Natural Elements – The BRI Team will evaluate natural elements, which will serve to influence or shape the plan in either positive or negative ways, such as orientation, vegetation and topography.

- Man-Made Elements - The BRI Team will review the man-made elements which will serve to influence or shape the plan in either positive or negative ways, such as existing buildings, lighting, furnishings, utilities (both underground and overhead), pleasant and unpleasant views, landmarks, adjacencies, and historic context.
- Circulation Systems, such as parking areas, sidewalks, alleys, streets, bike routes, trails, crosswalks.
- Utilities, such as transmission lines, sanitary sewers, watermain, storm sewers, electrical lines, telephone and communications
- Visual and Aesthetic Elements - The BRI Team will evaluate visual and aesthetic elements including views, landmarks, and other perceptible character which exists within or adjacent to the project area.
- Design Influences – This work will involve an analysis of the physical structure and fabric of the trail route proposed in the Little Traverse Wheelway Relocation Plan, in order to further identify and evaluate design influences on this project, generally consisting of circulation and traffic linkages, patterns and conflicts.
- Plan Determinants - We will work with the project team to establish basic plan determinants, through a review of the site's opportunities and constraints. These determinants are goals or statements of conviction that are based on positive or negative implications of all existing elements, and which will become the basic criteria for the evaluation of design concepts to be prepared in a later phase.

#### 1.5 Analysis of Previous Planning

We will receive and review all previous planning and preliminary design documents for the project, as well as any existing record drawings from previous construction.

#### 1.6 Preliminary Permitting Reviews

BRI will consult with the pertinent agencies to discuss the proposed improvements and any permitting challenges or recommendations for modification. These agencies include Michigan Department of Transportation; Michigan Department of Environment, Great Lakes and Energy; Emmet County, City of Petoskey, and Resort Township.

#### 1.7 Project Team Meeting 1

BRI will conduct a meeting with the project team members in order to describe the findings from the steps described above, and to receive additional inventory or input before proceeding to schematic design.

#### 1.8 Schematic Design

The concept development phase will be based on all pertinent conclusions and determinants established in the preceding tasks and will further investigate the



#### *initiative*

proposed trail route, assessment of existing site pedestrian and vehicular circulation, safety hazards, existing surface features and above and below-grade utility implications. Considerations will be given to optimal pedestrian and vehicular safety, site utilization and efficiencies, minimizing utilities impact, maintaining stormwater drainage patterns, context sensitivity, and other aesthetics.

The schematic design will be a 24" x 36" scaled plan drawing, with enlargements, elevations and details as necessary to convey design intent. An illustrative color plan view rendering mounted to a 24"x 36" board will be prepared for meeting presentation and for the purposes of grant application. The BRI Team will prepare a Preliminary Opinion of Probable Construction Cost, representing any necessary phasing of the overall plan. The BRI Team will also prepare a preliminary opinion of construction cost.

#### 1.9 Public Meeting No. 1

Upon completion of the Schematic Design, we will present the plan and estimate to Emmet County, the City of Petoskey, and Resort Township during regularly-scheduled public meetings. We will present the preliminary opinion of construction cost, receive comments and concerns, and meet with project team members subsequent to the meeting to discuss any final revisions to the schematic plan as a result of Public Meeting 1. This step would conclude the schematic design phase.

#### 1.10 Grant Assistance

Based on the completed schematic design plan and preliminary opinion of construction cost, BRI will assist the project team in pursuing and completing grant funding opportunities to finance the proposed improvements.



PROFESSIONAL FEE

For the work described above in Tasks 1 through 4, BRI proposes a not-to-exceed fee as follows:

TASK 1, SCHEMATIC DESIGN:	\$17,250.00
<u>OUTSIDE SERVICES: TOPOGRAPHIC SURVEY:</u>	<u>\$ 7,250.00</u>
TOTAL FEE:	\$24,500.00

BRI shall proceed immediately upon contract establishment. Additional services will be provided upon authorization according to the rate structure in our Professional Services Agreement.

PRELIMINARY SCHEDULE

We anticipate a project duration of 10-12 weeks from project commencement. BRI will provide a more detailed schedule at the initial meeting.

It’s been a pleasure working with you and the County, City and Township to study restoring connectivity to the Little Traverse Wheelway, and we would be grateful for the opportunity to assist further. Please contact me at your convenience to discuss this proposal.

Sincerely,

BECKETT & RAEDER, INC.

Tim Knutsen, PLA, ASLA, Senior Associate  
C.C.: John Beckett, BRI

City of Petoskey, Michigan

By: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

Name: John Murphy  
(printed)

Title: Mayor

Emmet County, Michigan

By: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

Name: Toni Drier  
(printed)

Title: County Commission Chairperson

Resort Township, Michigan

By:   
(signature)

Date: 4/14/2021

Name: Robert Wheaton

Title: Township Supervisor

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# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**PREPARED:** April 5, 2021

**AGENDA SUBJECT:** Livable Petoskey Master Plan – Requested Implementation Table

**RECOMMENDATION:** That the City Council discuss and provide direction

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**Background** During its review of the master plan, City Council requested an additional implementation table with responsible parties including staff, boards and commissions, and other partners. A draft table is enclosed that could be added to the document as Appendix G.

**Action** City Council should review the table and provide direction on needed changes.

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Enclosure

Plan Elements	Responsible for Implementation		
	City Staff	City Boards and Commissions	Other Partners
Community Identity	Office of City Manager Office of City Planner Parks and Recreation Department Downtown Office	City Council Planning Commission Downtown Management Board Parks and Recreation Commission Historic District Study Committee	Little Traverse Bay Historical Society Little Traverse Bay Bands of Odawa Indians Petoskey Regional Chamber of Commerce
Community Engagement	Office of City Manager Office of City Planner Parks and Recreation Department Downtown Office	City Council Planning Commission Downtown Management Board Parks and Recreation Commission	Public Schools of Petoskey MSU Extension Michigan Municipal League Michigan Association of Planning
Public Health and Safety	Office of City Manager Public Safety Department Parks and Recreation Department Public Works Department Downtown Office Office of City Planner	City Council Planning Commission Parks and Recreation Commission Downtown Management Board	Health Department of Northwest Michigan McLaren Northern Michigan Office of Emergency Management Community Mental Health Harbor Hall Public Schools of Petoskey Char-Em United Way
Recreation Opportunities	Office of City Manager Parks and Recreation Department Office of City Planner Downtown Office	City Council Parks and Recreation Commission	Public Schools of Petoskey Bear Creek and Resort Townships YMCA Health Department of Northwest Michigan McLaren Northern Michigan Tip of the Mitt Watershed Council Top of Michigan Trails Council Little Traverse Conservancy North Country Trails Association Top of Michigan Mountain Bike Association Friendship Centers of Emmet County Petoskey Area Visitors Bureau Petoskey Regional Chamber of Commerce Sporting goods retailers Service Clubs

Arts & Culture Opportunities	Office of City Manager Parks and Recreation Department Downtown Office Office of City Planner	City Council Parks and Recreation Commission Downtown Management Board	Crooked Tree Arts Center Great Lakes Center for the Arts Little Traverse Historical Society Little Traverse Civic Theater Service Clubs
Environmental Stewardship - Resource Use Reduction	Office of City Manager Parks and Recreation Department Public Works Department Office of City Planner Finance Department	City Council Parks and Recreation Commission Planning Commission Downtown Management Board	Emmet County Department of Public Works Michigan Public Power Agency (MPPA) Groundworks Center for Resilient Communities Top of Michigan Trails Council Tip of the Mitt Watershed Council
Climate Resilience and Natural Resource Management	Office of City Manager Parks and Recreation Department Public Works Department Office of City Planner	City Council Parks and Recreation Commission Planning Commission	Tip of the Mitt Watershed Council Groundworks Center for Resilient Communities North Central Michigan College CAKE/CISMA Emmet County Conservation District University of Michigan Biological Station
Infrastructure Optimization	Office of City Manager Public Works Department Parks and Recreation Department Finance Department Office of City Planner Downtown Office	City Council Parks and Recreation Commission Planning Commission Downtown Management Board	Bear Creek and Resort Townships Bear Creek Sewer Authority Emmet County Road Commission Emmet County MPPA Groundworks Center for Resilient Communities Tip of the Mitt Watershed Council
Transportation and Mobility Options	Office of City Manager Public Works Department Parks and Recreation Department Office of City Planner Downtown Office	City Council Planning Commission Downtown Management Board	Emmet County Townships around Little Traverse Bay Emmet County Road Commission MDOT Public Schools of Petoskey North Central Michigan College Groundworks Center for Resilient Communities Top of Michigan Trails Council

Neighborhoods for All	Office of City Manager Office of City Planner Public Works Department Parks and Recreation Department Public Safety Department Finance Department	City Council Parks and Recreation Commission Planning Commission	Emmet County (Brownfield and Land Bank Authorities) Little Traverse Bay Housing Partnership Housing North Northern Homes CDC Northern Michigan Community Action Agency Service Clubs
Local Economy Assets and Opportunities	Office of City Manager Office of City Planner Parks and Recreation Department	City Council Parks and Recreation Commission Planning Commission Downtown Management Board	Chamber of Commerce McLaren Northern Michigan North Central Michigan College
Redevelopment and Infill Development	Office of City Manager Office of City Planner	City Council Parks and Recreation Commission Planning Commission	MEDC Developers



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**DATE PREPARED:** April 14, 2021

**AGENDA SUBJECT:** Consider License Agreement with Little Traverse Bay Foundation for Ferry Taxi Service between Petoskey and Harbor Springs

**RECOMMENDATION:** That City Council consider a license agreement with Little Traverse Bay Foundation for the operation of a ferry taxi service out of the marina

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**Background** In 2020 the City approved an agreement with the Little Traverse Ferry Company (LTBFC) which allowed them the use of a slip and the privilege to operate their services off of Pier A. In light of the pandemic challenges last year, the ferry service operated on a regular basis with success.

This year the agreement does not include the usage of a slip as the ferry will be moored at Bay Harbor Marina. City and LTBFC staff will continue to work together to insure the operations of the ferry service are smooth and efficient. The ferry service will be operating off of Pier A as they did last year and will be charged an annual \$1,000 service fee. This is the same fee that Harbor Springs is charging the company.

**Review** The enclosed agreement has been reviewed for completeness by City staff, legal counsel and the Little Traverse Bay Ferry Company. The LTBFC is very acceptable to the terms of the agreement and has expressed appreciation for the use of Pier A. An agreement has already been approved by Harbor Springs.

**Recommendation** That City Council consider the agreement for Little Traverse Bay Foundation for operation of a ferry taxi service between the City of Petoskey, Bay Harbor and the City of Harbor Springs

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Enclosure

## **LICENSE AGREEMENT FOR FERRY SERVICES**

**THIS LICENSE AGREEMENT** (*"Agreement"*) made this \_\_\_ day of April, 2021 by and between the City of Petoskey, a Michigan municipal corporation, of 101 East Lake Street, Petoskey, Michigan 49770 (hereinafter the *"City"*) and Little Traverse Bay Foundation, a Michigan nonprofit corporation, whose registered address is 115 E. Third Street, Harbor Springs, Michigan 49740 (hereinafter *"Licensee"*) pursuant to the following terms and conditions:

NOW THEREFORE, the parties agree as follows:

1. License and Location.

A. The City hereby grants to Licensee a revocable non-exclusive license to use, in part, the City's marina to operate a seasonal Ferry Taxi Service, and to operate the Ferry to conduct educational boat tours and other nonprofit activities on the Ferry consistent with the nonprofit charitable purposes of Licensee (such as water research activities with educational institutions, Scouts merit badge activities, activities with Tip of the Mitt and fundraising events for Licensee) (collectively, the *"Uses"*) from May 1 to September 20 (the *"Season"*) in order to provide the Uses, including the Ferry Taxi Service, on Little Traverse Bay for the 2021 summer season (the *"License"*). Licensee has the option to renew this license for an additional One (1) year if mutually agreed upon by the City and Licensee. Licensee's operation shall include the operation of Ferry Taxi Service that includes safety gear, including life jackets and other flotation and safety devices required by the United States Coast Guard and other applicable governmental entities.

B. The City grants the Licensee the right to dock broadside on the east side of Pier "A" at the City of Petoskey Marina as designed in writing by the Parks and Recreation Department for the City from which to carry out the Uses (the *"Ferry Services Area"*).

C. The Ferry Service Area is not to be used for the purpose of mooring Licensee's vessel (the *"Ferry"*) for the Uses, but will be used solely for the loading and unloading of Ferry passengers on Pier A.

D. Licensee accepts the Ferry Services Area in its present *"as is"* condition. No alterations may be made by Licensee to the City's pier in the Ferry Services Area without the written consent of the City. Licensee shall be responsible for the cost to repair any damages caused by Licensee to the City's pier. In no event shall the City be liable for any damages to Licensee's vessel or loss of personal property, or to any person, sustained by Licensee or their guests or invitees.

E. Nothing in this License gives Licensee or their employees the right to park vehicles in the designated marina parking area. Licensee and all of its staff shall only park vehicles in areas designated by the City. In addition, all patrons of Licensee's Ferry Taxi Service shall only park in areas designated by the City.

F. The City is not providing any services to the Licensee's Ferry Taxi Service. All operations of the Ferry Taxi Service shall be assumed by Licensee, except the City will provide gasoline services as customary to all visitors of the City Marina.

G. There shall be no signs on public property for Licensee's Ferry Taxi Service, except as approved by the City.

2. License Fee.

Licensee shall pay the City in advance the sum of One Thousand (\$1,000) dollars for the Season for the grant of this License (the "License Fee"). This License Fee shall be paid to the City on or before May 1 of each year.

3. Termination.

This Agreement, including the License granted by the City, may be terminated by either the City or Licensee upon ten (10) days written notice to the other party. The termination or expiration of this Agreement shall not relieve Licensee of its obligations to the City. The Licensee shall, within this ten (10) day period, remove all trade fixtures and all other personal property of Licensee. In addition, the City shall have the right to terminate this Agreement at any time immediately upon written notice to Licensee for Licensee's failure to fulfill any of its obligations under this License Agreement or upon any violation of rule or law applicable to the providing of ferry service or upon the insolvency or bankruptcy of Licensee. In this case, Licensee shall vacate the Ferry Services Area and remove its property upon reasonable request of the City.

4. Seasonal Dates of Operation.

Licensee shall be required to operate the Ferry Taxi Service at least from Memorial Day weekend through Labor Day weekend, with minimum days and hours of operation as approved by the City. All nonprofit charitable events shall be held outside the marina area in Little Traverse Bay.

5. Maintenance:

Licensee is responsible for cleaning the Ferry Services Area and surrounding area. The City shall be notified of the end of the season so as to make a final inspection of the area.

6. Security Background Check:

All employees of the Licensee assigned to work at the Ferry Services Area shall undergo and must pass a security clearance check performed by the Petoskey Department of Public Safety prior to beginning actual work. This background check is necessary because employees will be working in a public park setting. In the event that an employee is deemed to be a security or safety risk, the Licensee shall immediately restrict the employee from working at the Ferry Services Area.

7. Work Inspection; ADA Standards:

City staff and local or State Health Officials or their certified representatives shall, at all times, be allowed to inspect the Ferry Services Area for compliance with this Agreement, sanitary issues, etc. Licensee shall be responsible for obtaining all necessary permits and licenses from the health department and any other state or federal agency. The presence or absence of a City inspector will not relieve the Licensee of its responsibility to comply with the terms of this Agreement. Licensee shall comply with all applicable state and federal standards, including by way of illustration, assure the vessel and Ferry Service Area comply with the American's with Disabilities Act ("ADA").

8. Liability Insurance; Indemnification:

A. Licensee shall purchase and maintain such insurance as will protect the City and Licensee from claims set forth below which may arise out of, or result from, the Licensee's operations under this Agreement, whether such operations are by the Licensee or by any subcontractor or by anyone directly or indirectly employed by Licensee, including:

1. Under worker's compensation, disability benefits, and/or other similar employee benefit acts;
2. For damages because of bodily injury, occupational sickness or disease, or death of his employees;
3. For damages because of bodily injury, sickness or disease, or death of any person other than his employees;
4. For damages insured by usual personal injury liability coverage which are sustained:
  - a. By any person as a result of an offense directly or indirectly related to the employment of such person by the Licensee; or
  - b. By any other person.
5. Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom.

B. The insurance required under this Agreement shall be written for not less than any limits of liability specified herein, or required by law, whichever is greater, and shall include contractual liability insurance as applicable to the Licensee's obligations.

<b><u>Comprehensive General Liability</u></b>	<b><u>Each Occurrence</u></b>	<b><u>Aggregate Amount</u></b>
Bodily Injury	\$1,000,000	\$2,000,000
Personal Injury	\$1,000,000	\$2,000,000
Property Damage	\$1,000,000	\$2,000,000

Product Liability	\$1,000,000	\$2,000,000
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**Comprehensive Auto Liability**

Bodily Injury	\$1,000,000	\$1,000,000
Property Damage	\$100,000	

**Worker's Compensation** Statutory Limits

C. Certificates of Insurance and the policy itself, in form and content, acceptable to the City, shall be filed with the City prior to the commencement of any activity under this Agreement. These certificates and policies shall contain a provision that coverage afforded under the policies will not be cancelled until at least thirty (30) days prior notice has been given to the City.

D. All insurance required by Licensee shall name the City as an additional named insured.

E. Licensee hereby agrees to indemnify and hold the City, its agents, employees, contractors, successors, and assigns harmless for any and all liability, loss or damage the City, its agents, employees, contractors, successors, and assigns may suffer as a result of claims, demands, costs, or judgments arising out of Licensee's operations hereunder. Such indemnification shall include the reimbursement to the City, its agents, employees, contractors, successors, and assigns of reasonable attorney fees incurred by the City, its agents, employees, contractors, successors, and assigns in connection with the defense of any action related to Licensee's operations hereunder.

9. **Codes, Laws and Ordinances:**

The Licensee shall comply with all laws, ordinances, rules, and regulations bearing on the conduct of the work to be performed under this Agreement, including all federal, state and local COVID regulations. Should any change in specifications be required to comply with laws, ordinances, rules, or regulations, the Licensee shall notify the City in writing. The Licensee shall be held to complete all work necessary to meet requirements of said laws.

10. **Verifications:**

Prior to beginning to operate under this Agreement, City Staff and the Licensee shall visit the Ferry Services Area and review the day-to-day operation as outlined herein. Operations cannot commence until approval by the City.

11. **Inspection:**

The Ferry Services Area shall be subject at all times to inspection by the City or its authorized representatives. The presence or absence of a City inspector will not relieve the Licensee of its responsibility to complete work in accordance with all applicable laws and the terms of this Agreement.

12. Changes:

The Licensee may not make any changes to the Ferry Services Area, nor shall it operate contrary to this Agreement, without the written consent of the City Manager.

13. Assignment:

This Agreement shall not be assigned by either party and any such assignment shall immediately terminate this Agreement.

14. Governing Law:

This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, with venue in the County of Emmet.

15. Entire Agreement:

The provisions herein contained constitute the entire agreement between the parties. Any oral representations or modifications shall be of no effect. No term or condition of this Agreement may be modified, amended or waived except by a written amendment signed by all parties.

CITY OF PETOSKEY

Dated: April \_\_, 2021

\_\_\_\_\_  
By:  
Its:

LICENSEE

Dated: \_\_\_\_\_, 2021

\_\_\_\_\_  
By: Tim Knapp  
Its: Chair

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# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**DATE PREPARED:** April 13, 2021

**AGENDA SUBJECT:** Consideration to approve an Off-Premises Tasting Room License for Thunder Bay Winery LLC to be located at 438 East Mitchell Street

**RECOMMENDATION:** That the City Council grant local approval and approve resolution

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**Background** Jeremy Sahr, Thunder Bay Winery LLC, is requesting approval to operate an Off-Premises Tasting Room to be located at 438 East Mitchell Street. Thunder Bay Winery LLC has leased the business space and plans a rather extensive remodeling prior to opening for operations. Public Safety completed a site visit and located no health/safety concerns.

Thunder Bay Winery LLC is a family owned and operated business that was established in Ossineke, MI in 2005. Their growth of business led to a downtown Alpena location in 2012. The company would like to expand their business and become part of the Petoskey community.

The Michigan Liquor Control Commission requires local governing body approval for an Off-Premises Tasting Room License. Jeremy Sahr is requesting the local approval so that he may apply to MLCC for the Off-Premises Tasting Room License. If approved by the Michigan Liquor Control Commission the license will allow for the sale of "Full Drinks" of the wine produced by Thunder Bay Winery LLC.

**Action** If City Council is agreeable to allowing Thunder Bay Winery LLC, to be located at 438 East Mitchell Street, a motion can be made for approval of an Off-Premises Tasting Room License.

mb  
Enclosures



**Local Government Approval For Off-Premises Tasting Room License**  
(Authorized by MCL 436.1536)

**Instructions for Applicants:**

- You must obtain a recommendation from the local legislative body for a new Off-Premises Tasting Room License application.

**Instructions for Local Legislative Body:**

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a \_\_\_\_\_ meeting of the \_\_\_\_\_ council/board  
(regular or special) (township, city, village)  
called to order by \_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
the following resolution was offered: (date) (time)  
Moved by \_\_\_\_\_ and supported by \_\_\_\_\_  
that the application from \_\_\_\_\_  
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW OFF-PREMISES TASTING ROOM LICENSE**

to be located at: \_\_\_\_\_

It is the consensus of this body that it \_\_\_\_\_ this application be considered for  
(recommends/does not recommend)  
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are \_\_\_\_\_

**Vote**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the \_\_\_\_\_  
council/board at a \_\_\_\_\_ meeting held on \_\_\_\_\_ (township, city, village)  
(regular or special) (date)

\_\_\_\_\_  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

March 10, 2021

City of Petoskey:

Thunder Bay Winery is a family owned and operated business. Thunder Bay Vineyards was established in 2005 in Ossineke, MI and grows a variety of hybrid grapes, apples, pears, cherries, and currants, which is all used in wine production. Thunder Bay Winery was established in downtown Alpena in 2012. To supplement our wine production, we purchase additional grapes and fruit from the Traverse City, Petoskey, and Paw Paw region.

We are seeking to expand our product into the Petoskey region. Our family, which includes our 11 year old son has fallen in love with the Petoskey region and feel our wines will be a perfect fit. Our family is involved in all aspects of the business including the vineyard, winemaking, marketing, tasting room, and management.

We look forward to becoming part of the Petoskey Community,

Jeremy, Janis, and Ethan Sahr



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**PREPARED:** March 23, 2021

**AGENDA SUBJECT:** Ward and City Conventions Resolution

**RECOMMENDATION:** That the City Council review proposed locations and times for upcoming 2021 Ward and City Conventions and adopt the proposed resolution

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**Background** As required by City Charter provisions, the City is required to conduct annual Ward and City Conventions. The conventions are proposed to be scheduled for July 12 and 14 for 2021. Due to the pandemic there continues to be restrictions placed on public gatherings and meetings of 25 people. There will continue to be uncertainty on meeting restrictions for the foreseeable future and City staff would like to reserve meeting locations well in advance of the July dates to ensure availability.

Therefore, City staff is proposing to reserve the same locations used for the City and Ward conventions last year, which would comply with current restrictions. The locations would be at Petoskey Public School cafeterias and gymnasiums for the Ward Conventions and the Emmet County Fairgrounds Community Building for the City Convention scheduled as follows:

Ward Conventions scheduled for July 12 @ 8PM

Middle School Cafeteria (Ward 1)

Ottawa Elementary Gym/Cafeteria (Ward 2)

Lincoln Elementary Gym/Cafeteria (Ward 3)

Sheridan Elementary Gym/Cafeteria (Ward 4)

City Convention scheduled for July 14 @ 8PM

Emmet County Fairgrounds Community Building

**Action** Review proposed locations for the Ward and City Conventions for 2021. A proposed resolution establishing ward and convention locations and times is included for Council consideration.

at  
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 2021 Ward Conventions to be held at 8:00 P.M., Monday, July 12, at the Petoskey Middle School Cafeteria for the First Ward, Ottawa Elementary Gym/Cafeteria for the Second Ward, Lincoln Elementary Gym/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 2021 City Convention to be conducted at 8:00 P.M., Wednesday, July 14, at the Emmet County Fairgrounds Community Building.



**BOARD:** City Council

**MEETING DATE:** April 19, 2021

**DATE PREPARED:** April 14, 2021

**AGENDA SUBJECT:** Flusher/Tank Truck Purchase

**RECOMMENDATION:** That City Council authorize this purchase from Curry Supply Co., Martinsburg, Pennsylvania

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**Background** The City's 2021 Annual Budget and Capital Improvements Plan included \$95,000 for the purchase of a heavy-duty flusher/tank truck, primarily for use by the Department of Public Works for street flushing operations and watering of tree plantings and landscaping. This proposed unit would replace an aging Freightliner cab & chassis model year 2000, 21-year old, flusher truck that has been operated for more than 4700 hours. This truck will be retired and sold at auction.

**Specifications** Detailed specifications were prepared by the Department of Public Works staff for a latest production model year Freightliner cab & chassis that could be equipped with a 2000 gallon tank capacity; a spray system that would accommodate front, rear and mid-span flushing; two hose reel assemblies for hand watering; and miscellaneous equipment.

**Bids** Bid packets were made available via the City website on March 12, 2021; publically advertised March 16, 2021; three tank truck manufacturers were notified of the availability of bid proposals; and four bids were received at a public opening March 31, 2021.

<u>Bidder</u>	<u>Total</u>
Curry Supply Co. Martinsville, PA	\$98,529.82
D&K Truck Co. Lansing, MI	\$108,900.00
Michigan Kenworth LLC Gaylord, MI	\$123,270.00
Stepp Manufacturing Co., Inc. North Branch, MN	\$141,409.03

**Recommendation** It is the recommendation of City staff that City Council authorize purchasing from Curry Supply Co., Martinsburg, PA., a latest production heavy-duty flusher/tank truck, at a cost not to exceed \$98,529.82. (Note: Although this purchase exceeds the 2021 budget projection of \$95,000 by \$3,529.82, overall total expenditures for motor pool purchases in 2021 remain under budget.)