



Public notice is hereby given that the City of Petoskey City Council will meet in regular session, 7:00 P.M., May 17, 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/87314283458>

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

Meeting ID: 873 1428 3458

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

May 17, 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. Presentation – Hear presentation by Andi Shepherd-Tolzdorf regarding circular economy
5. Proclamation – Hear proclamation declaring May 17 as Arbor Day in the City of Petoskey
6. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
  - (a) May 3, 2021 regular session and May 11, 2021 special joint session City Council meeting minutes
  - (b) Acknowledge receipt of a report concerning certain administrative transactions since May 3, 2021

7. Miscellaneous Public Comments
8. City Manager Updates
9. Appointments – Consideration of appointments to the Board of Review, Downtown Management Board, Greenwood Cemetery Board, Parks and Recreation Commission, Planning Commission, TIFA and Zoning Board of Appeals
10. Old Business – Consideration and possible adoption of a proposed resolution that approve the City of Petoskey 2021 Action Plan
11. New Business
  - (a) Discussion regarding the City funding a Housing Ready Program Director through the Little Traverse Bay Housing Partnership and Housing North
  - (b) Adoption of a proposed resolution that would authorize contracting with MDC Contracting LLC, Charlevoix, in the amount of \$1,007,055.10 for the Greenwood Cemetery Road Reconstruct Project and authorize the Mayor and City Clerk to sign all documents to enter into an agreement with the Little Traverse Bay Band of Odawa Indians to receive funding through the Bureau of Indian Affairs
  - (c) Consideration to accept agreement provided by Michigan Department of Environment, Great Lakes and Energy (EGLE) for replacement of the HVAC and condenser units at City Hall
  - (d) Adoption of a proposed resolution opposing proposed amendments to the Zoning Enabling Act that would eliminate the ability of local government to regulate the short-term rental of residential properties
12. City Council Comments
13. Adjournment



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**PREPARED:** May 13, 2021

**AGENDA SUBJECT:** Circular Economy Presentation

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

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**Background** Andi Shepherd-Tolzdorf, Emmet County DPW/Recycling Director, will give a brief presentation concerning circular economy as requested by City Council. See enclosed information.

**Action** City Council hear presentation.

sb  
Enclosure

# Emmet County Recycling



Andi Shepherd- Tolzdorf- Director



# Circular Economy

A circular economy is based on the principles of designing out waste and pollution, keeping products and materials in use, and regenerating natural systems.

-Ellen MacArthur Foundation



READ MORE 

+

Meet the new  
polystyrene

+

The sweet taste of  
resource from waste

+

Regenerative  
agriculture

## DESIGN OUT WASTE AND POLLUTION

Did you know that waste and pollution are largely a result of the way we design things?

Waste and pollution are not accidents, but the consequences of decisions made at the design stage, where around 80% of environmental impacts are determined. By changing our mindset to view waste as a design flaw and harnessing new materials and technologies, we can ensure that waste and pollution are not created in the first place.



READ MORE ▾



Free repairs for life



A circular music experience



Light as a service

## KEEP PRODUCTS AND MATERIALS IN USE

What if we could build an economy that uses things, rather than uses them up?

We can't keep wasting resources. Products and materials must be kept in the economy. We can design some products and components so they can be reused, repaired, and remanufactured. But making things last forever is not the only solution. When it comes to products like food or packaging, we should be able to get the materials back so they don't end up in landfill.





READ MORE ▾



Closing the nutrient  
loop



Building natural  
capital



A farm powered by  
symbiosis

# REGENERATE NATURAL SYSTEMS

What if we could not only protect, but actively improve the environment?

In nature, there is no concept of waste. Everything is food for something else - a leaf that falls from a tree feeds the forest. Instead of simply trying to do less harm, we should aim to do good. By returning valuable nutrients to the soil and other ecosystems, we can enhance our natural resources.





# Stats

- Cities consume 75% of our natural resources
- Produce 50% of global waste
- Emit 80% of greenhouse gases

—Ellen MacArthur Foundation



Emmet County Recycling is the connection between the consumer and the manufacturer in the circular economy



# Organics in Peotskey

- Backyard Compost Workshops
- Residential Food Scrap Recycling
- Compost Used in City Projects





## Emmet County Recycling Circular Example



# ...to THIS



*Great Lakes Tissue Company*

87 South Main Street • Cheboygan, Michigan 49721 • (231) 627-0200 • Fax (231)



From consumer messaging on what and how to recycle to manufacturer and their end product, the MRF, is the connection in the circular economy



# Beyond Recycling

- Walkable/bikeable
- Repair Cafes
- Reusable container programs
- Purchasing policy to address recycled content
- Expand composting (education/service)







Recycle  
for  
Michigan!

A graphic celebrating 30 years of recycling. The top half features a dense background of discarded plastic bottles and containers. Overlaid on this is a large '30' where the '3' is blue and the '0' is green, with a recycling symbol integrated into the zero. Below the '30' is the word 'YEARS' in large, white, bold, sans-serif capital letters. The bottom half of the graphic has a light green background with the text 'OF REAL RECYCLING' in bold green capital letters. Below this, in smaller black text, is the sentence 'Supplying Michigan industries, conserving energy and resources, and reducing pollution.' At the bottom, it says 'Emmet County Recycling' followed by a small '30' logo and the word 'Years' in blue.

**30**  
**YEARS**

**OF REAL RECYCLING**

Supplying Michigan industries, conserving energy  
and resources, and reducing pollution.

Emmet County Recycling **30** Years





**Arbor Day**

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal:

NOW, THEREFORE, I, John Murphy, Mayor of the City of Petoskey, do hereby proclaim May 17, 2021 as Arbor Day in the City of Petoskey. I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this 17<sup>th</sup> day of May, 2021

Mayor John Murphy



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**PREPARED:** May 13, 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 May 3, 2021 regular session and May 11, 2021 special joint session City Council meetings; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since May 3, 2021 for contract and vendor claims at \$537,803.33, intergovernmental claims at \$0, and the April 29 and May 13 payrolls at \$415,933.82 for a total of \$953,737.15.

sb  
Enclosures



## CITY COUNCIL

May 3, 2021

A regular meeting of the City of Petoskey City Council was held from virtual locations on Monday, May 3, 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, Petoskey, Emmet County, MI  
Kate Marshall, City Councilmember, Petoskey, Emmet County, MI  
Derek Shiels, City Councilmember, Harbor Springs, Emmet County, MI  
Brian Wagner, City Councilmember, Menasha, Winnebago County, WI  
Lindsey Walker, City Councilmember, Petoskey, Emmet County, MI

Absent: None

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

### **Hear Carbon Dividend Act Presentation**

Ron Marshall, member of the Citizens Climate Lobby, gave a brief presentation on the Energy Innovation and Carbon Dividend Act H.R. 2307 and was asking City Council for their support. Mr. Marshall reviewed the program with a goal of net zero by 2050; that the organization is promoting a bipartisan approach to climate change; that the Act places a steadily rising fee on carbon pollution and returns that money to local economies as a monthly dividend; reviewed that putting a price on carbon can be done quite quickly and reviewed other communities that have enacted a price on carbon; and that local support will help make this happen and bring jobs to the community as well as income to every household and protect fellow residents with respiratory illnesses.

City Council members commented on the amount of bipartisan support and some familiarity with the bill, which was recently reintroduced; inquired on how the City can help promote the program and possible reasons why not to support act; inquired on number of other communities who have supported the legislation; inquired on what administration costs would be; and concurred that Mr. Marshall provide additional information and work with City staff to prepare a draft resolution of support for a future City Council meeting.

### **Hear Deed Restriction Program Presentation**

Yarrow Brown and Steve Schnell, representatives with Housing North, gave a presentation regarding a potential Petoskey deed restriction program. Ms. Brown gave a brief introduction on the program and Housing North. Mr. Schnell, Charlevoix County Housing Ready Program Director, explained how a primary residence deed restriction program works; that the deed restriction is voluntarily put on a property or that a deed restriction is purchased; that there is currently not a funding mechanism to purchase the deed restrictions, but initial outreach by Emily Meyerson, Housing Ready Program Coordinator, with realtors and at least one property owner indicated there may be interest in donation of such restrictions; reviewed how the program is funded which initially was from private donations to a fund administered by the Charlevoix County Community Foundation and is now managed by Housing North, with annual compliance requirements administered by the Charlevoix County Ready Program Director under Housing North; discussed the Charlevoix program and how it could be implemented in Petoskey; reviewed potential documents that could be used to start a program in Petoskey along with a draft agreement between the City and Housing North on program administration, a donation deed restriction and a purchase deed restriction; and that Housing North wasn't looking for City Council support tonight, but rather see if there is an interest in moving forward with such a program and possible agreement.

City Councilmembers commented that it has been identified in the master plan that housing is needed in the community and this tool could be helpful; that this is one of several tools available to help with the housing shortage; that this program might need proper motivation, but might not be the best tool for the community; inquired on how time requirements are enforced; and inquired on what type of people might potentially enroll in this program.

Mr. Schnell responded that a third party enforcer is important and that Housing North works with enforcer and the City Assessor and that residents who want to ensure housing availability in the future typically are those interested and support this type of program.

Mayor Murphy asked for public comments and heard an inquiry for Housing North to address benefits to the work force for this type of project vs. the profits to builders or developers and if there are any controls on this.

### **Hear 2020 Audit Presentation**

Jake Schierbeek and Trina Edwards, Dennis, Gartland & Niergarth representatives, Traverse City, presented information concerning the City's Financial Statements and Report of Independent Certified Public Accountants as the annual audit for the City's fiscal year ended December 31, 2020. Ms. Edwards also reviewed the audit-related communications letter and adjusted journal entries.

City Councilmembers indicated that the percentages that Mr. Schierbeek presented on various items on the financial statements helped to better understand the financials and commended City staff on their efforts with the annual audit.

### **Consent Agenda - Resolution No. 19526**

Following introduction of the consent agenda for this meeting of May 3, 2021, City Councilmember Walker moved that, seconded by City Councilmember Wagner adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the April 19, 2021 regular session City Council meetings be and are hereby approved as amended; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since April 19, 2021 for contract and vendor claims at \$395,004.34, intergovernmental claims at \$0, and the April 15 payroll at \$207,065.59, for a total of \$602,069.93 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

### **Hear Public Comment**

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

### **Hear City Manager Updates**

The City Manager reported that Emmet County recently voted to not participate in funding 1/3 of the schematic drawings cost to further study a detour on the Little Traverse Wheelway and that the City and Resort Township's participation was contingent upon Emmet County which brings a halt to all planning and design efforts associated with the wheelway; that the City received a proposal from the Little Traverse Bay Housing Partnership to consider funding a portion of a full-time Program Director for the organization to promote affordable housing options in Emmet County which will be considered at the May 17 City Council meeting; that the DMB recently cancelled the Summer Open House, Movies in the Park and downtown trolley service due to the ongoing pandemic; that City staff is meeting weekly with the July 4 Committee on potential fireworks and parade with uncertainty if the event can be held due to current MDHHS regulations limiting outdoor event attendance; that a special joint City Council and Planning Commission meeting is scheduled for 5:30 P.M., Tuesday, May 11 to discuss the draft Master Plan; reviewed ongoing infrastructure upgrades on West Jefferson Street other miscellaneous streets and downtown areas; and that approximately 38 new trees have been planted along Atkins Street adjacent to the college and residential neighborhoods.

City Councilmembers inquired if City staff will approach Emmet County again for additional funding. The City Manager responded that hopefully the Emmet County Commissioners decide to reconsider.

### **Approve Donation for Public Safety Department – Resolution No. 19527**

The City Manager reviewed this was a second discussion regarding a \$42,400 donation by Ambassador Ronald Weiser for the purchase of equipment to support the Public Safety Department; reviewed the process of donation request and delivery to City Council; and that there has been nothing asked by Mr. Weiser in return based on the donation.

City Councilmembers commented that the focus on safety and welfare of Petoskey is pertinent and this donation satisfies this concept; heard that when personal donations are made organizations don't ask donors their party affiliation; that if the donation is turned down it would show partisanship; heard the donation acceptance would undermine character of the community based on Mr. Weiser's vulgar comments pertaining to the top three Democratic officials; received several comments from citizens opposed to the donation and that it could bring more complications to the community; and reviewed the purpose of the donation policy that was adopted back in 2016 to deal with Parks and Recreation donations, specifically the Ernest Hemingway statue and doesn't speak well to Public Safety donations.

City Councilmember Wagner moved that, seconded by Mayor Murphy to approve the \$42,400 donation by Ambassador Ronald Weiser for the purchase of equipment to support the Public Safety Department.

City Councilmembers further discussed each section of the donation policy to help make a better decision; reviewed Section IV Guidelines/Standards for Accepting Donations and concluded that items 1-4 were satisfactory, 5-10 not applicable, 11-12a satisfactory, 12b included discussions on past donations made to Public Safety which had no issues and Councilmembers debated with no conclusion; and 12c there were concerns with perception of fair treatment of Mr. Weiser and inquired if the City takes on reputation of the donor; reviewed Mr. Weiser's comments towards the Democratic Governor, Secretary of State and State Attorney General and that they are not acceptable towards women; and heard from those that appreciated the detailed review of the policy.

Mayor Murphy commented that the community will be scarred if donation is denied or accepted and City Council should do what's best for the City.



Mayor Murphy then asked for public comments and heard from those that believe ethics are important and that there could be future favors from donor; heard from those opposed to the donation and that if public safety equipment is critical why doesn't the City purchase rather than needing donor's money; that Mr. Weiser's character hasn't changed since apology and that there is no remorse, that words matter and to not support donation on behalf of women; that situation should be addressed based on principles not people; heard from those urging City Council to not support the donation and establish a policy to never take private donations for the Public Safety Department; that this is not philanthropy, but privatization; that politics need to be separated from philanthropy; that political tests can't be used for accepting donations; and that City Council's job is to do what is best for Petoskey and should rise above this matter.

Said motion was adopted by the following vote:

AYES: Wagner, Walker, Murphy (3)

NAYS: Shiels, Marshall (2)

### **Council Comments**

Mayor Murphy commented that no matter how City Council votes on any matter that he likes how this current Council asks questions and is actively involved.

### **Adjourn to Closed Session – Resolution No. 19528**

City Council was being asked to adopt a resolution that would adjourn to a closed session pursuant to Section 8(c) of the Michigan Open Meetings Act, to consider strategy and negotiations of a collective bargaining agreement.

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

WHEREAS, the City Manager has requested that the City Council adjourn to a closed session, pursuant to Section 8(c) of the Michigan Open Meetings Act, to consider the strategy and negotiations of a collective bargaining agreement, at the City Council's regular meeting of May 3, 2021:

NOW, THEREFORE, BE IT RESOLVED that the City Council does and hereby authorizes to adjourn to a closed session, to consider strategy and negotiations of a collective bargaining agreement.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

There being no further business to come before the City Council, this May 3, 2021, meeting of the City Council adjourned at 10:25 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer



## CITY COUNCIL PLANNING COMMISSION

May 11, 2021

A special joint City Council and Planning Commission meeting was held from virtual locations with staff and the Mayor reporting in the City Hall Council Chambers, Petoskey, Michigan, on Tuesday, May 11, 2021. Roll was called at 5:30 P.M. and the following were:

Present: John Murphy, Mayor, Petoskey, Emmet County, MI  
Kate Marshall, Petoskey, Emmet County, MI  
Derek Shiels, Harbor Springs, Emmet County, MI  
Brian Wagner, Petoskey, Emmet County, MI

Cynthia Linn Robson, Chairperson, Petoskey, Emmet County, MI  
Betony Braddock, Petoskey, Emmet County, MI  
Carolyn Dettmer, Petoskey, Emmet County, MI  
Rose Fitzgerald, Petoskey, Emmet County, MI  
Richard Mooradian, Petoskey, Emmet County, MI  
Richard Neumann, Petoskey, Emmet County, MI

Absent: Lindsey Walker, H. Ted Pall and Kent Warner

Also in attendance were City Manager Robert Straebel, Clerk-Treasurer Alan Terry, City Planner Amy Tweeten and Executive Assistant Sarah Bek.

### **Discuss Livable Petoskey Master Plan Final Draft**

The City Planner gave a brief presentation on the Livable Petoskey Master Plan and that the Planning Commission reviewed City Council changes to the plan and public comments at their April 15 meeting and Commissioners had questions on the intent of some of the Council changes; that Commissioners wanted clarification on two main areas regarding the need and benefits of art in the community and the strategy language was removed; that clarification was also needed on an added goal and strategies under Local Economy – Assets and Opportunities and that Commissioners did not understand the intent of the additions or the role of the City in their implementation dealing with local wealth building.

City Councilmembers and Commissioners discussed the importance of art education; heard inquiries from those on how the City would accomplish advocating for art education funding and how to integrate; heard from those in favor of including the strategy since a lot of public comments talked about it and it would be beneficial to include; and that the strategy language be expanded.

City Councilmembers and Commissioners concurred to change strategy for arts and culture to read as follows: Participate in efforts to ensure arts and cultural education are supported and promoted equitably throughout the community.

The City Planner reviewed that information on community wealth building was included in the packet and that the Michigan Municipal League has changed its focus from place making to community wealth building.

City Councilmembers and Commissioners discussed the term wealth building and that it is a new buzz word; that community wealth is reflected in the City's shared assets; that individual wealth provides benefits to developers; heard a suggestion to use definition from Michigan Municipal League; discussed pros and cons on new goal and strategies and heard from those both in favor and against; that a lot of wealth building ideas are already addressed in other areas of the master plan; heard from those in favor of broadening the language and include the concept of shared wealth with community assets and also to preserve; that community wealth information could be included as a footnote; and Councilmember Shiels reviewed his position on wealth building and the information he supplied in the packet.

City Councilmembers and Commissioners concurred to change the goal and strategies under Local Economy – Assets and Opportunities to read as follows:

Goal: Preserve and build upon community assets in a manner that enhances our shared prosperity and well-being.

Strategies: Encourage discussion of Community Wealth Building business models.

The City Planner reviewed process and that the Planning Commission will review final draft at their May meeting, potentially schedule a public hearing for the June meeting and then will be forwarded to City Council for final approval.

There being no further business to come before the City Council and Planning Commission, this May 11, 2021, special joint meeting adjourned at 6:40 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
04/21	04/29/2021	92832	MUNICIPAL EMPLOYEES	101-345-802.000	550.00- V
05/21	05/05/2021	92912	All-Phase Electric Supply	582-588-785.000	43.47
05/21	05/05/2021	92912	All-Phase Electric Supply	582-586-775.000	134.08
05/21	05/05/2021	92912	All-Phase Electric Supply	582-586-775.000	3.56
05/21	05/05/2021	92912	All-Phase Electric Supply	582-588-785.000	81.94
05/21	05/05/2021	92912	All-Phase Electric Supply	582-586-775.000	13.62
05/21	05/05/2021	92912	All-Phase Electric Supply	101-773-775.000	8.76
05/21	05/05/2021	92913	APX INC.	582-588-915.000	102.67
05/21	05/05/2021	92914	AT&T	101-172-850.000	263.09
05/21	05/05/2021	92914	AT&T	101-201-850.000	140.31
05/21	05/05/2021	92914	AT&T	101-208-850.000	87.70
05/21	05/05/2021	92914	AT&T	101-257-850.000	87.70
05/21	05/05/2021	92914	AT&T	101-215-850.000	70.16
05/21	05/05/2021	92914	AT&T	101-345-850.000	192.93
05/21	05/05/2021	92914	AT&T	582-593-850.000	70.16
05/21	05/05/2021	92914	AT&T	592-549-850.000	105.23
05/21	05/05/2021	92914	AT&T	592-560-850.000	105.21
05/21	05/05/2021	92914	AT&T	101-400-850.000	87.70
05/21	05/05/2021	92914	AT&T	101-756-850.000	105.23
05/21	05/05/2021	92914	AT&T	101-441-850.000	157.85
05/21	05/05/2021	92914	AT&T	204-481-850.000	52.62
05/21	05/05/2021	92914	AT&T	204-481-850.000	52.62
05/21	05/05/2021	92914	AT&T	582-588-850.000	175.39
05/21	05/05/2021	92914	AT&T	592-560-850.000	79.52
05/21	05/05/2021	92914	AT&T	592-560-850.000	86.42
05/21	05/05/2021	92914	AT&T	592-558-920.000	83.29
05/21	05/05/2021	92914	AT&T	592-538-850.000	79.52
05/21	05/05/2021	92914	AT&T	592-538-850.000	79.52
05/21	05/05/2021	92915	Atchison Paper & Supply	271-790-752.000	252.72
05/21	05/05/2021	92916	Ballard's Plumbing & Heating	592-554-802.000	2,185.86
05/21	05/05/2021	92917	Beckett & Raeder Inc.	101-770-802.000	2,360.00
05/21	05/05/2021	92917	Beckett & Raeder Inc.	247-751-802.000	2,020.00
05/21	05/05/2021	92917	Beckett & Raeder Inc.	101-770-970.000	3,197.50
05/21	05/05/2021	92918	Bradford Master Dry Cleaners	101-345-775.000	396.50
05/21	05/05/2021	92919	BS&A Software	101-257-802.000	1,333.00
05/21	05/05/2021	92920	Carter's Imagewear & Awards	101-773-775.000	123.94
05/21	05/05/2021	92921	Center Point Large Print	271-790-760.000	53.14
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	1,747.88
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-268-920.000	1,382.54
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	3,877.21
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	462.77
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-754-920.000	30.52
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	1,810.67
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	582-586-920.000	144.15
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	582-593-920.000	1,759.75
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	592-538-920.000	8,954.45
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	592-542-920.000	144.15
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	592-551-920.000	11,725.28
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	592-555-920.000	946.02
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	371.22
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	1,549.32
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	204-448-920.000	2,700.00
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	271-790-920.000	2,515.54
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	514-587-802.100	49.07
05/21	05/05/2021	92922	CITY TREAS. FOR UTILITY BILLS	514-587-920.000	85.85
05/21	05/05/2021	92923	Complete Paint & Supplies	101-770-775.000	263.27

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
05/21	05/05/2021	92924	Contractors Supply Inc.	101-773-931.000	96.00
05/21	05/05/2021	92925	David L Hoffman Landscaping & Nursery	204-470-802.000	1,715.00
05/21	05/05/2021	92925	David L Hoffman Landscaping & Nursery	204-470-802.000	650.00
05/21	05/05/2021	92926	Derrer Oil Co.	661-598-759.000	2,266.24
05/21	05/05/2021	92927	Drost Landscape	247-751-802.000	5,776.74
05/21	05/05/2021	92927	Drost Landscape	101-770-802.100	2,500.66
05/21	05/05/2021	92927	Drost Landscape	592-554-802.000	659.10
05/21	05/05/2021	92928	EJ USA Inc.	592-010-111.000	1,354.66
05/21	05/05/2021	92928	EJ USA Inc.	592-010-111.000	1,853.38
05/21	05/05/2021	92929	EMMET AUTO	514-587-802.200	120.89
05/21	05/05/2021	92930	Emmet Brick & Block Co.	204-010-111.000	321.75
05/21	05/05/2021	92931	Englebrecht, Robert	101-257-802.100	3,750.00
05/21	05/05/2021	92932	Environmental Resource Assoc.	592-553-801.000	826.78
05/21	05/05/2021	92933	Fastenal Company	582-586-775.000	22.60
05/21	05/05/2021	92933	Fastenal Company	582-586-775.000	22.60
05/21	05/05/2021	92934	Ferguson Enterprises LLC #2000	101-265-930.000	33.87
05/21	05/05/2021	92935	Gibby's Garage	101-756-775.000	100.00
05/21	05/05/2021	92935	Gibby's Garage	582-586-802.000	68.00
05/21	05/05/2021	92935	Gibby's Garage	582-593-930.000	442.00
05/21	05/05/2021	92935	Gibby's Garage	661-598-931.000	204.00
05/21	05/05/2021	92935	Gibby's Garage	661-598-932.000	1,088.00
05/21	05/05/2021	92935	Gibby's Garage	101-789-802.000	340.00
05/21	05/05/2021	92935	Gibby's Garage	582-593-930.000	238.00
05/21	05/05/2021	92935	Gibby's Garage	661-598-931.000	408.00
05/21	05/05/2021	92935	Gibby's Garage	661-598-932.000	170.00
05/21	05/05/2021	92936	Gibson Excavating LLC	592-544-802.000	3,725.00
05/21	05/05/2021	92936	Gibson Excavating LLC	592-545-802.000	1,375.00
05/21	05/05/2021	92936	Gibson Excavating LLC	592-554-802.000	515.00
05/21	05/05/2021	92937	Great Lakes Pipe & Supply	101-773-931.000	24.56
05/21	05/05/2021	92937	Great Lakes Pipe & Supply	101-773-931.000	188.94
05/21	05/05/2021	92937	Great Lakes Pipe & Supply	101-789-775.000	21.87
05/21	05/05/2021	92937	Great Lakes Pipe & Supply	101-789-775.000	24.63
05/21	05/05/2021	92938	Haley's Plumbing & Heating	592-547-802.000	120.00
05/21	05/05/2021	92938	Haley's Plumbing & Heating	592-547-802.000	120.00
05/21	05/05/2021	92939	HARBOR FENCE COMPANY	101-770-775.000	2,400.55
05/21	05/05/2021	92940	Harbor Springs Excavating	661-010-111.000	4,700.00
05/21	05/05/2021	92941	Home Builders Association of Northern MI	101-770-912.000	800.00
05/21	05/05/2021	92942	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
05/21	05/05/2021	92942	Kring Chevrolet Cadillac, Dave	661-598-932.000	52.85
05/21	05/05/2021	92943	LIBRARY JOURNAL	271-790-760.400	157.99
05/21	05/05/2021	92944	Meyer Ace Hardware	514-587-775.000	12.02
05/21	05/05/2021	92944	Meyer Ace Hardware	514-587-802.100	24.28
05/21	05/05/2021	92945	Michigan AgriBusiness Solutions	592-551-806.000	816.07
05/21	05/05/2021	92946	Michigan Association of Planning	101-400-915.000	925.00
05/21	05/05/2021	92947	MICHIGAN STATE UNIVERSITY	101-400-912.000	165.00
05/21	05/05/2021	92948	MICPA	101-215-915.000	320.00
05/21	05/05/2021	92949	MIDWEST COLLABORATIVE	271-790-912.000	15.00
05/21	05/05/2021	92949	MIDWEST COLLABORATIVE	271-790-912.000	15.00
05/21	05/05/2021	92950	Mitchell Graphics Inc.	271-790-905.000	280.00
05/21	05/05/2021	92951	North Central Laboratories	592-553-775.000	87.48
05/21	05/05/2021	92952	Northern A-1 Environmental Services	592-555-802.000	2,314.72
05/21	05/05/2021	92952	Northern A-1 Environmental Services	592-558-802.000	5,555.28
05/21	05/05/2021	92953	Performance Painting	582-590-802.000	700.00
05/21	05/05/2021	92953	Performance Painting	514-587-802.000	1,635.00
05/21	05/05/2021	92953	Performance Painting	202-475-802.000	120.00
05/21	05/05/2021	92954	Petoskey High School	271-790-760.000	40.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
05/21	05/05/2021	92955	Plunkett Cooney	101-266-802.000	402.41
05/21	05/05/2021	92955	Plunkett Cooney	204-481-802.000	402.41
05/21	05/05/2021	92955	Plunkett Cooney	582-588-802.000	402.41
05/21	05/05/2021	92955	Plunkett Cooney	592-549-802.000	402.41
05/21	05/05/2021	92955	Plunkett Cooney	592-560-802.000	402.41
05/21	05/05/2021	92955	Plunkett Cooney	101-266-802.000	4,375.45
05/21	05/05/2021	92956	Pontius Flower Shop, A.R.	248-739-774.000	127.20
05/21	05/05/2021	92957	Power Line Supply	582-010-111.000	208.00
05/21	05/05/2021	92957	Power Line Supply	582-586-775.000	528.30
05/21	05/05/2021	92957	Power Line Supply	582-586-775.000	88.00
05/21	05/05/2021	92957	Power Line Supply	582-586-775.000	54.72
05/21	05/05/2021	92957	Power Line Supply	582-010-111.000	3,382.50
05/21	05/05/2021	92957	Power Line Supply	582-010-111.000	4,420.00
05/21	05/05/2021	92957	Power Line Supply	582-586-775.000	615.72
05/21	05/05/2021	92957	Power Line Supply	582-010-111.000	4,425.00
05/21	05/05/2021	92957	Power Line Supply	582-586-775.000	209.68
05/21	05/05/2021	92957	Power Line Supply	582-010-111.000	1,482.30
05/21	05/05/2021	92957	Power Line Supply	582-586-775.000	254.46
05/21	05/05/2021	92958	Proclean North	592-554-802.000	786.50
05/21	05/05/2021	92959	Ryan Brothers Inc.	203-451-802.000	4,070.50
05/21	05/05/2021	92959	Ryan Brothers Inc.	204-444-802.000	5,332.40
05/21	05/05/2021	92959	Ryan Brothers Inc.	592-025-343.000	14,303.00
05/21	05/05/2021	92960	Scholastic Inc.	271-790-958.000	129.12
05/21	05/05/2021	92961	SEPLA	101-345-913.000	375.00
05/21	05/05/2021	92962	SiteOne Landscape Supply	101-770-775.000	287.80
05/21	05/05/2021	92962	SiteOne Landscape Supply	101-754-775.000	39.19
05/21	05/05/2021	92962	SiteOne Landscape Supply	101-754-775.000	4.43
05/21	05/05/2021	92962	SiteOne Landscape Supply	101-770-775.000	87.92
05/21	05/05/2021	92963	Spectrum Business	582-588-850.000	96.41
05/21	05/05/2021	92963	Spectrum Business	582-588-850.000	96.41
05/21	05/05/2021	92964	Standard Electric Company	582-010-111.000	5,011.71
05/21	05/05/2021	92964	Standard Electric Company	582-590-775.000	75.56
05/21	05/05/2021	92964	Standard Electric Company	582-586-775.000	349.02
05/21	05/05/2021	92965	Staples Advantage	101-172-751.000	15.95
05/21	05/05/2021	92965	Staples Advantage	101-201-751.000	15.95
05/21	05/05/2021	92965	Staples Advantage	101-208-751.000	11.16
05/21	05/05/2021	92965	Staples Advantage	101-257-751.000	7.97
05/21	05/05/2021	92965	Staples Advantage	101-215-751.000	9.57
05/21	05/05/2021	92965	Staples Advantage	101-345-751.000	41.49
05/21	05/05/2021	92965	Staples Advantage	101-262-751.000	6.13
05/21	05/05/2021	92965	Staples Advantage	101-773-775.000	157.05
05/21	05/05/2021	92965	Staples Advantage	101-400-751.000	7.97
05/21	05/05/2021	92965	Staples Advantage	101-441-751.000	23.92
05/21	05/05/2021	92965	Staples Advantage	101-770-751.000	4.78
05/21	05/05/2021	92965	Staples Advantage	101-773-775.000	1.59
05/21	05/05/2021	92965	Staples Advantage	101-756-751.000	15.95
05/21	05/05/2021	92965	Staples Advantage	101-789-751.000	3.19
05/21	05/05/2021	92966	State of Michigan-Department of LARA	582-081-642.300	3,629.99
05/21	05/05/2021	92966	State of Michigan-Department of LARA	582-081-642.400	719.81
05/21	05/05/2021	92966	State of Michigan-Department of LARA	582-081-642.500	4.55
05/21	05/05/2021	92966	State of Michigan-Department of LARA	582-081-642.200	164.71
05/21	05/05/2021	92967	Summit Fire Protection	271-790-802.000	540.00
05/21	05/05/2021	92967	Summit Fire Protection	271-790-930.000	2,638.00
05/21	05/05/2021	92968	Trace Analytical Laboratories LLC	592-553-801.000	247.00
05/21	05/05/2021	92969	Traffic & Safety Control Systems Inc.	514-587-802.000	81.00
05/21	05/05/2021	92970	UPS Store, The	592-553-801.000	172.76



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05/21	05/05/2021	92971	USA Blue Book	592-545-775.000	972.93
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	177.41
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	16.07
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	110.69
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	38.17
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	357.90
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	22.20
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	14.80
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	24.07
05/21	05/05/2021	92974	Preston Feather	101-265-930.000	14.65
05/21	05/05/2021	92974	Preston Feather	101-265-930.000	21.09
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	23.13
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	117.12
05/21	05/05/2021	92974	Preston Feather	101-268-930.000	44.04
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	19.98
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	225.40
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	2.00-
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	22.53-
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	1.61-
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	11.07-
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	2.22-
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	35.80-
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	11.71-
05/21	05/05/2021	92974	Preston Feather	101-268-930.000	4.40-
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	2.31-
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	3.82-
05/21	05/05/2021	92974	Preston Feather	101-770-775.000	1.48-
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	2.41-
05/21	05/05/2021	92974	Preston Feather	101-789-775.000	17.74-
05/21	05/05/2021	92974	Preston Feather	101-265-930.000	2.11-
05/21	05/05/2021	92974	Preston Feather	101-265-930.000	1.47-
05/21	05/05/2021	92975	Royal Tire	101-268-802.000	36.62
05/21	05/12/2021	92978	5H Irrigation & Maintenance	101-528-802.000	2,847.50
05/21	05/12/2021	92979	Airgas USA LLC	661-598-785.000	27.43
05/21	05/12/2021	92979	Airgas USA LLC	661-598-785.000	53.95
05/21	05/12/2021	92980	American Waste	101-773-931.000	192.50
05/21	05/12/2021	92980	American Waste	101-265-802.000	192.50
05/21	05/12/2021	92980	American Waste	101-770-802.000	192.50
05/21	05/12/2021	92980	American Waste	101-754-802.000	192.50
05/21	05/12/2021	92980	American Waste	582-593-930.000	175.95
05/21	05/12/2021	92980	American Waste	101-770-802.000	225.24
05/21	05/12/2021	92980	American Waste	101-756-802.000	92.14
05/21	05/12/2021	92980	American Waste	101-789-802.000	102.38
05/21	05/12/2021	92980	American Waste	101-754-802.000	235.47
05/21	05/12/2021	92980	American Waste	101-268-802.000	143.33
05/21	05/12/2021	92980	American Waste	101-265-802.000	225.24
05/21	05/12/2021	92981	AT&T	592-560-850.000	168.04
05/21	05/12/2021	92981	AT&T	592-558-920.000	79.43
05/21	05/12/2021	92981	AT&T	582-593-850.000	127.20
05/21	05/12/2021	92982	Atchison Paper & Supply	271-790-752.000	43.74
05/21	05/12/2021	92983	Beckett & Raeder Inc.	582-588-802.000	1,160.00
05/21	05/12/2021	92984	Benchmark Engineering Inc.	592-025-343.000	403.00
05/21	05/12/2021	92984	Benchmark Engineering Inc.	204-481-802.000	168.00
05/21	05/12/2021	92984	Benchmark Engineering Inc.	592-549-802.000	196.00
05/21	05/12/2021	92985	Canada, Kathryn Lee	271-790-802.000	210.00
05/21	05/12/2021	92986	Carter's Imagewear & Awards	101-773-767.000	173.20

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05/21	05/12/2021	92986	Carter's Imagewear & Awards	101-773-767.000	97.40
05/21	05/12/2021	92987	CDW Government	592-560-802.000	902.64
05/21	05/12/2021	92987	CDW Government	592-560-802.000	902.64-
05/21	05/12/2021	92987	CDW Government	101-228-775.000	1,852.96
05/21	05/12/2021	92987	CDW Government	101-228-775.000	1,369.06
05/21	05/12/2021	92987	CDW Government	101-228-802.000	3,034.30
05/21	05/12/2021	92988	Char-Em United Way	701-000-230.800	51.50
05/21	05/12/2021	92989	Charlevoix-Emmet ISD	703-040-234.220	1,649.00
05/21	05/12/2021	92989	Charlevoix-Emmet ISD	703-040-233.000	33.08
05/21	05/12/2021	92990	Cintas Corp #729	582-593-930.000	33.72
05/21	05/12/2021	92990	Cintas Corp #729	204-481-767.000	71.63
05/21	05/12/2021	92990	Cintas Corp #729	582-588-767.000	69.63
05/21	05/12/2021	92990	Cintas Corp #729	592-560-767.000	35.58
05/21	05/12/2021	92990	Cintas Corp #729	592-549-767.000	35.59
05/21	05/12/2021	92990	Cintas Corp #729	592-544-802.000	45.45
05/21	05/12/2021	92990	Cintas Corp #729	582-593-930.000	9.07
05/21	05/12/2021	92990	Cintas Corp #729	204-481-767.000	71.63
05/21	05/12/2021	92990	Cintas Corp #729	582-588-767.000	69.63
05/21	05/12/2021	92990	Cintas Corp #729	592-560-767.000	35.58
05/21	05/12/2021	92990	Cintas Corp #729	592-549-767.000	35.59
05/21	05/12/2021	92991	Collias-Glaser, Helene Kay	271-790-802.000	270.00
05/21	05/12/2021	92992	Complete Paint & Supplies	101-789-775.000	452.10
05/21	05/12/2021	92992	Complete Paint & Supplies	101-773-775.000	140.47
05/21	05/12/2021	92992	Complete Paint & Supplies	101-789-775.000	47.94
05/21	05/12/2021	92993	Consort Display Group	101-770-775.000	1,293.98
05/21	05/12/2021	92994	ConvergeOne Inc.	101-773-802.000	9,899.59
05/21	05/12/2021	92994	ConvergeOne Inc.	101-789-802.000	9,899.59
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	204-470-802.000	2,181.75
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	204-470-802.000	3,872.00
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	101-754-802.100	1,242.00
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	101-770-802.100	4,562.00
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	247-751-802.000	1,700.00
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	204-470-802.000	33,368.00
05/21	05/12/2021	92995	David L Hoffman Landscaping & Nursery	204-470-802.000	5,880.00
05/21	05/12/2021	92996	Decka Digital LLC	101-773-775.000	191.00
05/21	05/12/2021	92997	Derrer Oil Co.	661-598-759.000	1,712.10
05/21	05/12/2021	92998	Dinon Law PLLC	101-266-802.000	1,172.50
05/21	05/12/2021	92999	Ducastel, Barbara	271-790-802.000	420.00
05/21	05/12/2021	93000	Dunkel Excavating Services Inc.	202-469-775.000	399.75
05/21	05/12/2021	93001	Dunn's Business Solutions	204-481-751.000	46.27
05/21	05/12/2021	93001	Dunn's Business Solutions	582-593-751.000	46.28
05/21	05/12/2021	93001	Dunn's Business Solutions	582-588-751.000	46.28
05/21	05/12/2021	93001	Dunn's Business Solutions	592-549-751.000	46.28
05/21	05/12/2021	93001	Dunn's Business Solutions	592-560-751.000	46.28
05/21	05/12/2021	93001	Dunn's Business Solutions	661-598-751.000	46.28
05/21	05/12/2021	93002	Emmet Co. Dept of Public Works	101-529-802.000	7,290.55
05/21	05/12/2021	93003	EMMET COUNTY EQUALIZATION DEPT	101-215-802.000	358.70
05/21	05/12/2021	93004	Emmet County Treasurer	703-040-222.220	198.44
05/21	05/12/2021	93004	Emmet County Treasurer	703-040-222.220	279.66
05/21	05/12/2021	93004	Emmet County Treasurer	703-040-233.000	3.98
05/21	05/12/2021	93004	Emmet County Treasurer	703-040-233.000	5.61
05/21	05/12/2021	93005	EMMET PLUMBING & HEATING	101-773-802.000	496.71
05/21	05/12/2021	93006	Empiric Solutions Inc.	101-228-802.000	8,654.00
05/21	05/12/2021	93007	Environmental Resource Assoc.	592-553-801.000	1,428.27
05/21	05/12/2021	93008	Etna Supply	592-010-111.000	930.00
05/21	05/12/2021	93008	Etna Supply	592-010-111.000	465.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
05/21	05/12/2021	93008	Etna Supply	592-010-111.000	2,598.00
05/21	05/12/2021	93008	Etna Supply	592-010-111.000	2,200.00
05/21	05/12/2021	93008	Etna Supply	592-010-111.000	336.00
05/21	05/12/2021	93008	Etna Supply	592-010-111.000	143.00
05/21	05/12/2021	93009	Fraternal Order of Police	701-000-230.400	946.00
05/21	05/12/2021	93010	Gale/Cengage Learning	271-790-760.000	198.33
05/21	05/12/2021	93011	Gordon Food Service	661-598-751.000	16.32
05/21	05/12/2021	93011	Gordon Food Service	204-481-751.000	16.32
05/21	05/12/2021	93011	Gordon Food Service	582-588-751.000	16.32
05/21	05/12/2021	93011	Gordon Food Service	582-593-751.000	16.33
05/21	05/12/2021	93011	Gordon Food Service	592-549-751.000	16.33
05/21	05/12/2021	93011	Gordon Food Service	592-549-751.000	16.33
05/21	05/12/2021	93011	Gordon Food Service	101-770-771.000	38.62
05/21	05/12/2021	93011	Gordon Food Service	101-268-775.000	397.35
05/21	05/12/2021	93012	GREENWOOD CEMETERY BOARD	703-040-238.220	250.13
05/21	05/12/2021	93012	GREENWOOD CEMETERY BOARD	703-040-233.000	5.02
05/21	05/12/2021	93013	HARBOR FENCE COMPANY	101-773-931.000	2,311.44
05/21	05/12/2021	93014	Harrell's LLC	101-770-775.000	320.00
05/21	05/12/2021	93014	Harrell's LLC	101-770-775.000	2,000.00
05/21	05/12/2021	93014	Harrell's LLC	101-756-775.000	1,000.00
05/21	05/12/2021	93014	Harrell's LLC	101-789-775.000	538.00
05/21	05/12/2021	93014	Harrell's LLC	101-756-775.000	627.00
05/21	05/12/2021	93014	Harrell's LLC	101-756-775.000	680.00
05/21	05/12/2021	93014	Harrell's LLC	101-756-775.000	33.00
05/21	05/12/2021	93015	Himebauch, Kelly L	271-790-802.000	540.00
05/21	05/12/2021	93016	Hummel, Jon	101-770-767.000	42.49
05/21	05/12/2021	93017	HydroCorp	592-545-802.000	1,768.00
05/21	05/12/2021	93018	Idexx Distribution Inc.	592-553-775.000	366.45
05/21	05/12/2021	93018	Idexx Distribution Inc.	592-553-775.000	277.20
05/21	05/12/2021	93019	Jakeway, Patricia	271-790-802.000	540.00
05/21	05/12/2021	93020	Knickerbocker, Lynsa	271-790-802.000	300.00
05/21	05/12/2021	93021	LATITUDE 45	101-789-985.000	1,059.98
05/21	05/12/2021	93022	Lexipol	101-345-802.000	1,280.00
05/21	05/12/2021	93023	LexisNexis Risk Data Management Inc.	101-208-802.000	150.00
05/21	05/12/2021	93023	LexisNexis Risk Data Management Inc.	514-587-802.000	150.00
05/21	05/12/2021	93024	Lowery Underground Service	582-020-360.000	2,720.00
05/21	05/12/2021	93024	Lowery Underground Service	582-598-802.000	2,035.00
05/21	05/12/2021	93024	Lowery Underground Service	204-470-802.000	1,000.00
05/21	05/12/2021	93024	Lowery Underground Service	101-770-802.000	960.00
05/21	05/12/2021	93024	Lowery Underground Service	582-578-802.000	720.00
05/21	05/12/2021	93024	Lowery Underground Service	582-590-802.000	1,550.00
05/21	05/12/2021	93024	Lowery Underground Service	582-590-802.000	2,500.00
05/21	05/12/2021	93024	Lowery Underground Service	582-586-802.000	3,940.00
05/21	05/12/2021	93024	Lowery Underground Service	582-598-802.000	1,030.00
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-931.000	115.52
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-931.000	245.13-
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	592-555-775.000	562.30
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	592-555-775.000	144.00-
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-931.000	150.06
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-932.000	103.15
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-932.000	5.24
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	101-789-775.000	35.66
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-785.000	14.39
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-931.000	281.15
05/21	05/12/2021	93025	Lynn Auto Parts Inc.	661-598-931.000	72.00-
05/21	05/12/2021	93026	McCardel Culligan	101-770-802.000	8.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
05/21	05/12/2021	93027	MICHIGAN BOATING INDUSTRIES	101-789-912.000	295.00
05/21	05/12/2021	93028	Michigan Clean Marina Foundation	101-789-802.000	600.00
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	204-481-724.000	19,299.96
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-789-724.000	1,209.08
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	592-549-724.000	6,268.92
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	592-560-724.000	6,268.92
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	582-588-724.000	6,055.36
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-345-724.000	30,297.97
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-257-802.100	377.56
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-441-724.000	371.62
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-400-724.000	377.56
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-754-724.000	769.33
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-265-724.000	564.18
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-770-724.000	3,043.99
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-756-724.000	1,641.24
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-773-724.000	1,213.83
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	514-587-724.000	1,744.88
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-345-724.000	75.20
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-441-724.000	319.33
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-215-724.000	486.57
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-262-724.000	27.46
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-101-724.000	32.31
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	271-790-724.000	2,049.49
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-268-724.000	882.72
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-345-724.000	128.08
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-201-724.000	452.85
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-208-724.000	127.66
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-172-724.000	483.60
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-770-724.000	284.76
05/21	05/12/2021	93029	MICHIGAN MUNICIPAL LEAGUE WC FUND	101-400-724.000	24.57
05/21	05/12/2021	93030	MICHIGAN PIPE & VALVE	202-469-775.000	136.00
05/21	05/12/2021	93030	MICHIGAN PIPE & VALVE	203-469-775.000	136.00
05/21	05/12/2021	93030	MICHIGAN PIPE & VALVE	592-556-775.000	136.00
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	29.99
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	79.98
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	22.49
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	79.97
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	39.99
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	117.74
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	44.99
05/21	05/12/2021	93031	Midwest Tape	271-790-761.000	61.97
05/21	05/12/2021	93032	Miller Canfield Paddock and	101-266-802.000	1,505.72
05/21	05/12/2021	93033	North Central Mich. College	703-040-235.220	436.28
05/21	05/12/2021	93033	North Central Mich. College	703-040-235.220	391.90
05/21	05/12/2021	93033	North Central Mich. College	703-040-233.000	8.75
05/21	05/12/2021	93033	North Central Mich. College	703-040-233.000	7.86
05/21	05/12/2021	93034	Northern Michigan Hardwoods	101-770-931.000	688.00
05/21	05/12/2021	93035	OCLC Inc.	271-790-802.000	10.25
05/21	05/12/2021	93036	P.C. Lawn Care	582-584-802.000	45.00
05/21	05/12/2021	93036	P.C. Lawn Care	582-584-802.000	90.00
05/21	05/12/2021	93036	P.C. Lawn Care	582-593-930.000	1,496.60
05/21	05/12/2021	93036	P.C. Lawn Care	582-584-802.000	35.00
05/21	05/12/2021	93036	P.C. Lawn Care	592-554-802.000	290.00
05/21	05/12/2021	93036	P.C. Lawn Care	101-345-802.100	100.00
05/21	05/12/2021	93036	P.C. Lawn Care	592-537-802.000	240.00
05/21	05/12/2021	93036	P.C. Lawn Care	592-558-802.000	255.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
05/21	05/12/2021	93037	Peninsula Fiber Network LLC	101-228-850.000	446.00
05/21	05/12/2021	93038	Petoskey Parts Plus	661-598-932.000	95.33
05/21	05/12/2021	93039	Power Line Supply	582-586-775.000	946.80
05/21	05/12/2021	93039	Power Line Supply	582-592-775.000	845.00
05/21	05/12/2021	93039	Power Line Supply	582-586-775.000	120.00
05/21	05/12/2021	93039	Power Line Supply	582-010-111.000	780.00
05/21	05/12/2021	93039	Power Line Supply	582-010-111.000	208.00-
05/21	05/12/2021	93040	Preston Feather	204-010-111.000	671.58
05/21	05/12/2021	93040	Preston Feather	204-010-111.000	67.16-
05/21	05/12/2021	93041	Pro Image Design	101-770-775.000	210.00
05/21	05/12/2021	93042	Quality Car & Truck Repair Inc.	101-345-775.000	324.74
05/21	05/12/2021	93043	Range Telecommunications	204-481-850.000	50.00
05/21	05/12/2021	93043	Range Telecommunications	101-756-850.000	25.00
05/21	05/12/2021	93043	Range Telecommunications	582-593-850.000	75.00
05/21	05/12/2021	93043	Range Telecommunications	592-560-850.000	28.50
05/21	05/12/2021	93043	Range Telecommunications	592-549-850.000	28.50
05/21	05/12/2021	93044	Sanisweep Inc.	202-466-802.000	3,720.00
05/21	05/12/2021	93044	Sanisweep Inc.	203-466-802.000	3,720.00
05/21	05/12/2021	93045	Spartan Distributors Inc.	661-598-931.000	620.09
05/21	05/12/2021	93046	Spectrum Business	592-560-850.000	38.29
05/21	05/12/2021	93046	Spectrum Business	101-172-850.000	22.50
05/21	05/12/2021	93046	Spectrum Business	101-201-850.000	18.00
05/21	05/12/2021	93046	Spectrum Business	101-208-850.000	11.25
05/21	05/12/2021	93046	Spectrum Business	101-257-850.000	11.25
05/21	05/12/2021	93046	Spectrum Business	101-215-850.000	9.00
05/21	05/12/2021	93046	Spectrum Business	101-345-850.000	24.75
05/21	05/12/2021	93046	Spectrum Business	582-593-850.000	9.00
05/21	05/12/2021	93046	Spectrum Business	592-549-850.000	13.50
05/21	05/12/2021	93046	Spectrum Business	592-560-850.000	13.50
05/21	05/12/2021	93046	Spectrum Business	101-770-850.000	4.50
05/21	05/12/2021	93046	Spectrum Business	101-773-850.000	4.50
05/21	05/12/2021	93046	Spectrum Business	101-789-850.000	4.48
05/21	05/12/2021	93046	Spectrum Business	101-400-850.000	11.25
05/21	05/12/2021	93046	Spectrum Business	101-441-850.000	20.25
05/21	05/12/2021	93046	Spectrum Business	101-756-850.000	11.25
05/21	05/12/2021	93046	Spectrum Business	204-481-850.000	6.75
05/21	05/12/2021	93046	Spectrum Business	204-481-850.000	6.75
05/21	05/12/2021	93046	Spectrum Business	582-588-850.000	22.50
05/21	05/12/2021	93047	Sure Lock & Homes LLC	101-773-931.000	1,280.00
05/21	05/12/2021	93048	T-Mobile	271-790-850.000	395.25
05/21	05/12/2021	93049	Todd Wenzel Buick GMC	661-020-142.000	29,841.75
05/21	05/12/2021	93050	Truck & Trailer Specialties	661-020-142.000	238.14
05/21	05/12/2021	93051	TwoGlassGents	582-590-802.000	1,825.00
05/21	05/12/2021	93052	Unique Paving Materials Corp.	661-010-111.000	5,704.54
05/21	05/12/2021	93053	UpNorth Fire & Safety LLC	101-345-775.000	295.00
05/21	05/12/2021	93054	Utility Financial Solutions LLC	582-588-802.000	920.00
05/21	05/12/2021	93055	Verizon Wireless	101-345-850.000	77.90
05/21	05/12/2021	93055	Verizon Wireless	592-549-850.000	1.09
05/21	05/12/2021	93055	Verizon Wireless	582-588-850.000	6.64
05/21	05/12/2021	93055	Verizon Wireless	101-345-850.000	36.01
05/21	05/12/2021	93055	Verizon Wireless	101-770-850.000	36.01
05/21	05/12/2021	93055	Verizon Wireless	101-773-850.000	52.81
05/21	05/12/2021	93055	Verizon Wireless	101-789-850.000	94.18
05/21	05/12/2021	93055	Verizon Wireless	101-770-850.000	72.02
05/21	05/12/2021	93055	Verizon Wireless	101-345-850.000	36.01
05/21	05/12/2021	93055	Verizon Wireless	592-538-850.000	80.34

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
05/21	05/12/2021	93055	Verizon Wireless	101-345-850.000	80.94
05/21	05/12/2021	93055	Verizon Wireless	592-538-920.000	280.07
05/21	05/12/2021	93056	Voorheis, Margaret Ann	271-790-802.000	390.00
05/21	05/12/2021	93057	TEAMSTERS LOCAL #214	701-000-230.400	1,043.00
05/21	05/12/2021	93058	Thompson Park Avenue Properties LLC	514-587-802.100	789.37
05/21	05/12/2021	999169	ACH-CHILD SUPPORT	701-000-230.160	160.23
05/21	05/12/2021	999170	ACH-EFTPS	701-000-230.200	12,766.18
05/21	05/12/2021	999170	ACH-EFTPS	701-000-230.100	22,420.68
05/21	05/12/2021	999170	ACH-EFTPS	701-000-230.200	12,766.18
05/21	05/12/2021	999170	ACH-EFTPS	701-000-230.200	2,985.65
05/21	05/12/2021	999170	ACH-EFTPS	701-000-230.200	2,985.65
05/21	05/12/2021	999171	ACH-ICMA 457	701-000-230.700	2,022.12
05/21	05/12/2021	999171	ACH-ICMA 457	701-000-230.700	5,620.00
05/21	05/12/2021	999172	ICMA 401	701-000-230.700	654.08
05/21	05/12/2021	999173	ICMA-ROTH	701-000-230.900	595.00
Grand Totals:					<u>535,927.65</u>



## Report Criteria:

Check.Check issue date = 04/29/2021-05/12/2021

Check Number	Check Issue Date	Name	GL Account	Amount
87458	05/04/2021	Gladiator LLC	592000367000	1,400.00-
92840	05/04/2021	Morley, Chris & Liisa	101090644030	658.00-
92903	05/05/2021	Britton, Emily	101756808110	45.00
92904	05/05/2021	Crosby, Robert	582040285000	35.19
92905	05/05/2021	Duarte-Martinez, Tatiana	582040285000	26.52
92906	05/05/2021	Gladiator LLC	592000367000	1,400.00
92907	05/05/2021	Grain Train Cafe'	582040285000	950.13
92908	05/05/2021	Hatt, Stephen B.	101090644030	1,000.00
92909	05/05/2021	Kovacs, Elizabeth	582040285000	41.52
92910	05/05/2021	Motown Digital, LLC	582040285000	195.32
92911	05/05/2021	Zielinski, Joseph	101756808110	45.00
92976	05/12/2021	Friske, Rebecca	101756808140	70.00
92977	05/12/2021	Gengle, Mark	101756808120	125.00
Grand Totals:				1,875.68



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**PREPARED:** May 13, 2021

**AGENDA SUBJECT:** Appointment Recommendations

**RECOMMENDATION:** That the City Council consider these appointments

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

- BOARD OF REVIEW – Reappointment of Joseph Nachtrab, 1211 Aspen Way, for a three-year term ending April 2024;
- DOWNTOWN MANAGEMENT BOARD – Appointment of Joe Keedy, 504 Liberty Street, to fill a vacated term ending December 2024;
- GREENWOOD CEMETERY BOARD – Appointment of Lynn Duse, 925 Waukazoo Avenue, to fill a vacated term ending May 2023 and reappointment of Amy Tweeten, 814 Jennings Avenue, for a five-year term ending May 2026;
- PARKS & RECREATION COMMISSION – Appointment of Cody Wilcox, 1200 Willis Avenue, for a two-year term ending January 2023;
- PLANNING COMMISSION – Appointment of Charles Willmott, 1128 Valley View Avenue, to fill a vacated term ending August 2021;
- TIFA – Reappointment of Gary Hunter, 616 Lockwood Avenue, George Robson, 606 Grove Street, and Clark Smith, 710 Michigan Street, all for four-year terms ending April 2025; and
- ZONING BOARD OF APPEALS – Reappointment of Mary Clinton, 1004 Howard Street, and Jim Knibbs, 616 Bay Street, both for three-year terms ending April 2024.

sb  
Enclosures



# City of Petoskey

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

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MAY 10 2021

CITY OF PETOSKEY  
CITY MANAGER

43

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Nachtrab			Joseph			T			■ Date	05			09			21			
	Last						First						Initial							
■ Residence Address	1211		Aspen			Petoskey			MI		49770			■ Home Phone	419		450		0043	
	Number		Street			City			State		Zip									
■ Email Address	Joe@northhavengroup.com												■ Work Phone							

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? Board of Review
- How do you believe your appointment would benefit the City? I have a good understanding of the real estate tax system in Petoskey and an appreciation of the importance of fair valuations to the funding of our City services.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I have been a member of the Review Board for a number of years
- How many continuous years have you lived in Petoskey? 20 years
- Any other helpful information relevant to your application

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

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

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

Applicant Signature: Joseph T. Nachtrab Date: 5/9/21





# City of Petoskey

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

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MAY 04 2021

CITY OF PETOSKEY  
CITY MANAGER

CB

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Keedy			Joe			R			■ Date	4			30			2021								
	Last			First			Initial																		
■ Residence Address	504			Liberty Street			Petoskey			MI			49770			■ Home Phone	231			838			6337		
	Number			Street			City			State			Zip												
■ Email Address	joe@wineguysgroup.com															■ Work Phone	231			347			0101		

Please answer the following questions using the space provided.

1. What Board or Commission interests you and why are you applying? Downtown Management Board. I want this downtown to continue to grow and thrive. The DMB has great resources and opportunity to build towards the future with the collaboration of many business owners. I would love the opportunity to help make those decisions.
2. How do you believe your appointment would benefit the City? I have years of experience operating small businesses in the downtown. I have lived in this area for over 20 years and have a deep commitment to making it a great place for the next 50 years.
3. Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I am on the TIFA board.
4. How many continuous years have you lived in Petoskey? 5 (21 total)
5. Any other helpful information relevant to your application. \_\_\_\_\_

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

- ☒ YES ☐ NO Are you a City of Petoskey registered voter?
- ☐ YES ☒ NO Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? \_\_\_\_\_
- ☒ YES ☐ NO Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.  
I am a partner in 3 downtown restaurants and own a home in downtown.

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Applicant Signature: \_\_\_\_\_ Date: 4/1/21

# Joseph Keedy

504 Liberty Street • Petoskey, MI 49770  
(231) 838-6337 • [joe.keedy23@gmail.com](mailto:joe.keedy23@gmail.com)

## EXPERIENCE

### **CITY PARK GRILL**

*General Manager*

**Petoskey, MI**

*May 2017 – Present*

- Oversee day-to-day operations of 50 front-of-house employees in a fast paced, full service restaurant.
- Coordinate 4 line cooks' food production and expedite delivery of meals to guests.
- Prepare daily financial reports and projections.

### **MEMPHIS GRIZZLIES**

*Basketball Operations Analyst*

**Memphis, TN**

*December 2015 – May 2017*

- Provided statistical and video analysis to the General Manager and other executives on roster, draft, and coaching decisions.
- Automated models to scrape and project college and international players' performance in the NBA.
- Developed daily email to track players of interest throughout the season. Authored scouting reports on future NBA players.
- Maintained and analyzed motion tracking data on player performance.

### **ANALYSIS GROUP, INC.**

*Analyst*

**Washington, DC**

*July 2014 – December 2015*

- Analyzed expense data for an international pharmaceutical firm to reconcile changes in research expenses over a 17 year period, used a dynamic model to project changes to the tax credit as a result of the expense classification, and oversaw the development of a client facing query tool.
- Quantified the value of drone IP flight technology and the impact of a smartphone piloting app on the sales of a major recreational drone manufacturer. Reduced litigation damages by 68%, saving the client \$17.1 million.
- Selected to lead the training and peer-mentoring programs for the incoming class of Analysts and Summer Interns, and designed new training modules, allowing new hires to begin casework more quickly.
- Interviewed analyst candidates and represented Analysis Group at campus recruiting presentations.

### **DEPARTMENT OF ENGINEERING**

*Swarthmore College – Research Assistant*

**Swarthmore, PA**

*June – August 2013*

- Analyzed the efficiency of the production of bio-oil from multiple biomass sources in partnership with the USDA.
- Keedy, J., et al. "Exergy Based Assessment of the Production and Conversion of Switchgrass, Equine Waste, and Forest Residue to Bio-Oil Using Fast Pyrolysis." *Industrial & Engineering Chemistry Research* 54.1 (2014): 529-39.

### **PETOSKEY PLASTICS, INC.**

*Cost Accounting and Engineering Intern*

**Petoskey, MI**

*June – August 2012*

- Discovered \$150,000 in excess costs while evaluating internal labor costs, actual labor use, and production data for large plastics manufacturer.
- Used AutoCAD to design the housing for a new electric motor on an assembly line.

## EDUCATION

### **SWARTHMORE COLLEGE**

*Bachelor of Science: Engineering*

**Swarthmore, PA**

*Bachelor of Arts: Economics*

*August 2010 – May 2014*

- **GPA: 3.6; Economics: 3.8; Engineering: 3.5**
- **Captain** – Varsity Men's Basketball
  - Received the Lew Elverson Award, given to the junior or senior man who has demonstrated commitment and dedication to excellence and achieved the highest degree of excellence in his sport
- Varsity Men's Soccer
- Introduction to Economics Teaching Assistant
- Public Economics Teaching Assistant
- Men's Basketball Coach Hiring Committee

### **PETOSKEY HIGH SCHOOL**

**Petoskey, MI**

*September 2006 – June 2010*

- U.S. Army Scholar Athlete. Basketball and soccer captain. Soccer State Champion.

**Computer:** Python, R, SAS, Matlab, STATA, AutoCAD, SolidWorks, SimaPro, ArcGIS, C, Sawtooth





# City of Petoskey

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

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MAY 12 2021

CITY OF PETOSKEY  
CITY MANAGER

43

## Application to Serve on a Board or Commission

Please **print**. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	DUSE			Lynn			E			■ Date	5			11			2021								
	Last			First			Initial																		
■ Residence Address	925		WAUKAIZOU				Petoskey				MI		49770				■ Home Phone	231		838		8350			
	Number		Street				City				State		Zip												
■ Email Address	lynnouse@hotmail.com																		■ Work Phone	231		347		3432	

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? Cemetery Board
- How do you believe your appointment would benefit the City? I walk the cemetery, many years ago I was told "Go to Cemetery, and if they take care of the dead they will take care of the living. It is a cross to for Petoskey"
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I am on the Little Traverse Historical Society Board  
I have been on Chamber Board and DMB
- How many continuous years have you lived in Petoskey? 78
- Any other helpful information relevant to your application.

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

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

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Applicant Signature: Tom Blue Date: 5/11/2021





# City of Petoskey

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MAY 10 2021

CITY OF PETOSKEY  
CITY MANAGER

43

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Tweeten		Amy		L	■ Date	5	10	21
	Last		First		Initial				
■ Residence Address	814	Jennings Ave	Petoskey	MI	49770	■ Home Phone	231	838	4929
	Number	Street	City	State	Zip				
■ Email Address	tweetenah@hotmail.com					■ Work Phone	231	347	2500

Please answer the following questions using the space provided.

1. What Board or Commission interests you and why are you applying? Greenwood Cemetery Board. The cemetery is an under-utilized community asset as public greenspace that is undergoing an expansion that has long-lasting community impacts.
2. How do you believe your appointment would benefit the City? Possibly my experience in planning could increase collaboration with the City of Petoskey.
3. Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I work with the Planning Commission, Zoning Board of Appeals, Downtown Management Board, and Emmet County Land Bank Authority.
4. How many continuous years have you lived in Petoskey? 15
5. Any other helpful information relevant to your application. \_\_\_\_\_

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

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

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Applicant Signature: [Signature] Date: 5/10/21





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CITY OF PETOSKEY  
CITY MANAGER

44

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

Name	Wilcox	Cody	A	Date	5	11	21
	Last	First	Initial				
Residence Address	1200	Willis Ave.	Petoskey	MI	49770	Home Phone	614 290 1071
	Number	Street	City	State	Zip		
Email Address	wilcox Cody@gmail.com					Work Phone	231 347 9631

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? Parks & Recreation. Mayor Murphy contacted me regarding the board position. I studied Political Science and Social Studies in college so public service has always been of interest to me.
- How do you believe your appointment would benefit the City? I am a lifelong citizen of Petoskey and grew up using the services provided by the Parks and Rec. department. I also have to young kids of my own who use the services provided by the city. Therefore, I believe that I have an experience with the Parks and Rec. that would lend itself to making smart decisions.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. Most of my involvement in the community has been in some type of coaching capacity for youth sports.
- How many continuous years have you lived in Petoskey? All but 6 years of my 36. Continuously since 2009.
- Any other helpful information relevant to your application. I am a former teacher/principal which I think also helps with this board position.

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

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

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

Applicant Signature: Cody Wilcox Date: 5/11/21





# City of Petoskey

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CITY OF PETOSKEY  
CITY MANAGER

43

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Willmott		Charles		D	■ Date	05	01	2021
	Last		First		Initial				
■ Residence Address	1128	Valley View Ave	Petoskey	MI	49770	■ Phone	703	341	7817
	Number	Street	City	State	Zip				
■ Email Address	cdwillmott52@gmail.com					■ Work Phone			

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? Planning Commission
- How do you believe your appointment would benefit the City? I love Petoskey and would be honored to volunteer my time and experience. I have over 40 years of executive level management in business. My full bio is available at <https://www.linkedin.com/in/charliewillmott/>
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. Currently Vice President, Petoskey Curling Club. Before moving to Petoskey, I served on many Boards...for profit, non-profit and charitable, including Vice Chairman of Parks & Recreation Committee, the Mclean (Virginia) Citizens Association
- How many continuous years have you lived in Petoskey? 8 years
- Any other helpful information relevant to your application.

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

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

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Applicant Signature: [Signature] Date: May 1, 2021





# City of Petoskey

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MAY 13 2021

CITY OF PETOSKEY  
CITY MANAGER

43

## Application to Serve on a Board or Commission

Please **print**. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Hunter			Gary			■ Date	5	12	2021
	Last			First				Initial		
■ Residence Address	616	Lockwood Ave	Petoskey	Mi	49770	■ Home Phone	231	330	0495	
	Number		Street		City		State	Zip		
■ Email Address	ghunter@chartermi.net					■ Work Phone	231	347	1040	

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? TIFA , I have served on the TIFA board for many years and a good understanding of the history and processes of the tifa board.
- How do you believe your appointment would benefit the City? I have lived in the city since I was 5 years old (1962). Growing up in Pet gives me a vast understanding of our recreation opportunities, Facilities & Programs offered. Working in the retail recreation industry also gives me insight into what our visitors are seeking.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I have served on the Board of directors of the Petoskey Youth Soccer Association for many years. Currently as VP. I have been the tournament director for 20+ years also overseeing the maintainece & development of our Click Road soccer facilities. I am also currently participating with the group developing the Bear River water trail.
- How many continuous years have you lived in Petoskey? 58
- Any other helpful information relevant to your application. \_\_\_\_\_

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

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

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Applicant Signature: [Signature]

Date: 5/12/2021



# City of Petoskey

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CITY OF PETOSKEY  
CITY MANAGER

CS

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Smith			Clark			j			■ Date	05			08			21						
	Last			First			Initial																
■ Residence Address	710		Michigan Street			Petoskey			MI		49770			■ Home Phone	231			347			2781		
	Number		Street			City			State		Zip												
■ Email Address	clarksmith@hchartermi.net												■ Work Phone	231			838			3364			

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? TIFA
- How do you believe your appointment would benefit the City? I am a long time resident of the town and have a historical perspective of it.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. I have served on the Zoning Board of Appeals for over 15 years. I am currently serving on the TIFA Board and wish to continue.
- How many continuous years have you lived in Petoskey? 73 years
- Any other helpful information relevant to your application. I have been involved in business, church, civic and recreational organizations within the city.

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

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

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Applicant Signature: Clark J. Smith Date: 5/8/21





# City of Petoskey

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CITY OF PETOSKEY  
CITY MANAGER

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## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Robson			George			B			■ Date	5			8			21								
	Last			First			Initial																		
■ Residence Address	606			Grove			Pet.			MI			49720			■ Home Phone	231			758			2152		
	Number			Street			City			State			Zip												
■ Email Address	robsong@charter.net															■ Work Phone	+								

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? TIFA
- How do you believe your appointment would benefit the City? Interest & experience on board currently.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. TIFA library Commission 5 yrs.
- How many continuous years have you lived in Petoskey? 25
- Any other helpful information relevant to your application. —

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

<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Are you a City of Petoskey registered voter?
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Do you or immediate family members currently serve on a City Board or Commission? If yes, which Board or Commission? <u>Planning Commission</u>
<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Are you applying to the Downtown Management Board? If yes, do you have an interest in property located in the downtown district or are you a resident of the downtown district? Please explain.

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Applicant Signature: [Signature] Date: 5/8/21



# City of Petoskey

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CITY OF PETOSKEY  
CITY MANAGER

93

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	Mary		Clinton		F	■ Date	2	10	2021
	Last		First		Initial				
■ Residence Address	1004	Howard Street	Petoskey	MI	49770	■ Home Phone	231	349	0948
	Number	Street	City	State	Zip				
■ Email Address	mclinton@conklinbenham.com					■ Work Phone	313	910	8267

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? ZBA; I have already served on this Board and have found it interesting. Also, I want to volunteer in the community in which I live.
- How do you believe your appointment would benefit the City? As an attorney I believe I can assist in helping interpret our ordinances as they apply to the applications and appeal we are asked to address.
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. FCEC board member; Petoskey Curling Club board member, Little Traverse Conservancy volunteer; McLaren hospice volunteer
- How many continuous years have you lived in Petoskey? 10
- Any other helpful information relevant to your application. \_\_\_\_\_

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

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

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Applicant Signature: Mary F. Clinton Date: 2-10-2021





# City of Petoskey

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CITY OF PETOSKEY  
CITY MANAGER

43

## Application to Serve on a Board or Commission

Please print. Answer each question accurately and completely. If you require any accommodation to complete the application process, please notify a City staff member.

■ Name	JAMES			KNIBBS			■ Date	5			8			21		
	Last			First				Initial								
■ Residence Address	616		BAY		PETOSKEY MI		49770		■ Home Phone	231		838		3604		
	Number		Street		City		State Zip									
■ Email Address	jim.knibbs67@gmail.com												■ Work Phone			

Please answer the following questions using the space provided.

- What Board or Commission interests you and why are you applying? ZBA
- How do you believe your appointment would benefit the City? SEVERAL YEARS PAST SERVICE
- Describe any involvement in the community on a Board or Commission or in another volunteer capacity. ZBA - PETOSKEY CHAMBER - HOME BUILDERS ASSOCIATION  
CROSS OF CHRIST MAINTENANCE BOARD - PETOSKEY COMMUNITY  
CORPS - PETOSKEY BUILDING TRADES
- How many continuous years have you lived in Petoskey? 42
- Any other helpful information relevant to your application. RETIRED BUILDING CONTRACTOR

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

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

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Applicant Signature: [Signature] Date: 5-8-21



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**PREPARED:** May 13, 2021

**AGENDA SUBJECT:** Third Discussion and Possible Adoption of the 2021 Action Plan

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

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**Background** At a March 9, 2021 special meeting and an April 19 Council meeting, City Council and staff discussed an update to the 2020 Action Plan. Per City Council's direction, staff has developed the final draft revision of the Action Plan for possible adoption. The final draft Action Plan has been on the City's website soliciting comments since April 20, 2021. To date, there has been no public comments submitted.

**Action** Motion to adopt the enclosed resolution approving the Final Action Plan dated May 17, 2021.

rs  
Enclosures



# City of Petoskey

## Resolution

WHEREAS, on March 9, 2021, the City Council met with the City Manager and Department Heads to discuss important issues facing the City of Petoskey; and

WHEREAS, as part of this discussion, the City Council, City Manager and Department Heads developed a draft Action Plan that listed seven near-term goals for the City of Petoskey; and

WHEREAS, at their April 19, 2021 Council meeting, the City Council discussed the draft Action Plan and directed City staff to seek public comment; and

WHEREAS, the City of Petoskey solicited public comment on the draft Action Plan through the City's website for approximately three weeks; and

WHEREAS, any comments on the draft Action Plan were considered by City Council at the May 17, 2021 meeting:

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby approve the 2021 Action Plan for the City of Petoskey.

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

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Petoskey in regular session assembled on the 17<sup>th</sup> day of May, 2021, and of the whole thereof.

In witness where of, I have here unto set my hand and affirmed the corporate seal of said City this \_\_\_\_ day of May, 2021.

---

Alan Terry, City Clerk



**City of Petoskey  
2021 Action Plan  
May 17, 2021**

**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 consistent with City goals.	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. 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**

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.	City Council City Manager Public Safety Director Downtown Director	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.	Spring, 2021 and 2022.
4. Systematic approach to address downtown commercial/retail vacancies	City Council DMB Downtown Director City Manager City Planner	<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>	On-Going

## Goal Five

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

<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. 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 <b>residents</b> 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 Chamber of Commerce North Central Michigan College</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**

<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. Work with housing organizations, local realtors, and developers 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, local realtors, and developers 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>• Consider incentives for creation of additional housing units both downtown and community-wide.</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



**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**PREPARED:** May 13, 2021

**AGENDA SUBJECT:** Discussion Regarding the City Funding a Housing Ready Program Director through the Little Traverse Bay Housing Partnership and Housing North

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

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**Background** The Little Traverse Bay Housing Partnership and Housing North are seeking funding from five local governments for a full-time Program Director position. See enclosed proposal. The Partnership is approaching the City of Petoskey, Emmet County, Resort Township, Bear Creek Township, West Traverse Township and Little Traverse Township with the City of Harbor Springs recently approving funding for three years. Both the Petoskey/Harbor Springs Area Community Foundation as well as the Frey Foundation have each committed \$25,000 per year to assist in funding the full-time position.

Duties of the Program Director are proposed as follows:

### **Finance and Project Support**

- Develop an active network of developers, builders, nonprofits, government agencies (e.g., Emmet County Land Bank and Brownfield Redevelopment Authorities), and others to identify potential projects and overcome barriers in order to bring those projects to fruition.
- Develop and maintain a database of potential development sites.
- Provide assistance to developers and development partners, including public officials, lenders, investors, and nonprofits, in planning, funding, and advocating for housing development that meets local goals with activities including:
  - Identify funding needed to complement developer and other financing in order to achieve affordability goals for target households;
  - Identify potential sources (including Federal, State, regional, and local) to meet these needs and work with project partners and other Partnership members to develop funding proposals;
  - Conduct third-party site plan reviews and/or financial reviews of major development proposals to identify tools and approaches that could address demonstrated financial gaps;
  - Work with partners to create and support new local and/or regional housing financing vehicles; and
  - Ultimately, help to close deals and bring attainable housing projects of various scales to fruition.

### **Leadership and Representation**

- Serve as a spokesperson for efforts to increase housing opportunities affordable by Emmet County's workforce.
- Develop and maintain strong working relationships with local government officials, developers, lenders, investors, businesses, and nonprofit organizations in the County.
- Collaborate with local, regional, and statewide nonprofits and Community Development Finance Institutions seeking to build, finance, and market attainable housing within Emmet County.
- Stay abreast of local government activities related to housing and assist local units of government on policy development, ordinance changes and other initiatives that support the development of attainable housing, as requested.
- Educate and facilitate implementation of local deed restriction programs and other initiatives aimed at keeping housing available for year-round residents.
- Liaise with Housing North and other local and regional housing groups to identify opportunities to collaborate, bring to the Partnership relevant experiences and ideas being considered elsewhere in the region and state, and tap regional resources that could support and benefit the Partnership's activities in Emmet County.
- Recruit, motivate and support volunteers and their respective committees, including the Partnership.

Funding of Program Director would be consistent with Goal Six of the Action Plan to "promote affordable/workforce housing within the community." If there is general support from the City Council at this point, City staff would work with the Little Traverse Bay Housing Partnership and Housing North in the development of a contract for the three-year funding commitment. Approval of the contract would be considered by Council at a future meeting.

**Action** Discussion. If City Council is supportive of this regional effort, a motion could be made to *"have City staff work with the Little Traverse Bay Housing Partnership and Housing North in the development of a three-year contract to fund a full-time housing director position."* Contract would be brought forward for Council's consideration at a future meeting.

rs  
Enclosure



**Proposal to City of Petoskey  
Housing Ready Program Director**

*Little Traverse Bay Housing Partnership and Housing North*

It is well known that there is a significant housing affordability crisis in Emmet County. Housing shortages affect area residents at all income levels but are particularly acute for low- to middle-income employees of schools, businesses, nonprofit organizations, health care systems, and local governments. The lack of affordable housing forces our core workforce outside our population centers, putting them at risk for transportation issues and reducing their ability to engage in the communities in which they work. Housing shortages are among the most significant constraints to hiring and retaining employees.

The Little Traverse Bay Housing Partnership brings together organizations and committed individuals from a cross-section of our housing community to identify ways to address this housing crisis and, collectively, make progress on this issue. The Partnership focuses on four inter-related areas; (1) increasing understanding of the housing crisis by policy makers and the public; (2) informing and participating in policy changes; (3) strengthening connections with and support to developers and builders; and (4) bridging the financial gap for affordable housing projects.

**The Housing Partnership created a part-time Program Director position in mid-2020 and is now seeking to expand that position to full time with support from local governments in the Little Traverse Bay region.** The Program Director is a principal agent to advance the mission and goals of the Partnership and Housing North.

The estimated budget for a full-time Program Director is \$100,000 per year:

Item	Cost Estimate
<b>Salary/Fringe:</b> base salary plus benefits and payroll expenses	\$85,000
<b>Travel</b>	\$2,500
<b>Operations:</b> office space, computer, phone, and related supplies	\$10,000
<b>Training and Education:</b> attendance at conferences and professional development to ensure up-to-date knowledge and skills.	\$2,500
<b>TOTAL</b>	\$100,000



The Petoskey-Harbor Springs Area Community Foundation and the Frey Foundation have each pledged \$25,000/year to support this position for three years starting in July 2020. Since the Little Traverse Bay Housing Partnership is not a formal organization, the Program Director is employed by Housing North, a regional housing non-profit organization that has a similar position in Charlevoix County and is working to replicate that capacity elsewhere in northwest Michigan. The Charlevoix County position is supported by its Community Foundation and the Frey Foundation, and is also funded in part by contributions by the cities of Boyne City, Charlevoix, East Jordan, and Charlevoix County. For that position, Housing North maintains annual contracts with the municipalities, which in turn participate in quarterly meetings to review progress on the Program Director's work plan.

The Little Traverse Bay Housing Partnership is seeking funding pledges from local governments in Emmet County to allow us to make the Housing Ready Program Director position full time here. **We are asking each local government partner to provide \$5,000 in 2021, \$10,000 in 2022, and \$10,000 in 2023.** Housing North will contract with each unit of government and the Partnership to make this position possible. With funds remaining from the first year of support from the Frey and Petoskey-Harbor Springs Area Community Foundations, and with five local government partners on this initiative, we can reach our goal of a hiring a full time Program Director through the end of 2023.

**With the investment by the City of Petoskey's the Little Traverse Bay Housing Partnership and Housing North, through its Program Director, will:**

#### **Finance and Project Support**

- Develop an active network of developers, builders, nonprofits, government agencies (e.g., Emmet County Land Bank and Brownfield Redevelopment Authorities), and others to identify potential projects and overcome barriers in order to bring those projects to fruition.
- Develop and maintain a database of potential development sites.
- Provide assistance to developers and development partners, including public officials, lenders, investors, and nonprofits, in planning, funding, and advocating for housing development that meets local goals with activities including:
  - Identify funding needed to complement developer and other financing in order to achieve affordability goals for target households;
  - Identify potential sources (including Federal, State, regional, and local) to meet these needs and work with project partners and other Partnership members to develop funding proposals;
  - Conduct third-party site plan reviews and/or financial reviews of major development proposals to identify tools and approaches that could address demonstrated financial gaps;

- Work with partners to create and support new local and/or regional housing financing vehicles; and
- Ultimately, help to close deals and bring attainable housing projects of various scales to fruition.

### **Leadership and Representation**

- Serve as a spokesperson for efforts to increase housing opportunities affordable by Emmet County's workforce.
- Develop and maintain strong working relationships with local government officials, developers, lenders, investors, businesses, and nonprofit organizations in the County.
- Collaborate with local, regional, and statewide nonprofits and Community Development Finance Institutions seeking to build, finance, and market attainable housing within Emmet County.
- Stay abreast of local government activities related to housing and assist local units of government on policy development, ordinance changes, and other initiatives that support the development of attainable housing, as requested.
- Educate and facilitate implementation of local deed restriction programs and other initiatives aimed at keeping housing available for year-round residents.
- Liaise with Housing North and other local and regional housing groups to identify opportunities to collaborate, bring to the Partnership relevant experiences and ideas being considered elsewhere in the region and state, and tap regional resources that could support and benefit the Partnership's activities in Emmet County.
- Recruit, motivate, and support volunteers and their respective committees, including the Partnership.



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**DATE PREPARED:** May 12, 2021

**AGENDA SUBJECT:** Greenwood Cemetery Road Reconstruct Project

**RECOMMENDATION:** That the City Council authorize contracting with MDC Contracting, LLC, Charlevoix

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**Background** The City's 2021 Annual Budget and Capital Improvements Plan included \$1,200,000 within the Local Streets, General Streets and Water and Sewer Funds for the reconstruction of Greenwood Cemetery Road between Highway US-31 and West Sheridan Street. The proposed project limits are shown in yellow on the enclosed map. Street improvements will follow certain utility upgrades and include curb and gutter replacements, drive approach adjustments and sidewalk upgrades.

**Agreement** The Little Traverse Bay Band of Odawa Indians (LTBB) will be participating financially in this project by providing \$350,000 in grant monies through the Federal Bureau of Indian Affairs (BIA). Grant monies received from the LTBB are to be used for street reconstruction upgrades only, utility and sidewalk improvements are not eligible for this funding. In order to receive funding from the BIA, an agreement must be entered into between the City and local tribe, LTBB. The agreement essentially lays out the terms for receiving such funding and has been reviewed by the City Attorney along with City staff. The City entered into a similar type agreement with the local tribe when the Atkins Road Extension was constructed in 2011.

**Scope** Utility improvements associated with the street reconstruct are focused mainly around an aging transmission main that was installed over 60 years ago. This water main has been on the City's radar screen due to failures in past years that have caused water boil alerts in certain areas of the City's distribution system. The installation of the new main is a continuation of replacements that started in 2015 with the Michigan Department of Transportation's improvements to Charlevoix Avenue, the 2017 Jackson Street Extension Project with McLaren Northern Michigan and the 2018 West Lake Street improvements project. Street reconstruction would include new pavement with a rebuild of subgrade base materials, curb and gutter, concrete drive approaches, and new sidewalk placement along the west side of Greenwood Cemetery Road from US-31 to West Sheridan Street.

**Specifications, Bids** Street layout along with water and sewer utility installations were designed by Benchmark Engineering, Inc., Harbor Springs. Bid packets were made available on March 12, 2021; three bids were received on April 14, 2021.

<u>Bidder</u>	<u>Amount</u>
MDC Contracting, LLC Charlevoix	\$ 1,007,055.10
Elmer's Crane and Dozer, Inc. Petoskey	\$ 1,061,450.00
Tri-County Excavating, LLC Harbor Springs	\$ 1,068,647.98

Following review of the bids that were received April 14, 2021, City staff recommends that City Council authorize contracting with MDC Contracting, LLC, Charlevoix, for this proposed project in the amount of \$ 1,007,055.10.

**Action** That City Council adopt the enclosed resolution that would:

- Authorize contracting with MDC Contracting, LLC, Charlevoix, for the Greenwood Cemetery Road Reconstruct Project in the amount of \$ 1,007,055.10; and
- Authorize the Mayor and City Clerk to sign all documents as reviewed by the City Attorney and approved by the City Manager, to enter into an agreement with the Little Traverse Bay Band of Odawa Indians to receive funding through the Bureau of Indian Affairs for the reconstruction of Greenwood Cemetery Road.

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Enclosures



# City of Petoskey

## Resolution

WHEREAS, the City owns and maintains roads within the City limits, including Greenwood Cemetery Road; and

WHEREAS, Greenwood Cemetery Road between Highway US-31 and West Sheridan Street is in need of improvements including utility upgrades and street reconstruction; and

WHEREAS, the Little Traverse Bay Band of Odawa Indians (LTBB) will provide \$350,000 in grant monies through the Federal Bureau of Indian Affairs (BIA) to be used for street reconstruction upgrades only, utility and sidewalk improvements are not eligible for this funding; and

WHEREAS, in order for the City to receive funding from the BIA, an agreement must be entered into between the City and the local tribe, LTBB, which the City Attorney and City staff have reviewed the agreement; and

WHEREAS, utility improvements associated with the street reconstruct are focused mainly around an aging transmission main that was installed over 60 years ago and is a continuation of water main replacements that started in 2015 with the Michigan Department of Transportation's improvements to Charlevoix Avenue, the 2017 Jackson Street Extension Project with McLaren Northern Michigan and the 2018 West Lake Street improvements project; and

WHEREAS, City staff recommended that City Council accept the low bid from MDC Contracting, LLC, Charlevoix, to perform the Greenwood Cemetery Road reconstruct project in the amount of \$1,007,055.10:

NOW THEREFORE, BE IT RESOLVED, that the City of Petoskey City Council does hereby authorize contracting with MDC Contracting, LLC, Charlevoix, in the amount of \$1,007,055.10, for the reconstruction of Greenwood Cemetery Road between Highway US-31 and West Sheridan Street; and

BE IT FURTHER RESOLVED, that the City of Petoskey City Council does hereby authorize the Mayor and City Clerk to sign all legal documents as reviewed by the City Attorney and approved by the City Manager, to enter into an agreement with the Little Traverse Bay Band of Odawa Indians to receive funding through the Bureau of Indian Affairs for the reconstruction of Greenwood Cemetery Road.

State of Michigan       )  
County of Emmet       ) ss.  
City of Petoskey       )

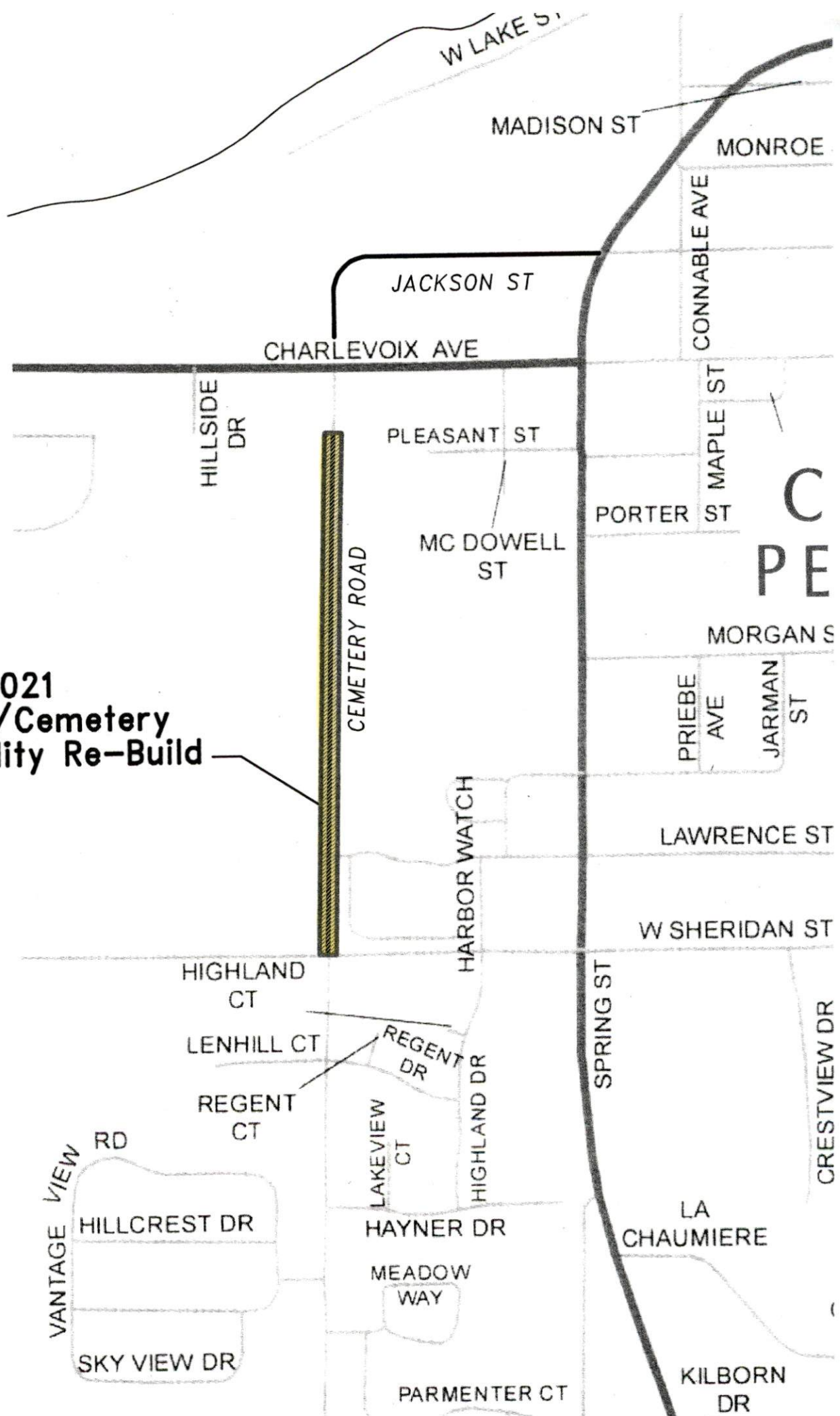
I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City of Petoskey City Council at a regular meeting on the \_\_\_ day of May, 2021, and of the whole thereof.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of said City of Petoskey this \_\_\_ day of May, 2021.

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Alan Terry, City Clerk

**Proposed 2021  
Greenwood/Cemetery  
Road & Utility Re-Build**



**Little Travers Bay Bands of Odawa Indians/**  
**City of Petoskey**  
**AGREEMENT**

**Greenwood Cemetery Project**

AGREEMENT made as of the \_\_\_\_\_ day of \_\_\_\_\_ in the year of \_\_\_\_\_ between the CITY OF PETOSKEY, 101 E. Lake St. Petoskey, Michigan 49770, and the LITTLE TRAVERSE BAY BANDS OF ODAWA INDIANS, a federally recognized sovereign Indian Tribe (hereinafter "LTBB"). The project is for the reconstruction of Greenwood Cemetery Rd (\$350,000). The parties agree as set forth below:

ARTICLE 1  
CONTRACT DOCUMENTS

The Contract consists of this Agreement, and any other documents listed in this Agreement, and any written modifications issued after execution of this Agreement. The Contract represents the entire and integrated Agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral.

ARTICLE 2  
WORK PERFORMED

The City of Petoskey shall perform the entire work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others. The parties enter into this contract to reconstruct Greenwood Cemetery Rd from West Sheridan St. to Charlevoix Avenue as listed on the Tribal Transportation Improvement Plan. (hereinafter "Work").

ARTICLE 3  
TIME

The date of commencement shall be after May 15, 2021  
The City of Petoskey shall achieve substantial completion of the Work not later than November 31,2021.

ARTICLE 4

**Little Travers Bay Bands of Odawa Indians/**  
**City of Petoskey**  
**AGREEMENT**

**PAYMENT**

The LTBB shall pay the City of Petoskey all advertising costs, labor, equipment, and materials actually expended in performing the Work up to the dollar amounts specified during the contract period, the amount not to exceed \$350,000 unless otherwise agreed to in subsequent written change orders approved by LTBB and the City of Petoskey.

The City of Petoskey shall use its discretion in determining whether to bill the project as a whole or in part as deemed appropriate for the size of the project as determined by the Engineer-Manager. The final bill will reflect all costs of labor, equipment, materials expended, and vouchers paid for work directly related to the project.

**ARTICLE 5**  
**LABOR AND MATERIALS**

Unless otherwise provided in the Contract Documents, the City of Petoskey shall provide all labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work identified in this Contract.

**ARTICLE 6**  
**SUPERVISION AND CONSTRUCTION PROCEDURES**

The City of Petoskey or its designee shall supervise and direct the Work using its best skill and attention. The City of Petoskey, shall be solely responsible for and have control over construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless Contract Documents give other specific instructions concerning these matters.

**ARTICLE 7**  
**CHANGES IN WORK**

Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by written Change Order, subject to the limitations stated in the Contract Documents. The Change Order must be agreed upon between the LTBB and the City of Petoskey prior to commencing with the work described in the Change Order.



**Little Travers Bay Bands of Odawa Indians/**  
**City of Petoskey**  
**AGREEMENT**

Changes in the Work shall be performed under applicable provisions of the Contract Documents, and The City of Petoskey shall proceed promptly, unless otherwise provided in the Change Order.

**ARTICLE 8**  
**CHANGE ORDERS**

A Change Order is a written instrument prepared by the City or Petoskey stating the following:

- A change or increase in the Work;
- The amount of the adjustment in the Contract Sum, if any; and
- The extent of the adjustment in the Contract Time, if any.

**ARTICLE 9**  
**REPORTS**

The City of Petoskey shall furnish to the LTBB or its designated representatives weekly progress reports on the Work of this Contract, as mutually agreed, including information of the status of materials and equipment which may be in the course of preparation of manufacture, or installation.

**ARTICLE 10**  
**LAWS, PERMITS, FEES, AND NOTICES**

The City of Petoskey shall give notices and comply with laws, ordinances, rules, regulations and orders of public authorities bearing on performance of the Work of this Contract. The City of Petoskey shall secure and pay for permits and governmental fees, licenses and inspections necessary for proper execution and completion of this work.

The City of Petoskey shall comply with all Federal, State and local laws, including, but not limited to, social security acts, tax, unemployment compensation acts, and workers' compensation acts insofar as applicable to the performance of this Contract.

**ARTICLE 11**  
**ARBITRATION**

**Little Travers Bay Bands of Odawa Indians/**  
**City of Petoskey**  
**AGREEMENT**

Any controversy or claim between the parties hereto arising out of or related to this Contract, or the breach thereof, shall be settled by arbitration, conducted in accordance with the Construction Industry Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise.

ARBITRATION, Continued:

Except by written consent of the person or entity sought to be joined, no arbitration arising out of or relating to the Contract shall include, by consolidation or joinder or in any other manner, any person or entity not a party to the Agreement under which such arbitration arises, unless it is shown at the time the demand for arbitration is filed that (1) the person or entity is substantially involved in a common question of fact or law, (2) the presence of such person or entity is required if complete relief is to be accorded in the arbitration, and (3) the interest or responsibility of such person or entity in the matter is not insubstantial.

The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

This Article 11 shall not be deemed a limitation of rights or remedies which the City of Petoskey may have under Federal law, under state mechanics' lien laws, or under applicable labor or material payment bonds unless such rights or remedies are expressly waived by the City of Petoskey.

ARTICLE 12  
Governing Law

The Contract shall be governed by the laws of the place the Work is located.

ARTICLE 13  
Signage

The City of Petoskey agrees to cooperate with LTBB in obtaining and posting signs and other appropriate notices at or near each project site that will inform the public of LTBB's financial contribution to the project.

Little Travers Bay Bands of Odawa Indians/  
City of Petoskey  
AGREEMENT

LITTLE TRAVERSE BAY BANDS OF ODAWA  
INDIANS

\_\_\_\_\_  
\_\_\_\_\_

CITY OF PETOSKEY\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

WITNESSES:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



## City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021

**DATE PREPARED:** May 10, 2021

**AGENDA SUBJECT:** Accept Community Energy Management Program Grant Agreement

**RECOMMENDATION:** Accept agreement provided by Michigan Department of Environment, Great Lakes and Energy (EGLE)

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**Background** The Michigan Department of Environment, Great Lakes and Energy (EGLE) offered a grant opportunity through their Community Energy Management Program for projects focusing on energy efficiency.

The City applied for the maximum funding of \$15,000 to assist with the replacement of one 30-year-old HVAC unit and two condenser units on City Hall. These units would be replaced with high efficiency units that would reduce operation expenses. The total estimated cost for the project is approximately \$36,000.

In 2019, the City underwent an energy audit on four of the City's buildings and staff has been using the recommendations from the audit report to guide with improvements. Since the audit report, the buildings have had improvements that include; LED lighting upgrades, insulated shades, storm window installation in winter months, motion detection light switches and more. There has been a decrease in natural gas and electric use since the City started the energy upgrades, therefore costing the City less in utility payments.

Replacement of the HVAC and condenser units is a budgeted project for 2021.

**Action** Accept the agreement as written.

kk  
Enclosure



**COMMUNITY ENERGY MANAGEMENT GRANT AGREEMENT  
BETWEEN THE  
MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND CITY OF PETOSKEY**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Materials Management Division ("State"), and City of Petoskey ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. Legislative appropriation of Funds for grant assistance is set forth in Public Act No: 0166 of 2020. This Agreement is subject to the terms and conditions specified herein.

Project Name: FY21 Community Energy Management

Amount of grant: \$15,000.00

Amount of match: 0%

Start Date: (date executed by EGLE)

Project #: MEO-21-039

20% of grant state / 80% of grant federal

Project Total: \$15,000.00 (grant plus match)

End Date: December 31, 2021

**GRANTEE CONTACT:**

Kendall Klingelsmith - Parks & Rec Director

Name/Title

City of Petoskey

Organization

101 East Lake St.

Address

Petoskey, MI 49770

Address

231-347-2500

Telephone number

Fax number

kklingelsmith@petoskey.us

E-mail address

38-6004583

Federal ID number – (Required for Federal Funding)

005209866

Grantee DUNS number - (Required for Federal Funding)

**STATE'S CONTACT:**

Julie Staveland, Manager

Name/Title

Materials Management Division

Division/Bureau/Office

Constitution Hall, 525 W. Allegan St

Address

Lansing, MI 48909

Address

517-420-8544

Telephone number

Fax number

stavelandj@michigan.gov

E-mail address

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

Signature

Kendall Klingelsmith, Director - Parks and Recreation

Name/Title

\_\_\_\_\_  
Date

**FOR THE STATE:**

Signature

Elizabeth M. Browne, Division Director, Materials Management Division

Name/Title

*Elg* 05/03/21

\_\_\_\_\_  
Date



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** May 17, 2021    **DATE PREPARED:** May 3, 2021

**AGENDA SUBJECT:** A resolution opposing proposed amendments to the Zoning Enabling Act that would eliminate the ability of local government to regulate the short-term rental of residential properties

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

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**Background** In 2017, City Council adopted a resolution opposing two bills (Senate Bill 329 and House Bill 4503) before the Michigan legislature that would amend the Zoning Enabling Act to prohibit local communities from regulating short-term residential rentals. Those bills did not make it out of committee, but the legislature has taken up the issue again. House Bill 4722 mandates that all short-term rentals are a by-right residential use of property, permitted in all residential zoning districts, so they cannot be subject to a special condition use or inspections unless all residential properties – owner-occupied and rental - are so inspected. The Bill has been forwarded to the House Commerce and Tourism Committee.

The City Council began regulating vacation rentals in the City in May 2014, due to the increased use of properties in neighborhoods using websites such as Vacation Rental By Owner and Airbnb. Existing vacation rentals were grandfathered, but new rentals are limited to business districts and must be licensed annually.

The Michigan Association of Planning is urging communities to contact their legislators in opposition to this bill for several reasons, including:

- All communities face unique challenges and this proposed legislation undermines local decision-making and removes the voice of residents.
- The legislation would consider a dwelling purchased for the sole purpose of renting to short-term renters a permitted residential use instead of a commercial lodging use, creating an unfair advantage over the traditional lodging industry.
- Residential zoning exists to preserve the character of neighborhoods and protect property values for every residence. This legislation favors second home owners and non-resident investment property owners.
- We are facing a housing crisis and without regulations limiting this type of use in destination communities such as ours, we will see more properties purchased for the purpose of short-term rather than long-term rentals.
- The bill eliminates our ability to license and inspect short-term rentals.

**Action** A resolution opposing House Bill 4722 is enclosed for Council's consideration.

at  
Enclosures





# City of Petoskey

## Resolution

Resolution No. \_\_\_\_\_

**A RESOLUTION OPPOSING PROPOSED AMENDMENTS TO THE ZONING ENABLING ACT THAT WOULD ELIMINATE THE ABILITY OF LOCAL GOVERNMENT TO REGULATE THE SHORT TERM RENTAL OF RESIDENTIAL PROPERTIES**

WHEREAS, the City of Petoskey is a resort and tourism based economy that provides a range of lodging options for visitors; and

WHEREAS, the City of Petoskey works to protect and enhance its residential neighborhoods while balancing the needs and wants of visitors; and

WHEREAS, the City Council adopted an ordinance regulating short-term rentals in 2014 to protect the interests and quality of life for residents and businesses; and

WHEREAS, the City of Petoskey believes that local governments are best positioned to know the unique needs of a community and determine the delicate balance between residential and commercial uses, and between residents and investment property owners; and

WHEREAS, House Bill 4722 would eliminate the ability of local governments to regulate short-term rentals in residential neighborhoods:

NOW THEREFORE BE IT RESOLVED, the Petoskey City Council opposes House Bill 4722 and urges its representatives to do the same to protect our local communities.

Roll Call Vote:

Yeas:

Nays:

Absent:

State of Michigan       )  
County of Emmet       ) ss  
City of Petoskey       )

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Petoskey on the \_\_\_\_ day of \_\_\_\_\_, 2021, and of the whole thereof.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of said City of Petoskey this \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Alan Terry, City Clerk

# HOUSE BILL NO. 4722

April 27, 2021, Introduced by Reps. Lightner, Wozniak, Brann, Steven Johnson, Bezotte, Mueller, Hall, Borton, Roth, Filler, Cambensy, Green, Paquette, Beeler, Steckloff and Yancey and referred to the Committee on Commerce and Tourism.

A bill to amend 2006 PA 110, entitled  
"Michigan zoning enabling act,"  
(MCL 125.3101 to 125.3702) by adding section 206b.

## THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

1       Sec. 206b. (1) For the purposes of zoning, all of the  
2 following apply to the rental of a dwelling, including, but not  
3 limited to, short-term rental:

4       (a) It is a residential use of property and a permitted use in  
5 all residential zones.

1 (b) It is not subject to a special use or conditional use  
2 permit or procedure different from those required for other  
3 dwellings in the same zone.

4 (c) It is not a commercial use of property.

5 (2) This section does not prohibit regulation applied on a  
6 consistent basis to rental and owner-occupied residences for any of  
7 the following:

8 (a) Noise, advertising, traffic, or other conditions, for the  
9 prevention of nuisances.

10 (b) The number of persons that may occupy a dwelling.

11 (c) Inspections and inspection fees.

12 (d) Taxes otherwise permitted by law.

13 (3) As used in this section, "short-term rental" means the  
14 rental of a single-family residence, a dwelling unit in a 1-to-4-  
15 family house, or any unit or group of units in a condominium, for  
16 terms of not more than 30 consecutive days.

17 Enacting section 1. This amendatory act takes effect 90 days  
18 after the date it is enacted into law.