



## CITY COUNCIL

November 1, 2021

1. Call to Order - 7:00 P.M. – City Council Chambers
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Consent Agenda – Adoption of a proposed resolution that would confirm approval of the following:
  - (a) October 18, 2021 regular session City Council meeting minutes
  - (b) Acknowledge receipt of a report concerning certain administrative transactions since October 18, 2021
5. Miscellaneous Public Comments
6. City Manager Updates
7. Old Business – Adoption of a proposed resolution that would confirm acceptance of a recommended special-assessment roll that would spread costs of programs and services as requested by the City's Downtown Management Board and that would schedule a November 15 public hearing to receive comments concerning these proposed special assessments
8. New Business
  - (a) Adoption of a proposed resolution that would approve appointments to the CCE/911 Board of Directors
  - (b) Presentation of the City's recommended 2022 Annual Budget and adoption of a resolution that would schedule a November 15 public hearing to receive comments concerning the proposed budget and property-tax-millage rates that have been recommended for fiscal year 2022
9. City Council Comments
10. Adjournment

**Alternatively, join the meeting via the Zoom platform**

<https://us02web.zoom.us/j/89839436204>

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

Meeting ID: 898 3943 6204

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.

Persons interested in addressing the City Council during the meeting under public comment period can press the “raise hand” button or send a chat message in Zoom or by phone press \*9.

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



**BOARD:** City Council

**MEETING DATE:** November 1, 2021

**PREPARED:** October 28, 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 October 18, 2021 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since October 18, 2021 for contract and vendor claims at \$359,876.66, intergovernmental claims at \$0, and the October 28 payroll at \$216,818.85 for a total of \$576,695.51.

sb  
Enclosures



**CITY COUNCIL**

October 18, 2021

A regular meeting of the City of Petoskey City Council was held in the City Hall Council Chambers, Petoskey, Michigan, on Monday, October 18, 2021. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

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

Absent: Lindsey Walker, City Councilmember

Also in attendance were Interim City Manager/Clerk-Treasurer Alan Terry, City Planner Amy Tweeten, Downtown Director Becky Goodman, Finance Supervisor Audrey Plath and Executive Assistant Sarah Bek.

**Conduct Public Hearing on 2022 Downtown Programs & Services & Assessment Rate Increase**

A public hearing was held to receive comments on the proposed 2022 downtown programs and services. The City Manager and Downtown Director reviewed process and that the DMB recommended an assessment formula at a 2% rate increase compared to the 2021 formula and that the DMB concurred to increase the annual rate by 2% each year to align with the increase in cost of living.

City Councilmembers inquired if any public comments had been received and the City Manager responded that no correspondence had been received.

Mayor Murphy opened the public hearing at 7:03 P.M. and there were no comments.

The public hearing closed at 7:04 P.M.

**Consent Agenda - Resolution No. 19594**

Following introduction of the consent agenda for this meeting of October 18, 2021, City Councilmember Wagner moved that, seconded by City Councilmember Marshall adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the September 27, 2021 special session, October 4, 2021 regular session and October 6, 2021 special session City Council meetings be and are hereby approved; and

BE IT RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since October 4, 2021 for contract and vendor claims at \$484,063.03, intergovernmental claims at \$0, and the September 30 and October 14 payrolls at \$454,405.63, for a total of \$938,468.66 be and is hereby acknowledged.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

### **Hear Public Comment**

Mayor Murphy asked for public comments and heard a complaint regarding the lack of street parking on Division Street due to the street only being able to accommodate three lanes of traffic; that parking across the street from a residence is limited due to cars using it for long periods of time; that a citizen cannot register a complaint for extended parking that is not on their side of the street and in front of their home per City ordinance; asked City Council if current regulations seem right; heard concerns that parking issues per the ordinance are complaint driven which is a poor and uncomfortable way to manage issues; and that Emmet County, downtown visitors and other businesses near Division and Bay Streets park longer than the three hour limit and there is lack of enforcement.

City Councilmembers commented that employees from businesses in the area are taking up parking spaces in residential areas knowing that there is a three hour limit and discussed parking limits; inquired if Division Street residents could request additional parking on the east side of the street; and commented that there is a retaining wall on one side of Division Street and is limited due to three travel lanes.

The City Manager commented on the unfortunate parking issues for residents located near the Central Business District and cited the parking ordinance pertaining to concerns near Division and Bay Streets.

The City Planner reviewed the history of the business on Bay Street and that it was previously a residence and was converted to office space; that the property is located within the parking exempt district; and the property owner provides some parking but does not have to provide parking.

City Councilmembers discussed the ordinance and limited options and suggested City staff research a possible solution and work with residents.

### **Hear City Manager Updates**

The City Manager reviewed that Halloween hours are scheduled for 6:00 P.M. to 8:00 P.M., Sunday, October 31, 2021 and East Mitchell Street will be closed between Kalamazoo and Waukazoo Avenues; that 300+ people attended the Rotary Fall Festival at the Winter Sports Park last Saturday to promote Parks and Recreation with focus on the Hockey Rink Pavilion project which featured a pumpkin rolling contest, live band and food trucks; and that the non-motorized trail replacement began today and the trail will be closed from Townsend Road about a half mile towards Preserve Drive which should be completed by Friday, weather permitting.

City Councilmembers inquired if money was being reserved for the trail to replace the asphalt and commended Parks and Recreation staff for their efforts on the Fall Festival.

The City Manager responded that the wheelway project is funded by the General Fund and monies are not set aside and discussed the need for a special millage to provide funding for the parks for future replacements and for ongoing operating to continue the current level of services.

### **Approve 2022 Downtown Programs & Services – Resolution No. 19595**

The City Manager reviewed that a public hearing was previously held earlier in the meeting and that the DMB recommended an assessment formula at a 2% rate increase compared to the 2021 formula.

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

WHEREAS, at its meeting of October 4, 2021, the City Council reviewed a report by the City Manager dated September 28, 2021, as required of City Code provisions, that listed proposed programs and services to be provided to property owners and tenants within the Downtown Management Board's territory during 2022 and a proposed roll of special assessments to be spread against properties within the Management Board's district at a 2% rate increase compared to the 2021 formula, as a means of financing such proposed programs and services; and

WHEREAS, following its review of that September 28 report, the City Council scheduled a public hearing for 7:00 P.M., Monday, October 18, 2021, as required of City Code provisions, to receive comments concerning proposed Downtown Management Board programs and services; and

WHEREAS, the City Council now has conducted this October 18 public hearing to receive comments concerning proposed programs and services as recommended by the Downtown Management Board:

NOW, THEREFORE, BE IT RESOLVED that the City Council does and hereby approves proposed programs and services as recommended by the Downtown Management Board and costs as estimated by the Management Board to be assessed eligible property owners within the boundaries of the proposed assessment district at a 2% rate increase compared to the 2021 formula that are coterminous to those of the Management Board's territory; and

BE IT FURTHER RESOLVED that the City staff be and is hereby directed to prepare a special-assessment roll in accordance with the City Council's determination and to provide such a roll with the recommended formula rate for the City Council's review at its regular meeting of November 1, 2021.

Said resolution was adopted by the following vote:

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

NAYS: None (0)

#### **Discuss Draft Economic Development Incentive Policy**

The City Manager reviewed that this was a continued discussion of a draft policy meant to begin a discussion on what City Council would like included in a policy; that incentives towards projects could be used that focus on certain outcomes such as jobs, affordable housing, and redevelopment of older buildings; and that staff can develop other proposals such as a narrative policy that does not include a point rating system or a policy that may incorporate both.

City Councilmembers commented that the OPRA request which would have received 13 points with the draft policy, a medium priority, was a win for the City; heard from those in favor of the revisions that the project provides economic, environmental, and social benefits consistent with the goals of the City Master Plan; heard from those that creating a policy is a lengthy process and concerned with moving to quickly and not prioritizing and that it should be a collaborative effort; heard concerns that the policy is only addressing Redevelopment Ready sites, but others in the community could be worthy of incentives; that there is some confusion on what would be evaluated; if a property would only be considered if mixed-use or residential; concurred to expand to more than Redevelopment Ready sites; heard from those not in favor of giving tax abatements to everyone; and heard from those in favor and against using a point rating scale.

The City Planner reviewed that the Master Plan sets out a vision and a policy could help fulfill the vision and gave an example that solar panels on roof tops could be an incentive which would help the City's 100% renewable energy goal.

City Councilmembers concurred to continue discussion of a draft policy.

#### **Approve City Manager Recruitment Proposal – Resolution No. 19596**

The City Manager reviewed that with a vacancy in the City Manager position, proposals for an executive search to fill the position were requested from The Mercer Group, Inc., Michigan Municipal League (MML) and GovHR USA; that these three vendors appeared to be ones that were most viable for the Director of Finance position so they were contacted for the City Manager position; and that the hiring of the City Manager is solely the responsibility of City Council and providing proposals is meant to help with the process.

City Councilmembers reviewed proposals; inquired how internal candidates would apply and if there was an internal posting first; heard from those on past experience who were not inclined to select The Mercer Group; heard from those in favor of GovHR or MML; that MML focuses on Michigan and impressed with client list; heard that The Mercer Group was responsive to Council wishes and delivered in the past; heard from those concerned on the lack of searches from The Mercer Group from 2015 to-date; and discussed the possibility of calling references or interviewing MML and GovHR but that it would delay the process.

City Councilmember Shiels moved that, seconded by City Councilmember Wagner to approve contracting with Michigan Municipal League in the amount of \$19,000 for an executive search for the vacant City Manager position.

Said motion was adopted by the following vote:

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

NAYS: None (0)

### **Discuss Continuation of Zoom Meetings**

The City Manager reviewed that with the City's return to in-person meetings, the meetings have also continued to be held through Zoom; that there has been comments regarding the continuation of teleconferencing and whether meetings should return to in-person only; that the meetings require additional staff on hand to manage the Zoom meetings and there has been some issues with making presentations to Council and to in-person and remote participants; that the City is not required to record audio or video portions of any meetings, but may do so voluntarily; and that staff estimated about 10 Zoom participants per Council meeting which fell off significantly as business returned to normal.

City Councilmembers commented that the COVID-19 pandemic has not ended and is still an immediate concern in the community; recognized technology challenges; that Zoom meetings make civic engagement easier; and heard a suggestion to track number of users at City meetings and potentially reconsider in early 2022.

The City Manager responded that staff is currently working on upgrading the technology in the Council Chambers but there have been challenges with equipment delivery and installation.

City Councilmembers concurred to continue using Zoom for City Council meetings.

### **Approve Interim City Manager Wage Request – Resolution No. 19597**

Mr. Terry reviewed that with the appointment of Interim City Manager, he was requesting an additional wage of \$1,000 per week during this period and that in 2015 while in this position, the rate was an additional \$750 per week and lasted 25 weeks.

City Councilmember Marshall moved that, seconded by City Councilmember Wagner to approve the Interim City Manager compensation of an additional \$1,000 per week during the appointment.

Said motion was adopted by the following vote:

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

NAYS: None (0)

### **Council Comments**

Mayor Murphy asked for City Council comments and City Councilmember Wagner thanked Mr. Terry for putting the City first before his retirement. City Councilmember Shiels congratulated Councilmember Walker on becoming a grandma, suggested tabling and not pursuing the University of Michigan deer management project since graduate students are too busy to take on project and inquired on establishing an Ad-Hoc Committee to help move along items faster to the Planning Commission. City Councilmember Marshall commented on the raised flowerbeds in front of the J.C. Penny building and inquired who owns the bed since there has been public comments that it may be removed.

The City Manager responded that staff would look in to issue and report back to City Council.

There being no further business to come before the City Council, this October 18, 2021, meeting of the City Council adjourned at 8:27 P.M.

John Murphy, Mayor

Alan Terry, Clerk-Treasurer

DRAFT



GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
10/21	10/20/2021	94819	A.R. Pontius Flower Shop	248-739-774.000	120.00
10/21	10/20/2021	94820	Advanced Turf Solutions Inc.	101-756-775.000	704.00
10/21	10/20/2021	94821	Airgas USA LLC	661-598-785.000	27.98
10/21	10/20/2021	94821	Airgas USA LLC	661-598-785.000	55.01
10/21	10/20/2021	94822	All Scapes LLC	202-467-802.000	4,245.00
10/21	10/20/2021	94823	Amazon Capital Services	101-268-775.000	144.99
10/21	10/20/2021	94824	American Water Works Assoc.	592-549-915.000	130.00
10/21	10/20/2021	94824	American Water Works Assoc.	592-549-915.000	180.00
10/21	10/20/2021	94825	Anixter Inc.	582-020-360.000	200.00
10/21	10/20/2021	94826	APX INC.	582-588-915.000	52.68
10/21	10/20/2021	94827	AT & T MOBILITY	514-587-920.000	342.01
10/21	10/20/2021	94828	Atchison Paper & Supply	271-790-752.000	111.84
10/21	10/20/2021	94829	Bill's Farm Market	248-540-882.000	800.00
10/21	10/20/2021	94830	Blue Care Network	101-172-724.000	375.28
10/21	10/20/2021	94830	Blue Care Network	101-201-724.000	1,651.24
10/21	10/20/2021	94830	Blue Care Network	101-208-724.000	450.34
10/21	10/20/2021	94830	Blue Care Network	101-215-724.000	375.28
10/21	10/20/2021	94830	Blue Care Network	101-265-724.000	517.89
10/21	10/20/2021	94830	Blue Care Network	101-268-724.000	1,114.59
10/21	10/20/2021	94830	Blue Care Network	592-560-724.000	1,125.84
10/21	10/20/2021	94830	Blue Care Network	101-773-724.000	382.79
10/21	10/20/2021	94830	Blue Care Network	101-789-724.000	780.59
10/21	10/20/2021	94830	Blue Care Network	271-790-724.000	4,428.32
10/21	10/20/2021	94830	Blue Care Network	514-587-724.000	375.28
10/21	10/20/2021	94830	Blue Care Network	582-588-724.000	3,902.92
10/21	10/20/2021	94830	Blue Care Network	592-549-724.000	1,576.18
10/21	10/20/2021	94830	Blue Care Network	101-345-724.000	11,258.39
10/21	10/20/2021	94830	Blue Care Network	101-400-724.000	555.42
10/21	10/20/2021	94830	Blue Care Network	101-441-724.000	1,260.95
10/21	10/20/2021	94830	Blue Care Network	101-754-724.000	506.63
10/21	10/20/2021	94830	Blue Care Network	101-756-724.000	1,298.47
10/21	10/20/2021	94830	Blue Care Network	101-770-724.000	2,439.32
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	101-172-724.000	948.17
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	101-201-724.000	1,106.20
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	101-208-724.000	1,054.84
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	101-345-724.000	6,637.22
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	101-441-724.000	1,185.22
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	204-481-724.000	2,923.53
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	271-790-724.000	395.07
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	514-587-724.000	395.07
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	582-588-724.000	1,299.61
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	592-549-724.000	4,345.80
10/21	10/20/2021	94831	BLUE CROSS\BLUE SHIELD - MICH.	592-560-724.000	1,054.84
10/21	10/20/2021	94832	CCP Industries Inc.	204-481-767.000	112.80
10/21	10/20/2021	94832	CCP Industries Inc.	101-528-775.000	112.81
10/21	10/20/2021	94833	Centaris	271-790-802.000	386.00
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	47.59
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	373.95
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	66.98
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	76.02
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	286.36
10/21	10/20/2021	94834	Consumers Energy	202-475-920.000	100.29
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	43.15
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	60.47
10/21	10/20/2021	94834	Consumers Energy	592-558-920.000	122.19
10/21	10/20/2021	94835	David L Hoffman Landscaping & Nursery	101-754-802.100	414.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
10/21	10/20/2021	94835	David L Hoffman Landscaping & Nursery	204-470-802.000	3,219.00
10/21	10/20/2021	94836	Delta Dental	101-172-724.000	49.97
10/21	10/20/2021	94836	Delta Dental	101-201-724.000	102.84
10/21	10/20/2021	94836	Delta Dental	101-208-724.000	78.63
10/21	10/20/2021	94836	Delta Dental	101-215-724.000	1.58
10/21	10/20/2021	94836	Delta Dental	101-265-724.000	23.81
10/21	10/20/2021	94836	Delta Dental	101-268-724.000	47.86
10/21	10/20/2021	94836	Delta Dental	592-549-724.000	318.17
10/21	10/20/2021	94836	Delta Dental	592-560-724.000	118.05
10/21	10/20/2021	94836	Delta Dental	701-000-230.110	1,296.89
10/21	10/20/2021	94836	Delta Dental	101-773-724.000	16.00
10/21	10/20/2021	94836	Delta Dental	101-789-724.000	32.03
10/21	10/20/2021	94836	Delta Dental	204-481-724.000	131.51
10/21	10/20/2021	94836	Delta Dental	271-790-724.000	218.97
10/21	10/20/2021	94836	Delta Dental	514-587-724.000	37.10
10/21	10/20/2021	94836	Delta Dental	582-588-724.000	242.19
10/21	10/20/2021	94836	Delta Dental	101-345-724.000	851.86
10/21	10/20/2021	94836	Delta Dental	101-400-724.000	26.57
10/21	10/20/2021	94836	Delta Dental	101-441-724.000	125.41
10/21	10/20/2021	94836	Delta Dental	101-754-724.000	24.88
10/21	10/20/2021	94836	Delta Dental	101-756-724.000	63.80
10/21	10/20/2021	94836	Delta Dental	101-770-724.000	122.90
10/21	10/20/2021	94837	Derrer Oil Co.	661-598-759.000	2,225.78
10/21	10/20/2021	94838	Dinon Law PLLC	101-266-802.000	157.50
10/21	10/20/2021	94839	Englebrecht, Robert	101-257-802.100	3,750.00
10/21	10/20/2021	94840	Environmental Resource Assoc.	592-553-802.000	737.86
10/21	10/20/2021	94841	First Book	271-790-760.100	36.00
10/21	10/20/2021	94842	Gale/Cengage Learning	271-790-760.000	16.99
10/21	10/20/2021	94843	GFL Environmental	592-551-806.000	370.02
10/21	10/20/2021	94843	GFL Environmental	101-770-802.000	98.47
10/21	10/20/2021	94843	GFL Environmental	101-756-802.000	40.28
10/21	10/20/2021	94843	GFL Environmental	101-789-802.000	44.76
10/21	10/20/2021	94843	GFL Environmental	101-754-802.000	102.95
10/21	10/20/2021	94843	GFL Environmental	101-268-802.000	62.67
10/21	10/20/2021	94843	GFL Environmental	101-265-802.000	98.48
10/21	10/20/2021	94843	GFL Environmental	101-773-931.000	211.75
10/21	10/20/2021	94843	GFL Environmental	101-265-802.000	211.75
10/21	10/20/2021	94843	GFL Environmental	101-770-802.000	211.75
10/21	10/20/2021	94843	GFL Environmental	101-754-802.000	211.75
10/21	10/20/2021	94844	Grand Traverse Mobile Communications	661-020-142.000	5,129.50
10/21	10/20/2021	94845	Great Lakes Energy	592-538-920.000	41.30
10/21	10/20/2021	94845	Great Lakes Energy	592-558-920.000	59.91
10/21	10/20/2021	94845	Great Lakes Energy	101-345-920.100	253.84
10/21	10/20/2021	94845	Great Lakes Energy	592-538-920.000	55.55
10/21	10/20/2021	94845	Great Lakes Energy	592-558-920.000	64.24
10/21	10/20/2021	94846	Green Projects Group	582-588-803.000	100.00
10/21	10/20/2021	94846	Green Projects Group	582-588-803.000	100.00
10/21	10/20/2021	94846	Green Projects Group	582-588-803.000	100.00
10/21	10/20/2021	94846	Green Projects Group	582-588-803.000	100.00
10/21	10/20/2021	94846	Green Projects Group	582-588-803.000	100.00
10/21	10/20/2021	94846	Green Projects Group	582-588-803.000	100.00
10/21	10/20/2021	94847	Haley's Plumbing & Heating	592-547-802.000	120.00-
10/21	10/20/2021	94847	Haley's Plumbing & Heating	592-554-802.000	1,358.76
10/21	10/20/2021	94848	HARBOR FENCE COMPANY	204-444-802.000	1,692.00
10/21	10/20/2021	94849	Harrell's LLC	101-756-775.000	82.50
10/21	10/20/2021	94850	Haviland Products Company	592-551-783.000	6,482.57

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
10/21	10/20/2021	94851	HydroCorp	592-545-802.000	1,768.00
10/21	10/20/2021	94852	Integra Realty Resources	101-257-802.000	20,700.00
10/21	10/20/2021	94853	K & J Septic Service LLC	101-770-802.000	300.00
10/21	10/20/2021	94854	KSS Enterprises	101-770-934.000	84.46
10/21	10/20/2021	94854	KSS Enterprises	101-770-775.000	868.08
10/21	10/20/2021	94854	KSS Enterprises	101-770-775.000	493.61-
10/21	10/20/2021	94854	KSS Enterprises	101-770-775.000	653.24
10/21	10/20/2021	94855	L & S Tree Service and Nursery LLC	101-770-912.000	70.00
10/21	10/20/2021	94856	L.S. ENGINEERING INC.	592-020-342.000	14,782.50
10/21	10/20/2021	94856	L.S. ENGINEERING INC.	203-451-802.000	14,782.50
10/21	10/20/2021	94857	Lamont, Scott	101-345-912.000	397.60
10/21	10/20/2021	94858	McCardel Culligan	592-553-802.000	60.00
10/21	10/20/2021	94859	McLaren Northern - PP	101-345-802.000	18.39
10/21	10/20/2021	94860	MDC Contracting LLC	592-545-802.000	1,024.59
10/21	10/20/2021	94861	Mead & Hunt	592-556-802.000	460.00
10/21	10/20/2021	94862	Meyer Ace Hardware	592-542-775.000	30.58
10/21	10/20/2021	94862	Meyer Ace Hardware	592-558-775.000	23.39
10/21	10/20/2021	94862	Meyer Ace Hardware	592-540-775.000	2.51
10/21	10/20/2021	94862	Meyer Ace Hardware	582-586-775.000	6.82
10/21	10/20/2021	94862	Meyer Ace Hardware	101-268-775.000	13.47
10/21	10/20/2021	94862	Meyer Ace Hardware	582-586-775.000	3.05
10/21	10/20/2021	94863	Michigan Association of Chiefs of Police	101-345-915.000	100.00
10/21	10/20/2021	94864	Michigan Library Association	271-790-912.000	1,595.00
10/21	10/20/2021	94865	Michigan Rural Water Assoc.	592-549-915.000	620.00
10/21	10/20/2021	94865	Michigan Rural Water Assoc.	592-549-915.000	310.00
10/21	10/20/2021	94866	Michigan Water Environment Assoc.	592-560-915.000	150.00
10/21	10/20/2021	94867	Midwest Tape	271-790-761.000	19.99
10/21	10/20/2021	94867	Midwest Tape	271-790-761.000	29.99
10/21	10/20/2021	94867	Midwest Tape	271-790-761.000	68.24
10/21	10/20/2021	94868	NFPA Certification Department	101-345-915.000	150.00
10/21	10/20/2021	94869	Northern Copy Express Inc.	101-770-802.000	88.00
10/21	10/20/2021	94870	Petoskey Rotary Club	101-756-880.000	225.50
10/21	10/20/2021	94871	Plunkett Cooney	101-266-802.000	715.50
10/21	10/20/2021	94871	Plunkett Cooney	101-266-802.000	1,587.50
10/21	10/20/2021	94871	Plunkett Cooney	101-266-802.000	1,120.90
10/21	10/20/2021	94871	Plunkett Cooney	101-257-802.000	97.50
10/21	10/20/2021	94871	Plunkett Cooney	101-266-802.000	9,560.00
10/21	10/20/2021	94872	Power Line Supply	582-586-775.000	327.50
10/21	10/20/2021	94872	Power Line Supply	582-010-111.000	1,093.60
10/21	10/20/2021	94872	Power Line Supply	582-010-111.000	234.00-
10/21	10/20/2021	94872	Power Line Supply	582-586-775.000	204.00
10/21	10/20/2021	94872	Power Line Supply	582-010-111.000	681.30
10/21	10/20/2021	94872	Power Line Supply	582-592-775.000	137.02
10/21	10/20/2021	94873	Quality Assurance Services LLC	592-553-802.000	358.00
10/21	10/20/2021	94874	Quality First Aid & Safety Inc.	582-593-930.000	21.99
10/21	10/20/2021	94875	R.W. MERCER CO INC.	101-789-802.000	699.70
10/21	10/20/2021	94875	R.W. MERCER CO INC.	101-789-802.000	3,476.44
10/21	10/20/2021	94876	Robert H. Wager Co. Inc.	592-556-775.000	4,015.01
10/21	10/20/2021	94877	SenSource	271-790-802.000	280.00
10/21	10/20/2021	94878	Spectrum Business	101-172-850.000	87.86
10/21	10/20/2021	94878	Spectrum Business	101-201-850.000	70.29
10/21	10/20/2021	94878	Spectrum Business	101-208-850.000	43.93
10/21	10/20/2021	94878	Spectrum Business	101-257-850.000	43.93
10/21	10/20/2021	94878	Spectrum Business	101-215-850.000	35.14
10/21	10/20/2021	94878	Spectrum Business	101-345-850.000	96.64
10/21	10/20/2021	94878	Spectrum Business	101-345-850.100	181.55

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10/21	10/20/2021	94878	Spectrum Business	101-770-850.000	114.98
10/21	10/20/2021	94878	Spectrum Business	592-560-850.000	38.00
10/21	10/20/2021	94878	Spectrum Business	101-345-850.000	70.48
10/21	10/20/2021	94878	Spectrum Business	514-587-802.100	133.16
10/21	10/20/2021	94878	Spectrum Business	582-593-850.000	38.00
10/21	10/20/2021	94878	Spectrum Business	582-588-850.000	94.99
10/21	10/20/2021	94878	Spectrum Business	582-588-850.000	94.99
10/21	10/20/2021	94878	Spectrum Business	582-593-850.000	35.14
10/21	10/20/2021	94878	Spectrum Business	592-549-850.000	52.71
10/21	10/20/2021	94878	Spectrum Business	592-560-850.000	52.71
10/21	10/20/2021	94878	Spectrum Business	101-770-850.000	17.57
10/21	10/20/2021	94878	Spectrum Business	101-773-850.000	17.57
10/21	10/20/2021	94878	Spectrum Business	101-789-850.000	17.58
10/21	10/20/2021	94878	Spectrum Business	101-400-850.000	43.93
10/21	10/20/2021	94878	Spectrum Business	101-441-850.000	79.07
10/21	10/20/2021	94878	Spectrum Business	101-756-850.000	43.93
10/21	10/20/2021	94878	Spectrum Business	204-481-850.000	26.36
10/21	10/20/2021	94878	Spectrum Business	204-481-850.000	26.36
10/21	10/20/2021	94878	Spectrum Business	582-588-850.000	87.86
10/21	10/20/2021	94879	Staples Advantage	101-789-751.000	2.50
10/21	10/20/2021	94879	Staples Advantage	101-345-751.000	32.52
10/21	10/20/2021	94879	Staples Advantage	101-400-751.000	6.25
10/21	10/20/2021	94879	Staples Advantage	101-441-751.000	18.76
10/21	10/20/2021	94879	Staples Advantage	101-770-751.000	3.75
10/21	10/20/2021	94879	Staples Advantage	101-773-775.000	1.25
10/21	10/20/2021	94879	Staples Advantage	101-756-751.000	12.51
10/21	10/20/2021	94879	Staples Advantage	101-172-751.000	12.51
10/21	10/20/2021	94879	Staples Advantage	101-201-751.000	12.51
10/21	10/20/2021	94879	Staples Advantage	101-208-751.000	8.75
10/21	10/20/2021	94879	Staples Advantage	101-257-751.000	6.25
10/21	10/20/2021	94879	Staples Advantage	101-215-751.000	7.50
10/21	10/20/2021	94880	State of Michigan-Dept of Environment	101-773-802.000	158.00
10/21	10/20/2021	94881	Temperature Control Inc.	592-554-802.000	372.50
10/21	10/20/2021	94881	Temperature Control Inc.	592-554-802.000	372.50
10/21	10/20/2021	94882	Tetra Tech Inc	592-537-802.000	400.00
10/21	10/20/2021	94883	Thompson Park Avenue Properties LLC	514-587-802.100	789.37
10/21	10/20/2021	94884	Traffic & Safety Control Systems Inc.	514-587-802.000	81.00
10/21	10/20/2021	94885	Trophy Case, The	514-587-775.000	9.00
10/21	10/20/2021	94886	UpNorth Fire & Safety LLC	592-555-802.000	25.00
10/21	10/20/2021	94886	UpNorth Fire & Safety LLC	592-537-802.000	383.50
10/21	10/20/2021	94886	UpNorth Fire & Safety LLC	592-543-802.000	150.00
10/21	10/20/2021	94886	UpNorth Fire & Safety LLC	592-558-802.000	85.00
10/21	10/20/2021	94887	Van's Business Machines	271-790-931.000	23.09
10/21	10/20/2021	94888	Verizon Wireless	592-549-850.000	3.16
10/21	10/20/2021	94888	Verizon Wireless	582-588-850.000	8.65
10/21	10/20/2021	94888	Verizon Wireless	101-345-850.000	36.07
10/21	10/20/2021	94888	Verizon Wireless	101-770-850.000	36.07
10/21	10/20/2021	94888	Verizon Wireless	101-773-850.000	54.83
10/21	10/20/2021	94888	Verizon Wireless	101-789-850.000	54.83
10/21	10/20/2021	94888	Verizon Wireless	101-770-850.000	72.14
10/21	10/20/2021	94888	Verizon Wireless	101-345-850.000	36.07
10/21	10/20/2021	94888	Verizon Wireless	101-345-850.000	55.64
10/21	10/20/2021	94888	Verizon Wireless	592-538-850.000	55.64
10/21	10/20/2021	94888	Verizon Wireless	592-538-920.000	280.07
10/21	10/20/2021	94889	Voss Lighting	582-590-775.000	263.01
10/21	10/20/2021	94889	Voss Lighting	582-590-775.000	639.87

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10/21	10/20/2021	94889	Voss Lighting	582-590-775.000	955.92
10/21	10/20/2021	94890	VSP	101-172-724.000	26.88
10/21	10/20/2021	94890	VSP	101-201-724.000	48.16
10/21	10/20/2021	94890	VSP	101-208-724.000	16.24
10/21	10/20/2021	94890	VSP	101-215-724.000	10.64
10/21	10/20/2021	94890	VSP	101-265-724.000	11.98
10/21	10/20/2021	94890	VSP	101-268-724.000	23.32
10/21	10/20/2021	94890	VSP	592-549-724.000	145.88
10/21	10/20/2021	94890	VSP	592-560-724.000	37.24
10/21	10/20/2021	94890	VSP	701-000-230.110	39.76
10/21	10/20/2021	94890	VSP	101-773-724.000	8.06
10/21	10/20/2021	94890	VSP	101-789-724.000	15.62
10/21	10/20/2021	94890	VSP	204-481-724.000	66.64
10/21	10/20/2021	94890	VSP	271-790-724.000	114.80
10/21	10/20/2021	94890	VSP	514-587-724.000	21.28
10/21	10/20/2021	94890	VSP	582-588-724.000	122.64
10/21	10/20/2021	94890	VSP	101-345-724.000	442.97
10/21	10/20/2021	94890	VSP	101-400-724.000	13.89
10/21	10/20/2021	94890	VSP	101-441-724.000	64.74
10/21	10/20/2021	94890	VSP	101-754-724.000	13.24
10/21	10/20/2021	94890	VSP	101-756-724.000	31.42
10/21	10/20/2021	94890	VSP	101-770-724.000	65.24
10/21	10/20/2021	94891	W.W. Fairbairn & Sons	101-773-775.000	6.58
10/21	10/20/2021	94892	WATER ENVIRONMENT FEDERATION	592-560-915.000	217.00
10/21	10/20/2021	94893	Windemuller	592-558-802.000	1,045.90
10/21	10/20/2021	94893	Windemuller	592-537-802.000	1,500.00
10/21	10/20/2021	94893	Windemuller	592-554-802.000	600.00
10/21	10/20/2021	94893	Windemuller	592-555-802.000	553.00
10/21	10/27/2021	94899	1000Bulbs	582-590-775.000	494.64
10/21	10/27/2021	94900	Alliance Entertainment	271-790-761.000	11.89-
10/21	10/27/2021	94900	Alliance Entertainment	271-790-761.100	202.04
10/21	10/27/2021	94900	Alliance Entertainment	271-790-761.100	16.47
10/21	10/27/2021	94900	Alliance Entertainment	271-790-761.000	12.75
10/21	10/27/2021	94900	Alliance Entertainment	271-790-761.000	254.57
10/21	10/27/2021	94900	Alliance Entertainment	271-790-761.100	42.86
10/21	10/27/2021	94901	Amazon Capital Services	101-101-751.000	27.98
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-760.000	229.33
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-761.000	67.36
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-930.000	189.95
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-958.000	45.89
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-958.200	99.59
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-964.000	109.77
10/21	10/27/2021	94902	Amazon Credit Plan	271-790-985.000	24.63
10/21	10/27/2021	94903	AMERICAN TEST CENTER	661-598-932.000	1,640.00
10/21	10/27/2021	94903	AMERICAN TEST CENTER	582-593-785.000	220.00
10/21	10/27/2021	94904	Benchmark Engineering Inc.	203-451-802.000	267.00
10/21	10/27/2021	94904	Benchmark Engineering Inc.	592-544-802.000	4,146.25
10/21	10/27/2021	94905	Center Point Large Print	271-790-760.000	27.97
10/21	10/27/2021	94906	Char-Em United Way	701-000-230.800	51.50
10/21	10/27/2021	94907	David L Hoffman Landscaping & Nursery	202-467-802.000	630.00
10/21	10/27/2021	94908	Dearborn Life Insurance Co	701-000-230.190	2,067.00
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-201-724.000	44.89
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-208-724.000	19.16
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-215-724.000	18.00
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-265-724.000	4.79
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-268-724.000	11.98

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10/21	10/27/2021	94908	Dearborn Life Insurance Co	592-549-724.000	54.88
10/21	10/27/2021	94908	Dearborn Life Insurance Co	592-560-724.000	20.60
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-773-724.000	5.75
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-789-724.000	10.54
10/21	10/27/2021	94908	Dearborn Life Insurance Co	204-481-724.000	66.24
10/21	10/27/2021	94908	Dearborn Life Insurance Co	271-790-724.000	97.99
10/21	10/27/2021	94908	Dearborn Life Insurance Co	514-587-724.000	13.61
10/21	10/27/2021	94908	Dearborn Life Insurance Co	582-588-724.000	54.13
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-345-724.000	505.82
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-400-724.000	11.50
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-441-724.000	32.57
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-754-724.000	5.27
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-756-724.000	16.29
10/21	10/27/2021	94908	Dearborn Life Insurance Co	101-770-724.000	35.45
10/21	10/27/2021	94909	Derrer Oil Co.	661-598-759.000	2,472.03
10/21	10/27/2021	94910	Dombos Sign Inc.	202-475-802.000	54.90
10/21	10/27/2021	94911	DTE Energy	101-345-920.000	73.53
10/21	10/27/2021	94911	DTE Energy	592-538-920.000	37.07
10/21	10/27/2021	94911	DTE Energy	101-265-924.000	41.27
10/21	10/27/2021	94911	DTE Energy	582-593-924.000	44.79
10/21	10/27/2021	94911	DTE Energy	101-773-924.000	78.43
10/21	10/27/2021	94911	DTE Energy	101-265-924.000	51.80
10/21	10/27/2021	94911	DTE Energy	592-555-920.000	39.27
10/21	10/27/2021	94911	DTE Energy	592-538-920.000	34.26
10/21	10/27/2021	94911	DTE Energy	592-551-920.000	65.12
10/21	10/27/2021	94911	DTE Energy	592-551-920.000	1,030.69
10/21	10/27/2021	94911	DTE Energy	271-790-924.000	42.43
10/21	10/27/2021	94911	DTE Energy	592-538-920.000	40.57
10/21	10/27/2021	94911	DTE Energy	582-593-920.000	72.48
10/21	10/27/2021	94911	DTE Energy	592-538-920.000	34.26
10/21	10/27/2021	94911	DTE Energy	271-790-924.000	43.46
10/21	10/27/2021	94911	DTE Energy	101-345-920.100	58.10
10/21	10/27/2021	94911	DTE Energy	101-268-924.000	94.56
10/21	10/27/2021	94911	DTE Energy	101-770-924.000	47.58
10/21	10/27/2021	94911	DTE Energy	592-558-920.000	34.26
10/21	10/27/2021	94912	Dubois-Cooper Associates Inc.	592-558-802.000	120.00
10/21	10/27/2021	94913	Dunn's Business Solutions	101-172-751.000	6.95
10/21	10/27/2021	94913	Dunn's Business Solutions	101-201-751.000	6.95
10/21	10/27/2021	94913	Dunn's Business Solutions	101-208-751.000	4.86
10/21	10/27/2021	94913	Dunn's Business Solutions	101-257-751.000	3.47
10/21	10/27/2021	94913	Dunn's Business Solutions	101-215-751.000	4.17
10/21	10/27/2021	94913	Dunn's Business Solutions	101-345-751.000	18.07
10/21	10/27/2021	94913	Dunn's Business Solutions	101-400-751.000	3.47
10/21	10/27/2021	94913	Dunn's Business Solutions	101-441-751.000	10.42
10/21	10/27/2021	94913	Dunn's Business Solutions	101-770-751.000	2.08
10/21	10/27/2021	94913	Dunn's Business Solutions	101-773-775.000	.69
10/21	10/27/2021	94913	Dunn's Business Solutions	101-756-751.000	6.95
10/21	10/27/2021	94913	Dunn's Business Solutions	101-789-751.000	1.41
10/21	10/27/2021	94914	Etna Supply	582-586-775.000	216.00
10/21	10/27/2021	94915	Fastenal Company	202-475-775.000	42.75
10/21	10/27/2021	94915	Fastenal Company	203-475-775.000	42.75
10/21	10/27/2021	94916	Fettig's Landscaping Inc.	101-770-802.000	4,925.00
10/21	10/27/2021	94916	Fettig's Landscaping Inc.	101-770-802.000	4,785.00
10/21	10/27/2021	94917	FMW Construction	582-593-802.000	826.14
10/21	10/27/2021	94918	Gibby's Garage	203-475-802.000	34.00
10/21	10/27/2021	94918	Gibby's Garage	661-598-931.000	646.00

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10/21	10/27/2021	94918	Gibby's Garage	661-598-932.000	238.00
10/21	10/27/2021	94918	Gibby's Garage	514-587-931.000	272.00
10/21	10/27/2021	94918	Gibby's Garage	582-593-930.000	612.00
10/21	10/27/2021	94918	Gibby's Garage	661-598-931.000	476.00
10/21	10/27/2021	94918	Gibby's Garage	661-598-932.000	340.00
10/21	10/27/2021	94919	Gibson Excavating LLC	101-770-802.000	1,960.00
10/21	10/27/2021	94919	Gibson Excavating LLC	592-544-802.000	1,150.00
10/21	10/27/2021	94919	Gibson Excavating LLC	592-545-802.000	6,605.00
10/21	10/27/2021	94920	Green Projects Group	582-588-803.000	100.00
10/21	10/27/2021	94920	Green Projects Group	582-588-803.000	100.00
10/21	10/27/2021	94920	Green Projects Group	582-588-803.000	100.00
10/21	10/27/2021	94921	GRP Engineering Inc.	582-588-802.000	474.50
10/21	10/27/2021	94921	GRP Engineering Inc.	582-588-802.000	1,072.50
10/21	10/27/2021	94922	HACH COMPANY	592-537-775.000	745.44
10/21	10/27/2021	94923	Hubbell Roth & Clark Inc.	592-560-802.000	1,755.75
10/21	10/27/2021	94923	Hubbell Roth & Clark Inc.	592-020-342.000	2,369.46
10/21	10/27/2021	94923	Hubbell Roth & Clark Inc.	592-025-343.000	4,971.65
10/21	10/27/2021	94924	Hyde Services LLC	661-598-931.000	8.40
10/21	10/27/2021	94925	Integrity Business Solutions	101-172-751.000	20.43
10/21	10/27/2021	94925	Integrity Business Solutions	101-201-751.000	25.34
10/21	10/27/2021	94925	Integrity Business Solutions	101-208-751.000	25.19
10/21	10/27/2021	94925	Integrity Business Solutions	101-215-751.000	12.08
10/21	10/27/2021	94925	Integrity Business Solutions	101-345-751.000	49.92
10/21	10/27/2021	94925	Integrity Business Solutions	101-441-751.000	89.79
10/21	10/27/2021	94925	Integrity Business Solutions	101-268-775.000	9.43
10/21	10/27/2021	94925	Integrity Business Solutions	592-560-751.000	450.30
10/21	10/27/2021	94925	Integrity Business Solutions	101-770-751.000	62.86
10/21	10/27/2021	94925	Integrity Business Solutions	101-789-751.000	17.42
10/21	10/27/2021	94925	Integrity Business Solutions	101-201-751.000	5.57
10/21	10/27/2021	94926	K & J Septic Service LLC	101-770-802.000	340.00
10/21	10/27/2021	94926	K & J Septic Service LLC	101-770-802.000	280.00
10/21	10/27/2021	94927	K & L Plumbing and Heating LLC	101-770-802.000	224.64
10/21	10/27/2021	94927	K & L Plumbing and Heating LLC	101-770-802.000	269.05
10/21	10/27/2021	94928	Lowery Underground Service	582-020-360.000	10,334.08
10/21	10/27/2021	94928	Lowery Underground Service	582-598-802.000	6,431.92
10/21	10/27/2021	94929	Meyer Ace Hardware	101-773-775.000	134.96
10/21	10/27/2021	94929	Meyer Ace Hardware	101-268-775.000	17.98
10/21	10/27/2021	94929	Meyer Ace Hardware	101-770-775.000	6.29
10/21	10/27/2021	94929	Meyer Ace Hardware	592-553-775.000	8.09
10/21	10/27/2021	94929	Meyer Ace Hardware	101-268-775.000	13.12
10/21	10/27/2021	94929	Meyer Ace Hardware	101-345-775.000	12.39
10/21	10/27/2021	94929	Meyer Ace Hardware	582-586-775.000	2.69
10/21	10/27/2021	94929	Meyer Ace Hardware	101-770-775.000	6.99
10/21	10/27/2021	94929	Meyer Ace Hardware	101-770-775.000	49.63
10/21	10/27/2021	94929	Meyer Ace Hardware	101-770-775.000	34.85
10/21	10/27/2021	94929	Meyer Ace Hardware	101-770-775.000	14.37
10/21	10/27/2021	94929	Meyer Ace Hardware	101-268-775.000	23.36
10/21	10/27/2021	94929	Meyer Ace Hardware	101-789-775.000	4.49
10/21	10/27/2021	94929	Meyer Ace Hardware	101-268-775.000	.72
10/21	10/27/2021	94929	Meyer Ace Hardware	101-268-775.000	2.51
10/21	10/27/2021	94929	Meyer Ace Hardware	592-547-775.000	224.99
10/21	10/27/2021	94929	Meyer Ace Hardware	592-547-775.000	48.58
10/21	10/27/2021	94929	Meyer Ace Hardware	204-470-775.000	198.50
10/21	10/27/2021	94929	Meyer Ace Hardware	592-553-775.000	23.52
10/21	10/27/2021	94930	Michigan Officeways Inc.	271-790-751.000	136.85
10/21	10/27/2021	94931	Municipal Code Corporation	101-215-802.000	500.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
10/21	10/27/2021	94932	Northern Gale Cleaning & Property Mgmt	271-790-802.000	435.00
10/21	10/27/2021	94933	Otis Elevator Co.	271-790-930.000	3,243.12
10/21	10/27/2021	94933	Otis Elevator Co.	271-790-930.000	1,323.00
10/21	10/27/2021	94934	Payne & Dolan Inc.	592-545-802.000	2,250.00
10/21	10/27/2021	94935	Petoskey Parts Plus	661-598-931.000	13.06
10/21	10/27/2021	94935	Petoskey Parts Plus	661-598-931.000	7.98
10/21	10/27/2021	94936	Petoskey Regional Chamber	271-790-880.000	25.00
10/21	10/27/2021	94937	Plummer's Environmental Services Inc	592-025-343.000	15,818.00
10/21	10/27/2021	94938	Pro Image Design	661-020-142.000	850.00
10/21	10/27/2021	94938	Pro Image Design	271-790-970.000	1,245.00
10/21	10/27/2021	94939	Staples Advantage	101-172-751.000	6.15
10/21	10/27/2021	94939	Staples Advantage	101-201-751.000	6.15
10/21	10/27/2021	94939	Staples Advantage	101-208-751.000	4.30
10/21	10/27/2021	94939	Staples Advantage	101-257-751.000	3.07
10/21	10/27/2021	94939	Staples Advantage	101-215-751.000	3.69
10/21	10/27/2021	94939	Staples Advantage	101-789-751.000	1.25
10/21	10/27/2021	94939	Staples Advantage	101-770-751.000	149.92
10/21	10/27/2021	94939	Staples Advantage	101-345-751.000	15.99
10/21	10/27/2021	94939	Staples Advantage	101-400-751.000	3.07
10/21	10/27/2021	94939	Staples Advantage	101-441-751.000	9.22
10/21	10/27/2021	94939	Staples Advantage	101-770-751.000	1.84
10/21	10/27/2021	94939	Staples Advantage	101-773-775.000	.61
10/21	10/27/2021	94939	Staples Advantage	101-756-751.000	6.15
10/21	10/27/2021	94940	State of Michigan-Department of LARA	101-770-912.000	195.00
10/21	10/27/2021	94941	WATER ENVIRONMENT FEDERATION	592-560-915.000	217.00
10/21	10/15/2021	999239	ACH-ICMA 457	701-000-230.700	1,931.43
10/21	10/15/2021	999239	ACH-ICMA 457	701-000-230.700	5,100.00
10/21	10/15/2021	999239	ACH-ICMA 457	701-000-230.700	1,931.43-
10/21	10/15/2021	999239	ACH-ICMA 457	701-000-230.700	673.25
10/21	10/15/2021	999239	ACH-ICMA 457	701-000-230.700	5,100.00-
10/21	10/27/2021	999240	ACH-CHILD SUPPORT	701-000-230.160	160.23
10/21	10/27/2021	999241	ACH-EFTPS	701-000-230.200	13,033.56
10/21	10/27/2021	999241	ACH-EFTPS	701-000-230.100	21,996.06
10/21	10/27/2021	999241	ACH-EFTPS	701-000-230.200	13,033.56
10/21	10/27/2021	999241	ACH-EFTPS	701-000-230.200	3,048.15
10/21	10/27/2021	999241	ACH-EFTPS	701-000-230.200	3,048.15
10/21	10/27/2021	999242	ACH-ICMA 457	701-000-230.700	673.25-
10/21	10/27/2021	999242	ACH-ICMA 457	701-000-230.700	680.67
10/21	10/27/2021	999242	ACH-ICMA 457	701-000-230.700	5,100.00
10/21	10/27/2021	999242	ACH-ICMA 457	701-000-230.700	2,032.73
10/21	10/27/2021	999243	ACH-MERS Health Saving Plan	701-000-230.195	1,730.35
10/21	10/27/2021	999243	ACH-MERS Health Saving Plan	701-000-230.195	76.32
10/21	10/27/2021	999244	ICMA-ROTH	701-000-230.900	345.00
10/21	10/27/2021	999245	Mers DC 45	701-000-230.120	2,289.15
10/21	10/27/2021	999245	Mers DC 45	701-000-230.120	2,300.88
10/21	10/27/2021	999245	Mers DC 45	001-000-001.001	541.91
10/21	10/27/2021	999245	Mers DC 45	001-000-001.001	542.43

Grand Totals:

359,303.88



## Report Criteria:

Check.Check issue date = 10/14/2021-10/27/2021

Check Number	Check Issue Date	Name	GL Account	Amount
94818	10/20/2021	Maynard, Chelsea	582040285000	12.23
94894	10/27/2021	Blankenhagen, Samuel	582081642300	40.88
94895	10/27/2021	Kuch, Cheryl	101773931000	415.05
94896	10/27/2021	Nettleman, Florence	582588803000	50.00
94897	10/27/2021	Russell, David	582081642300	37.09
94898	10/27/2021	Wilhelm Michael	582081642300	17.53
Grand Totals:				<u>572.78</u>



**BOARD:** City Council

**MEETING DATE:** November 1, 2021      **DATE PREPARED:** October 28, 2021

**AGENDA SUBJECT:** Downtown-Area Special-Assessment Resolution

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

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**Background.** Following City Code provisions that regulate the City's special-assessment procedure, City Council on October 18 conducted a public hearing and received comments concerning the September 28 report by the City Manager that recommended the levy of special assessments against eligible, non-residential properties within the Downtown Management Board's territory to offset costs of programs and services that would be provided by the Downtown Management Board during 2022. Such revenues and expenditures have been included within the City's proposed 2022 Annual Budget. Following the October 18 public hearing, City Council, again in accordance with City Code special-assessment procedures, conditionally approved the proposed programs and services and their costs as they had been presented, established boundaries of the special-assessment district, and requested that an assessment roll be prepared by City staff and presented to City Council for review at the November 1 City Council meeting.

**Procedure.** Enclosed is a proposed special-assessment roll that is based upon the Downtown Management Board's September 21 recommendation that a 2% increase special-assessment formula be used for financing downtown-area programs and services, with \$0.1873 being the amount that would be assessed per square foot of useable, first-floor, non-residential building area; \$0.0468 being charged useable, non-residential area on floors other than the first floor; and vacant, unimproved lots being charged \$0.0572 per square foot for lot area. To meet City Code requirements, City Council will be asked on November 1 to adopt the enclosed proposed resolution that would confirm City Council's acceptance of the roll, order the roll be placed on file at City Hall for inspection, and schedule a public hearing for 7:00 P.M., Monday, November 15, to receive comments concerning the proposed special assessment.

sb  
Enclosures



WHEREAS, at its regular meeting of October 4, 2021, City Council reviewed a report by the City Manager dated September 28, 2021, as required of City Code provisions, that listed programs and services that had been proposed to be provided to property owners and tenants within the Downtown Management Board's territory along with a proposed assessment formula that could be implemented to finance such programs and services during 2022; and

WHEREAS, following that review, City Council on October 4, 2021, scheduled a public hearing for October 18, 2021, to receive comments concerning proposed programs and services as intended to be provided by the Downtown Management Board, as well as costs that had been estimated by the Downtown Management Board for providing such programs and services; and

WHEREAS, City Council, on October 18, 2021, approved proposed programs and services as recommended by the Downtown Management Board at their September 21, 2021 meeting and costs as estimated by the Management Board to be assessed eligible property owners within the boundaries of the proposed assessment district at a 2% increased rate compared to last year that are coterminous to those of the Management Board's territory; and

WHEREAS, in addition to approving proposed downtown-area programs and services and costs of such programs and services, City Council directed City staff to prepare a special-assessment roll in accordance with City Council's approval of recommended programs and services and costs of such programs and services for presentation to City Council at its meeting of November 1, 2021; and

WHEREAS, in response to City Council's direction, and in accordance with City Code provisions that regulate special-assessment procedures, City staff has provided a proposed special-assessment roll:

NOW, THEREFORE, BE IT RESOLVED that City of Petoskey City Council does and hereby accepts the assessment roll as prepared by the City staff and as presented to City Council; and

BE IT FURTHER RESOLVED that City Council does and hereby orders that said special-assessment roll be placed on file with City staff and made available for inspection by the public; and

BE IT FURTHER RESOLVED that City Council does and hereby schedules a public hearing for 7:00 P.M., Monday, November 15, 2021, to receive comments concerning this proposed special-assessment roll; and

BE IT FURTHER RESOLVED that City Council does and hereby directs City staff to publish a notice of the November 15, 2021, public hearing and notify potentially-affected property owners of said public hearing as required by City Code provisions that regulate City's special-assessment procedures.



# City of Petoskey

## Memo

**TO:** City Clerk-Treasurer  
**FROM:** City Assessor  
**DATE:** October 28, 2021  
**RE: TRANSMITTAL AND CERTIFICATION OF PROPOSED DOWNTOWN  
MANAGEMENT BOARD 2022 PROGRAMS AND SERVICES SPECIAL-  
ASSESSMENT ROLL**

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I hereby certify that the attached special assessment roll has been made by me pursuant to a resolution of the City Council of October 18, 2021, and that, in making the assessments herein, I have, as near as may be, according to my best judgment, conformed in all respects to the directions contained in said resolution and to Chapter 17 of the Petoskey Code, and to the State law and to the provisions of Section 17-8 of the Petoskey Code.

  
\_\_\_\_\_  
Robert Englebrecht, City Assessor

sb  
Enclosure

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT**

AREA AND COST PER FLOOR

STREET	FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		VACANT LAND		TOTAL COST
	AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
Bay Street	26,305	\$ 4,926.93	12,774	\$ 597.82	5,417	\$ 253.52	-	\$ -	3,240	\$ 151.63	-	\$ -	\$ 5,929.90
Division Street	-	-	-	-	-	-	-	-	-	-	-	-	-
Howard Street	70,662	13,234.99	20,309	950.46	-	-	-	-	20,554	961.93	-	-	15,147.38
Lake Street	93,147	17,446.43	51,771	2,422.88	8,273	387.18	-	-	45,481	2,128.51	-	-	22,385.00
Lewis Street	15,360	2,876.93	12,590	589.21	12,590	589.21	3,922	183.55	8,711	407.67	-	-	4,646.58
Michigan Street	21,766	4,076.77	300	14.04	-	-	-	-	-	-	6,324	361.73	4,452.54
Mitchell Street	173,384	32,474.82	55,064	2,577.00	14,375	672.75	-	-	88,526	4,143.02	87,528	5,006.60	44,874.19
Park Avenue	5,756	1,078.10	860	40.25	-	-	-	-	4,939	231.15	-	-	1,349.49
Petoskey Street	22,309	4,178.48	4,692	219.59	3,672	171.85	-	-	3,314	155.10	-	-	4,725.01
Rose Street	4,428	829.36	3,608	168.85	-	-	-	-	-	-	-	-	998.22
Waukazoo Street	5,028	941.74	-	-	-	-	-	-	-	-	-	-	941.74
<b>TOTALS</b>	<b>438,145</b>	<b>\$ 82,064.56</b>	<b>161,968</b>	<b>\$ 7,580.10</b>	<b>44,327</b>	<b>\$ 2,074.50</b>	<b>3,922</b>	<b>\$ 183.55</b>	<b>174,765</b>	<b>\$ 8,179.00</b>	<b>93,852</b>	<b>\$ 5,368.33</b>	<b>\$ 105,450.05</b>

Description	Rate
First Floor	\$0.1873
Non-First floor	\$0.0468
Unimproved	\$0.0572

Invoices 135

9/28/2021

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
BAY STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST	
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT			
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST		
06-226-001	CITY OF PETOSKEY	BAY STREET		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
06-226-002	CITY OF PETOSKEY	BAY STREET												-
06-226-003	PETOSKEY LAND & CATTLE	322 BAY STREET	5,893	1,103.76	3,086	144.42								1,248.18
06-200-011	ACROSS THE BAY	319 BAY STREET	1,476	276.45										276.45
06-200-006	WINE GUYS HOLDINGS, LLC	321 BAY STREET	1,763	330.21	1,433	67.06								397.27
06-200-007	KONDZIELA, PAUL TRUST	327 BAY STREET	821	153.77										153.77
06-200-008	LANDIS CONNIE - residential	329 BAY STREET	0	-	-	-								-
06-200-009	BAY STREET REAL ESTATE HOLDI	331 BAY STREET (HOWARD STREET)	1,228	230.00	888	41.56								271.56
05-101-017	NATIONAL CITY BANK MI/ IL	401 BAY STREET (HOWARD STREET)	3,436	643.56	930	43.52					1,209	56.58		743.67
05-101-062	TIP OF MIT WATERSHED	426 BAY STREET (PARK AVENUE)	2,590	485.11	1,020	47.74								532.84
05-104-101	BANK OF NORTHERN MICHIGAN	406 BAY STREET	5,190	972.09	5,417	253.52	5,417	253.52						1,479.12
05-105-101	HOWARD PROPERTY PARTNERS	400 BAY STREET, UNIT 1	802	150.21										150.21
05-105-102	HOWARD PROPERTY PARTNERS	400 BAY STREET, UNIT 2	1,354	253.60							744	34.82		288.42
05-105-103	HOWARD PROPERTY PARTNERS	400 BAY STREET, UNIT 3	1,752	328.15							1,287	60.23		388.38
11 TOTALS			26,305	\$ 4,926.93	12,774	\$ 597.82	5,417	\$ 253.52	-	\$ -	3,240	\$ 151.63		\$ 5,929.90

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
DIVISION STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST		
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT				
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST			
05-101-021	EMMET COUNTY	200 DIVISION STREET		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
05-101-046	EMMET COUNTY	DIVISION STREET													-
05-101-048	EMMET COUNTY	DIVISION STREET													-
0 TOTALS			-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ -

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
HOWARD STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-067	CRC HOLDINGS LLC	107 HOWARD STREET	3,780	\$ 707.99		\$ -		\$ -		\$ -		\$ -	\$ 707.99
05-101-011	SELDEN CARS, LLC	113 HOWARD STREET	1,306	244.61	852	39.87							284.49
05-101-015	117 HOWARD STREET, LLC	117 HOWARD STREET	2,280	427.04	788	36.88							463.92
05-101-022	ORAHAM, WALT/GENEVA TRUST	203 HOWARD STREET	4,786	896.42									896.42
05-101-024	HOWARD PROPERTY PARTNERS	209 HOWARD STREET	1,630	305.30	756	35.38							340.68
05-101-025	PHILLIPS, JUDY L. TRUST	215 HOWARD STREET	1,500	280.95	1,500	70.20							351.15
05-101-059	SYMONS, CHANDLER/LYNN TRUS	217 HOWARD STREET	900	168.57									168.57
05-101-036	SECOND EDITION INVEST. CO.	303 HOWARD STREET (EAST LAKE STREET)	1,425	266.90	1,425	66.69							333.59
05-101-047	SUMMIT POINT II LLC	307 HOWARD STREET	2,057	385.28									385.28
05-101-049	LAKE HOWARD LLC	309 HOWARD STREET (PARK AVENUE)	1,114	208.65	1,114	52.14							260.79
05-101-050	EASTER OTTER LLC	311 HOWARD STREET (PARK AVENUE)	1,857	347.82	897	41.98							389.80
05-151-001	SEL WAYS, LLC	411 HOWARD STREET	2,886	540.55									540.55
05-151-008	MUNSON, THOMAS	415 HOWARD STREET	1,560	292.19									292.19
05-151-010	PERKINS, JONATHON & SONJA	417 HOWARD STREET	3,666	686.64									686.64
05-151-012	PERKINS, JONATHON & SONJA	421 HOWARD STREET	1,881	352.31									352.31
06-226-041	PETOSKEY LAND & CATTLE	200 HOWARD STREET	5,247	982.76									982.76
06-226-042	SECOND-HALF PRODUCTIONS	206 HOWARD STREET	1,903	356.43							1,903	89.06	445.49



**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
HOWARD STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST	
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT			
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST		
06-226-006	T.J.B. PROPERTY HOLDINGS LLC	208 HOWARD STREET	1,755	\$ 328.71		\$ -		\$ -		\$ -		\$ -		\$ 328.71
06-226-007	HOWARD PROPERTY PARTNERS	210 HOWARD STREET	2,888	540.92							2,888	135.16		676.08
06-226-019	WJ & C, LLC	216 HOWARD STREET	2,400	449.52										449.52
06-226-027	HOWARD & LAKE LLC	300 HOWARD STREET (LAKE STREET)	1,975	369.92							1,964	91.92		461.83
06-226-028	ANDREWS PROPERTIES LLC	306 HOWARD STREET	1,250	234.13	877	\$ 41.04								275.17
06-226-030	HOWARD PROPERTY PARTNERS	308 HOWARD STREET	1,165	218.20	-	-								218.20
06-226-031	HOWARD PROPERTY PARTNERS	310 HOWARD STREET	2,500	468.25	-	-								468.25
06-226-037	TURTLE ISLAND PARTNERS LLC	314 HOWARD STREET	5,000	936.50	5,000	234.00					4,832	226.14		1,396.64
06-226-040	BANK ONE	324 HOWARD STREET (MITCHELL STREET)	7,100	1,329.83	7,100	332.28					7,100	332.28		1,994.39
06-277-054	PROSPECT GROUP PROPERTIES	410 HOWARD STREET	1,867	349.69							1,867	87.38		437.06
06-277-021	MSKS LLC	418 HOWARD STREET (MICHIGAN STREET)	2,984	558.90										558.90
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	VACANT LAND											
			AREA	COST										
05-151-015	PERKINS, JONATHON & SONJA	425 HOWARD STREET	PARKING LOT											
28 TOTALS			70,662	\$ 13,234.99	20,309	\$ 950.46	-	\$ -	-	\$ -	20,554	\$ 961.93		\$ 15,147.38

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
LAKE STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-227-015	MDC JACKSON LLC	215 EAST LAKE STREET	5,212	\$ 976.21	686	\$ 32.10		\$ -		\$ -	4,176	\$ 195.44	\$ 1,203.75
06-226-008	SHORTER, MARIETTA TRUST	301 EAST LAKE STREET (PETOSKEY STREET)	3,325	622.77	3,325	155.61					1,325	62.01	840.39
06-226-009	M.E.M. PROPERTIES	305 EAST LAKE STREET	1,750	327.78							1,750	81.90	409.68
06-225-101	LONGFIELD FARM LTD PARTNERS	307 EAST LAKE ST, UNIT 1	2,030	380.22							2,346	109.79	490.01
06-225-102	MAGER PETOSKEY LTD PARTNER	307 EAST LAKE ST, UNIT 2	2,084	390.33							1,681	78.67	469.00
06-226-012	SHORTER PROPERTIES, LLC	311 EAST LAKE STREET	1,238	231.88	1,238	57.94					1,238	57.94	347.75
06-226-013	TESKA, MICHAEL & LINDA	313 EAST LAKE STREET	675	126.43									126.43
06-226-014	WARD, DONALD & JENNIFER TRU	315 EAST LAKE STREET	1,225	229.44									229.44
06-226-015	SLANEC LLC	317 EAST LAKE STREET	2,075	388.65	1,775	83.07					2,045	95.71	567.42
06-226-016	NORWOOD GROUP, LLC	319 EAST LAKE STREET	2,000	374.60							1,976	92.48	467.08
06-226-017	WOLF INVESTMENT OF MICHIGAN	321 EAST LAKE STREET	4,050	758.57	4,050	189.54							948.11
06-226-018	SPLASH PROPERTIES, LLC	325 EAST LAKE STREET	4,000	749.20	4,000	187.20					4,000	187.20	1,123.60
06-226-020	WJ & C, LLC	329-331 EAST LAKE ST. (HOWARD STREET)	4,065	761.37	4,065	190.24	4,065	190.24			3,911	183.03	1,324.89
06-226-021	SCOTT FAMILY TRUST	306 EAST LAKE STREET (PETOSKEY STREET)	5,323	997.00	625	29.25							1,026.25
06-226-022	HAAS, THERESA	312 EAST LAKE STREET	2,295	429.85	1,275	59.67							489.52
06-226-023	ROBINSON, GEORGE & BARBARA	314 EAST LAKE STREET	2,015	377.41									377.41
06-226-024	HOWARD PROPERTY PARTNERS	316 EAST LAKE ST.	4,603	862.14	-	-							862.14
06-226-025	HOWARD PROPERTY PARTNERS	320 EAST LAKE STREET	3,344	626.33	1,500	70.20							696.53

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
LAKE STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-226-026	PHILLIPS, JUDY L. TRUST	322-340 EAST LAKE ST.	12,002	\$ 2,247.97	10,355	\$ 484.61		\$ -		\$ -	2,550	\$ 119.34	\$ 2,851.93
05-101-035	SYMONS, CHANDLER T JR TRUST	401 EAST LAKE STREET (HOWARD STREET)	1,590	297.81	1,590	74.41					1,590	74.41	446.63
05-101-058	CIPIO LLC	403 EAST LAKE STREET	1,500	280.95	1,500	70.20					1,500	70.20	421.35
05-101-027	MASONIC ASSOCIATION	405 EAST LAKE STREET	4,208	788.16	4,208	196.93	4,208	196.93			2,800	131.04	1,313.07
05-101-028	NORTH HARBOR GROUP, LLC	409 EAST LAKE STREET	1,945	364.30	975	45.63					1,945	91.03	500.95
05-101-070	AMERICAN SPOON FOODS INC	411 EAST LAKE ST. (PARK AVENUE)	3,568	668.29									668.29
05-101-031	EMMET COUNTY	321 ELK AVENUE											-
05-101-037	SECOND EDITION INVEST. CO.	406 EAST LAKE STREET	3,611	676.34	3,611	168.99							845.34
05-101-040	WINE GUYS HOLDINGS LLC	432 EAST LAKE STREET	7,434	1,392.39	3,175	148.59					7,411	346.83	1,887.81
05-101-041	SASS INVESTMENT CO	434 EAST LAKE STREET	1,475	276.27									276.27
05-101-042	PETOSKEY LAND & CATTLE	438 EAST LAKE STREET	3,237	606.29	2,550	119.34					3,237	151.49	877.12
05-101-043	CITY OF PETOSKEY	EAST LAKE STREET											-
05-101-044	CITY OF PETOSKEY	EAST LAKE STREET											-
05-101-045	EMMET COUNTY	454-456 EAST LAKE ST.											-
05-101-038	APPLE PIE PROPERTIES, LLC	410 E. LAKE ST. (formerly 300 Park Ave.)	1,268	237.50	1,268	59.34							296.84
29	TOTALS		93,147	\$ 17,446.43	51,771	\$ 2,422.88	8,273	\$ 387.18	-	\$ -	45,481	\$ 2,128.51	\$ 22,385.00

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
LEWIS STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-060	MS LODGING LLC	100 LEWIS STREET (ROSE & BAY STREETS)	15,360	\$ 2,876.93	12,590	\$ 589.21	12,590	\$ 589.21	3,922	\$ 183.55	8,711	\$ 407.67	\$ 4,646.58

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**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
MICHIGAN STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-277-022	CITY OF PETOSKEY	MICHIGAN STREET (PETOSKEY STREET)		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -
06-277-019	CITY OF PETOSKEY	MICHIGAN STREET											-
06-277-020	CITY OF PETOSKEY	MICHIGAN STREET											-
05-151-011	CLARK, DENNIS & ANGELA	411 MICHIGAN STREET	2,400	\$ 449.52									449.52
05-151-002	PERKINS JONATHON & SONJA	407 MICHIGAN STREET	10,428	1,953.16									1,953.16
05-151-003	BURRELL, JACKLYN	413 MICHIGAN STREET	4,318	808.76									808.76
05-151-004	BLDG AUTH CITY OF PETOSKEY	417 MICHIGAN STREET											-
05-151-006	CITY OF PETOSKEY	MICHIGAN STREET											-
05-151-013	445 MICHIGAN LLC	445 MICHIGAN	1,531	286.76	300	14.04							300.80
05-156-001	425 MITCHELL ST CONDO ASSOC	406 PENNY'S ALLEY	-	-			Condo property assessed to units - Penny's Alley					-	
05-156-101	484 BENNAVILLE LLC	406 PENNY'S ALLEY #1	-	-			Residential garage					-	
05-156-102	OFFIELD SUSAN MARION TRUST	406 PENNY'S ALLEY #2	-	-			Residential garage					-	
05-156-103	484 BENNAVILLE LLC	406 PENNY'S ALLEY #3	175	32.78									32.78
05-156-104	484 BENNAVILLE LLC	406 PENNY'S ALLEY #4	682	127.74			restaurant storage?					127.74	
05-156-105	484 BENNAVILLE LLC - restaurant food court portion below	406 PENNY'S ALLEY #5	2,232	418.05									418.05
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	LAND										
			AREA	COST									
05-156-105	484 BENNAVILLE LLC - food court Restaurant portion above	406 PENNY'S ALLEY #5	6,324	\$ 361.73									361.73
8 TOTALS			21,766	\$ 4,076.77	300	\$ 14.04	-	\$ -	-	\$ -	-	\$ -	\$ 4,452.54

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
MITCHELL STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-226-038	FRANKHOUSER JOHN & MARY LOI	301 EAST MITCHELL ST. (PETOSKEY STREET)	3,120	\$ 584.38		\$ -		\$ -		\$ -		\$ -	\$ 584.38
06-226-039	REID, JAMES III	307 EAST MITCHELL	6,141	1,150.21	5,808	271.81					5,696	266.57	1,688.60
06-226-033	HOWARD PROPERTIES PARTNER:	311 EAST MITCHELL	6,308	1,181.49	5,390	252.25					5,390	252.25	1,685.99
06-226-034	PAUL KRECKE	317 EAST MITCHELL ST.	5,050	945.87	-	-							945.87
06-226-043	HOWARD PROPERTIES PARTNER:	319 EAST MITCHELL ST.	5,050	945.87									945.87
06-226-044	DUSE, MARNIE	323 EAST MITCHELL ST.	1,700	318.41							1,625	76.05	394.46
06-277-001	ROSSI PAUL	202 EAST MITCHELL ST. (EMMET STREET)	2,640	494.47									494.47
06-277-003	GRAIN TRAIN NATURAL FOOD CO	220 EAST MITCHELL ST.	6,571	1,230.75									1,230.75
06-277-050	MIGHTY FINE PIZZA & DELI	222 EAST MITCHELL ST.	480	89.90									89.90
06-277-004	C4 HOLDINGS, LLC	224 EAST MITCHELL (PETOSKEY STREET)	3,388	634.57	3,482	162.96							797.53
06-277-052	HOWARD PROPERTIES PARTNER:	300 EAST MITCHELL ST. (PETOSKEY STREET)	10,181	1,906.90	5,529	258.76					10,181	476.47	2,642.13
06-277-007	HOWARD PROPERTIES PARTNER:	316 EAST MITCHELL ST.	6,640	1,243.67	4,410	206.39	4,410	206.39			4,410	206.39	1,862.84
06-277-008	PHILLIPS, JUDY L TRUST	320 EAST MITCHELL ST.	1,750	327.78									327.78
06-277-009	PETOSKEY LAND & CATTLE CO	322 EAST MITCHELL ST.	3,375	632.14	1,890	88.45							720.59
06-277-010	SAM'S GRACES CAFÉ LLC	324 EAST MITCHELL ST.	1,684	315.41									315.41
06-277-053	JORGENSEN FAMILY TRUST	326 EAST MITCHELL ST.	2,935	549.73							2,625	122.85	672.58
06-277-013	PETOSKEY COMMUNITY CORP.	330 EAST MITCHELL ST. (HOWARD STREET)	2,734	512.08	2,734	127.95							640.03

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
MITCHELL STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-039	GEMINI LAND CO.	421 EAST MITCHELL ST. (EAST LAKE STREET)	8,250	\$ 1,545.23		\$ -		\$ -		\$ -	8,250	\$ 386.10	\$ 1,931.33
05-101-051	REUSCH VANCE	427 EAST MITCHELL	2,839	531.74									531.74
05-101-057	PETOSKEY LAND & CATTLE CO LL	435 EAST MITCHELL ST.	6,495	1,216.51	4,623	216.36							1,432.87
05-101-052	PETOSKEY LAND & CATTLE CO	441 EAST MITCHELL ST.	6,892	1,290.87									1,290.87
05-101-053	PETOSKEY LAND & CATTLE CO	443 EAST MITCHELL	13,800	2,584.74							9,660	452.09	3,036.83
05-101-054	CITY OF PETOSKEY	451 EAST MITCHELL ST.											-
05-101-055	CROOKED TREE ART COUNCIL	461 EAST MITCHELL ST. (DIVISION STREET)	9,432	1,766.61	700	32.76	-	-	-		9,952	465.75	2,265.13
05-100-001	HOWARD PROPERTY PARTNERS	408 EAST MITCHELL ST. (HOWARD STREET)	10,108	1,893.23	10,108	473.05					10,108	473.05	2,839.34
05-100-151	DRSKOPLAND LLC	412 EAST MITCHELL ST.	1,656	310.17							1,632	76.38	386.55
05-100-152	HOWARD PROPERTY PARTNERS	416 EAST MITCHELL ST.	5,610	1,050.75							5,556	260.02	1,310.77
05-100-004	PETOSKEY LAND & CATTLE CO	418 EAST MITCHELL ST.	5,390	1,009.55	5,390	252.25	5,390	252.25			5,390	252.25	1,766.30
05-100-006	SYMON CHANDLER JT TRUST	426 EAST MITCHELL ST.	2,500	468.25							2,350	109.98	578.23
05-100-007	ROCHON ELAINE TRUST	430 EAST MITCHELL ST.	2,500	468.25							2,500	117.00	585.25
05-100-008	FIVE WILDERS INC	434 EAST MITCHELL ST.	5,000	936.50	5,000	234.00							1,170.50
05-100-009	PETOSKEY LAND & CATTLE CO	436 EAST MITCHELL ST.	2,500	468.25									468.25
05-100-010	PETOSKEY LAND & CATTLE CO	438 EAST MITCHELL ST.	2,375	444.84									444.84

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
MITCHELL STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST	
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT			
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST		
05-100-011	PETOSKEY LAND & CATTLE CO	440 EAST MITCHELL ST.	2,825	\$ 529.12		\$ -		\$ -		\$ -		\$ -	\$ 529.12	
05-100-012	ERIC & LORRAINE KASPER	442 EAST MITCHELL ST.	2,650	496.35									496.35	
05-100-013	AMBITIOUS BEE PROPERTIES LLC	444 EAST MITCHELL ST.	1,625	304.36									304.36	
05-100-014	PETOSKEY LAND & CATTLE CO	446 EAST MITCHELL ST. (WAUKAZOO AVENUE)	4,380	820.37									820.37	
05-154-101	THOMAS JUSTIN	422 EAST MITCHELL ST #1	Third floor unit - residential										-	
05-154-102	SUSAN OFFIELD TRUST	422 EAST MITCHELL ST #2	Third floor unit - residential										-	
05-154-103	484 BENNAVILLE LLC	422 EAST MITCHELL ST #3	Second floor unit - commercial				2,279	106.66						106.66
05-154-104	484 BENNAVILLE LLC	422 EAST MITCHELL ST #4	Second floor unit - commercial				2,296	107.45						107.45
05-154-105	484 BENNAVILLE LLC	422 EAST MITCHELL ST #5	1,875	351.19	First floor unit - commercial - includes basement						697	32.62	383.81	
05-154-106	484 BENNAVILLE LLC	422 EAST MITCHELL ST #6	2,318	434.16	First floor unit - commercial - includes basement						2,108	98.65	532.82	
05-101-064	CHAMBER OF COMMERCE	401 EAST MITCHELL ST.	2,617	490.16							396	18.53	508.70	
PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	VACANT LAND											
			AREA	COST										
06-227-016	PETOSKEY GRAND LLC	MITCH/ PETOSKEY/ LAKE	87,528	\$ 5,006.60	Replaces 8 previous parcels @ 10,941 sq ft									5,006.60
			<u>87,528</u>	<u>\$ 5,006.60</u>										
42 TOTALS			<u>173,384</u>	<u>\$ 32,474.82</u>	<u>55,064</u>	<u>\$ 2,577.00</u>	<u>14,375</u>	<u>\$ 672.75</u>	<u>-</u>	<u>\$ -</u>	<u>88,526</u>	<u>\$ 4,143.02</u>	<u>\$ 44,874.19</u>	



**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
PARK AVENUE**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-030	THOMPSON PARK AVE PROPERTII	216 PARK AVENUE	2,901	\$ 543.36		\$ -		\$ -		\$ -	2,861	\$ 133.89	\$ 677.25
05-101-033	PETOSKEY LAND & CATTLE LLC.	222 PARK AVENUE	1,188	222.51							1,188	55.60	278.11
05-101-034	PETOSKEY LAND & CATTLE, LLC	224 PARK AVENUE	807	151.15							890	41.65	192.80
05-101-038	APPLE PIE PROPERTIES, LLC	300 PARK AVENUE moved to 410 E Lake St											-
05-101-063	CIPIO LLC	214 PARK AVE	860	161.08	860	40.25							201.33
4 TOTALS			5,756	\$ 1,078.10	860	\$ 40.25	-	\$ -	-	\$ -	4,939	\$ 231.15	\$ 1,349.49

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
PETOSKEY STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
06-226-032	REID, JAMES III	313 PETOSKEY STREET	676	\$ 126.61		\$ -		\$ -		\$ -		\$ -	\$ 126.61
06-277-018	CITY OF PETOSKEY	PETOSKEY STREET											-
06-277-022	CITY OF PETOSKEY	PETOSKEY STREET (MICHIGAN STREET)											-
06-226-045	BEAR RIVER REALTY LLC	1 PETOSKEY STREET	3,672	687.77	3,672	171.85	3,672	171.85					1,031.46
06-277-015	HARRIS, DANIEL & AMY	410 PETOSKEY STREET	2,262	423.67									423.67
06-227-001	LAMBERT, MICHAEL T & HELEN T	202 PETOSKEY STREET	4,024	753.70									753.70
06-227-004	MOLCOR LLC	214 PETOSKEY STREET (EAST LAKE STREET)	3,285	615.28							3,314	155.10	770.38
06-277-017	REED, PAUL W & KATHLEEN A	414 PETOSKEY STREET	2,010	376.47									376.47
06-278-005	ALM, MARIE C TRUST	418 PETOSKEY STREET	1,128	211.27									211.27
06-278-008	HARRIS PROFESSIONAL PROPER	1424 PETOSKEY STREET (MICHIGAN STREET)	1,820	340.89	1,020	47.74							388.62
06-226-029	BEIER FAMILY REAL ESTATE CO.,	309 PETOSKEY STREET	3,432	642.81									642.81
9 TOTALS			22,309	\$ 4,178.48	4,692	\$ 219.59	3,672	\$ 171.85	-	\$ -	3,314	\$ 155.10	\$ 4,725.01

**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
ROSE STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-101-002	MS LODGING LLC	410 ROSE STREET	4,428	\$ 829.36	3,608	\$ 168.85	-	\$ -	-	\$ -	-	\$ -	\$ 998.22

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**CITY OF PETOSKEY DOWNTOWN MANAGEMENT BOARD  
2021 DOWNTOWN PROGRAMS AND SERVICES ASSESSMENT  
WAUKAZOO STREET**

PROPERTY NUMBER	PROPERTY OWNER	PROPERTY ADDRESS (ADDITIONAL FRONTAGE)	AREA AND COST PER FLOOR										TOTAL COST
			FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		BASEMENT		
			AREA	COST	AREA	COST	AREA	COST	AREA	COST	AREA	COST	
05-151-007	LITTLE BAY COTTAGE LLC	414 WAUKAZOO STREET	0	\$ -	-	\$ -	Residential begin Dec 2016		\$ -		\$ -		\$ -
05-151-009	CRESS ENTERPRISES INC.	418 WAUKAZOO STREET	1,932	\$ 361.86	-	-							361.86
05-151-014	1ST CHURCH CHRIST SCIENTIST	420 WAUKAZOO STREET	3,096	\$ 579.88	-	-							579.88
		2 TOTALS	5,028	\$ 941.74	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 941.74



**BOARD:** City Council

**MEETING DATE:** November 1, 2021

**PREPARED:** October 28, 2021

**AGENDA SUBJECT:** CCE/911 Board City Representatives

**RECOMMENDATION:** City Council approve Representative and Alternate

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**Background** Cities within each of the three Counties belonging to CCE appoint a representative and an alternate to serve as their representatives to the CCE Board of Directors. For Emmet County, that includes Petoskey and Harbor Springs with the City Councils approving both members.

Appointees have always been a City Manager and have been switched between the two Cities as City Managers come and go. When Tom Richards of Harbor Spring retired, Rob Straebel became the representative. I recommend the City Council appoint Victor Sinadinovski, City Manager of Harbor Springs as representative and Alan Terry, Interim City Manager of Petoskey as alternate to the CCE Board of Directors.

Public Safety Director Matt Breed is on the CCE Technical Committee and does regularly attend the Board of Commissioners meetings. If approved the Harbor Springs City Council will be asked to approve the same resolution at their next regularly scheduled meeting.

**Action** City Council review and approve appointments to CCE/911 Board.

at  
Enclosure



# City of Petoskey

## Resolution

WHEREAS, the CCE agreement provides for the Cities within each participating County to appoint a representative and alternate to the Board of Directors representing all of the cities within the county; and

WHEREAS, there is currently a vacancy in the position with the departure of the City Manager of Petoskey:

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council appoints Victor Sinadinovski, City Manager of Harbor Springs, as representative and Alan Terry, Interim City Manager of Petoskey, as alternate to the CCE Board of Directors.



# City of Petoskey

## Agenda Memo

**BOARD:** City Council

**MEETING DATE:** November 1, 2021      **DATE PREPARED:** October 28, 2021

**AGENDA SUBJECT:** Proposed 2022 Annual Budget Introduction and Scheduling of a Budget and Property-Tax-Rate Public Hearing

**RECOMMENDATION:** That City Council receive the City Manager's proposed 2022 Annual Budget and adopt a proposed resolution that would schedule a November 15 public hearing

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**Presentation** As required by City Charter provisions, and as part of the City's routine, yearly process, enclosed with City Council meeting agenda materials is the City's proposed 2022 Annual Budget that totals \$33,687,600 in operating and capital expenditures. No action concerning the proposed budget is required of the City Council on November 1; however, in addition to the City Manager's summary of the proposal, the City Council should begin discussions on the proposed budget. Specific and constructive feedback is appreciated and will assist in the timely adoption of the 2022 Budget.

**Hearing** As the first step in the budget-preparation process, City Council will be asked at its November 1 meeting to adopt the enclosed proposed resolution that would schedule a November 15 public hearing, as required by City Charter provisions and State law, to receive comments concerning the proposed budget and property-tax-millage rates that will be recommended as part of the proposed budget. City Council may schedule the public hearing for any date that it chooses, but November 15 has been suggested.

at  
Enclosure



WHEREAS, as required by City Charter provisions, the City Manager has presented for City Council's consideration the City's proposed budget for fiscal 2022; and

WHEREAS, City Charter provisions also require a public hearing be conducted to receive comments concerning the proposed annual budget; and

WHEREAS, the proposed budget includes certain recommendations by the City Manager concerning amounts of property-tax millage to be levied to partially finance City operations, programs, services, and projects during 2022; and

WHEREAS, the Michigan Truth-in-Taxation Act requires that public hearings be conducted to receive comments concerning proposed property-tax-millage rates, if such rates result in increased tax revenues, when compared with those of the previous year:

NOW, THEREFORE, BE IT RESOLVED the City of Petoskey City Council does and hereby schedules a public hearing for 7:00 P.M., Monday, November 15, 2021, at City Hall, to receive comments concerning the City's proposed 2022 Annual Budget and property-tax-millage rates that will be recommended to be levied during 2022 as part of the proposed budget.