

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, MAY 21, 2019 – 7:00 P.M. – COUNCIL CHAMBERS

I. Call to Order.

- a.) PLEDGE OF ALLEGIANCE.
- b.) ROLL CALL.

II. Public Hearings.

III. Citizen Comments on Agenda Related Items.

IV. Consent Agenda. All agenda items marked with an asterisk (*) are on the consent agenda and considered by the City Manager to be routine matters. Prior to approval of the Consent Agenda, any member of Council may have an item from the Consent Agenda removed and taken up during the regular portion of the meeting. Consent agenda items include:

- V. Approval of Minutes.
- VI. a.) Payroll.
b.) Invoices.
- VII. a.) Consideration of Ordinance 19-14 Chapter 867 Recreational Marihuana.
b.) Consideration of Ordinance 19-15 Amending Chapter 288 PEG Commission.
c.) Consideration of Ordinance 19-16 Amendment to Chapter 282 Downtown Development Authority.
- IX. b.) Notification Regarding Next Work Session.
c.) Consideration of American Legion Poppy Sales.

At this time Council could take action to approve the Consent Agenda as presented.

***V. Approval of Minutes.** Approval of the minutes of the May 7, 2019 regular meeting and the May 14, 2019 work session as attached.

VI. Financial Report.

*a.) PAYROLL.

*b.) INVOICES.

VII. Unfinished Business.

*a.) CONSIDERATION OF ORDINANCE 19-14 CHAPTER 867 RECREATIONAL MARIHUANA.

The City Attorney has drafted Ordinance 19-14 Chapter 867 Recreational Marihuana, to address the authorization of marihuana establishments, operational standards for marihuana grower establishments, safety compliance establishments, secure transporter establishments, microbusiness establishments, and marihuana retailers within the City of Manistee. Authorization for the ordinance adoption comes from Initiated Law 1 of 2018 as was approved by voters at the November 6, 2018 election.

As an ordinance two separate readings are required. This ordinance was introduced at the May 7, 2019 meeting and could be adopted at this time.

At this time Council could take action to adopt Ordinance 19-14, Chapter 867 Recreational Marihuana.

*b.) CONSIDERATION OF ORDINANCE 19-15 AMENDING CHAPTER 288 PEG COMMISSION.

The PEG Commission has had difficulty attracting new members and establishing a quorum for its meetings. Consequently the PEG Commission has requested that the City consider reducing the number of members from seven to five. The hope is that the reduced number will make finding new members more manageable and also allow for the presence of three members to establish a quorum for meetings. The City Attorney has prepared Ordinance 19-15 to address the requests of the PEG Commission.

As an ordinance two separate readings are required. This ordinance was introduced at the May 7, 2019 meeting and could be adopted at this time.

At this time Council could take action to adopt Ordinance 19-15 Chapter 288 PEG Commission.

*c.) CONSIDERATION OF ORDINANCE 19-16 AMENDMENT TO CHAPTER 282 DOWNTOWN DEVELOPMENT AUTHORITY.

The Downtown Development Authority Act was repealed and replaced with similar provisions with the Recodified Tax Increment Financing Act. Ordinance 19-16 corrects Chapter 282 by reflecting the correct authorizing legislation for the DDA. In addition, the Ordinance reflects that the Chief Executive Officer for the City is the Mayor, while the current view is that the proper person to identify as the Chief Executive Officer for the City of Manistee is the City Manager.

As an ordinance two separate readings are required. This ordinance was introduced at the May 7, 2019 and could be adopted at this time.

At this time Council could take action to adopt Ordinance 19-15 Chapter 282 Downtown Development Authority.

d.) CONSIDERATION OF APPROVING THE DOWNTOWN DEVELOPMENT AUTHORITY PROPOSED BUDGET FOR FISCAL YEAR 2019-2020.

(This item was tabled from the May 7, 2019 meeting.)

The City of Manistee is required by state statute to approve the budget of the Downtown Development Authority (DDA) before it can be adopted by the Downtown Development Board. The DDA presented their proposed budget to City Council at the April 16, 2019 City Council work session. If approved by Council, the Downtown Development Authority Board must still hold a public hearing on their budget and vote to adopt it.

At this time Council could take action to approve the Downtown Development Authority's proposed budget for Fiscal Year 2019-2020.

VIII. New Business.

a.) CONSIDERATION OF ORDINANCE Z19-11, SMALL CELL WIRELESS FACILITIES.

Legislation enacted by the State of Michigan requires amendments to the City's Zoning Ordinance to differentiate between Small Cell and Standard Wireless Communication Facilities. Ordinance Z19-11 was approved and is recommended by the City Planning Commission. County Planner Rob Carson also recommends this ordinance amendment.

As an ordinance two separate readings are required. If this ordinance is introduced this evening, it could be adopted at the next regular meeting.

At this time Council could take action to introduce Zoning Ordinance Z19-11 amending Article 2, Article, Article 5, and Article 18 of the Manistee City Zoning Ordinance.

b.) CONSIDERATION OF ORDINANCE 19-17 CHAPTER 866 MEDICAL MARIHUANA.

The City Attorney has drafted Ordinance 19-17 amending section of Chapter 866 of the City of Manistee Codified Ordinances to permit Medical Marihuana Provisioning Centers within certain sections of the City. The location of Provisioning Centers will be addressed with a Zoning Ordinance Amendment, and are intended to be the same in number and location as Marihuana Retailers under the Recreational Marihuana Establishment Ordinance.

As an ordinance two separate readings are required. If this ordinance is introduced this evening, it could be adopted at the next regular meeting.

At this time Council could take action to introduce Ordinance 19-17, Chapter 866 Medical Marihuana.

c.) CONSIDERATION OF ORDINANCE 19-18 AMENDING CHAPTER 1610 INTERNATIONAL FIRE CODE.

The Manistee Fire Department has received a number of complaints about open burning within the City. The City has certain requirements regarding open burning in Chapter 674 and also by its adoption of the International Fire Code in Section 1610. The Fire Department requested some additional language be added to Section 1610 allowing for more specific regulation of recreational fires so that what is authorized is more clear for residents and enforceable by fire officials.

As an ordinance two separate readings are required. If this ordinance is introduced this evening, it could be adopted at the next regular meeting.

At this time Council could take action to introduce Ordinance 19-18 amending Chapter 1610 International Fire Code.

- d.) CONSIDERATION OF CONFIRMING CAITLYN BERARD AS THE NEW FULLTIME EXECUTIVE DIRECTOR FOR THE MANISTEE DOWNTOWN DEVELOPMENT AUTHORITY.

Over the past several weeks the Recruitment Committee of the DDA Board has been interviewing candidates for the DDA Executive Director position. Caitlyn Berard was recommended to the DDA Board for this position at a special meeting held Tuesday, May 14, 2019. The DDA Board approved the hiring of Ms. Berard and is now recommending final approval to City Council.

At this time Council could take action to accept the recommendation of the DDA Board and approve the hiring of Caitlyn Berard as the new Manistee Downtown Development Authority Executive Director.

- e.) CONSIDERATION OF A LOCAL PAVEMENT WARRANTY PROGRAM.

The Michigan Legislature created a requirement for all cities and villages in Michigan to adopt and implement a Local Pavement Warranty Program. The program creates a consistent method for communities to consider warranty requirements for paving projects over \$2 million utilizing State or Federal funding.

At this time Council could take action to approve a Resolution to Adopt and a Resolution to Implement for a Local Pavement Warranty Program.

- f.) CONSIDERATION OF PURCHASING A WESTERN STAR SINGLE AXLE PLOW TRUCK AND EQUIPMENT.

The adopted Fiscal Year 2019-2020 Budget includes \$180,000 for the purchase of a plow truck. MiDeal quotes were received from D & K Truck Company for the cab and chassis in the amount of \$107,202 and Truck & Trailer Specialties for the equipment in the amount of \$67,425; for a total cost of \$174,627. Financing will be competitively bid through the Finance Department prior to delivery.

At this time Council could take action approve the Department of Public Works to accept the proposals from D & K Truck Company and Truck & Trailer Specialties for a 2020 Western Star 4700 plow truck and associated equipment package.

- g.) CONSIDERATION OF PEG COMMISSION BYLAW AMENDMENTS.

The PEG Commission took action at their April 1, 2019 meeting to review and approve changes to their bylaws. Amendments include reducing membership from seven (7) members to five (5) and reducing meeting quorum from four (4) members to three (3).

At this time Council could take action to approve amendments to the bylaws of the Manistee PEG Commission and authorize the Mayor to execute the document.

h.) **CONSIDERATION OF A LOT SPLIT AT 480 WATER STREET.**

A request has been received from Mr. Denis Johnson, owner of 480 Water Street to split parcel 51-365-701-01; the east 15 feet of Lot 6 and all of Lot 5, Block 1 of the C. E. Marsh's Addition to the neighboring parcel immediately to the west, parcel 51-365-701-13. The Planning Commission has reviewed and recommends this action. County Planner Rob Carson also recommends this property split.

At this time Council could take action to approve a lot split for Denis Johnson, 480 Water Street, a portion of parcel 51-365-701-01 to parcel 51-365-701-13.

IX. Notices, Communications, Announcements.

a.) **A REPORT FROM THE DEPARTMENT OF PUBLIC WORKS.**

A regular part of each Council meeting is a report from a cooperating agency, organization or department.

At this time Mr. Jeff Mikula will report on the activities of the Department of Public Works and respond to any questions the Council may have regarding their activities.

No action is required on this item.

*b.) **NOTIFICATION REGARDING NEXT WORK SESSION.**

A Council work session has been scheduled for Tuesday, June 11, 2019 at 7:00 p.m. A discussion will be conducted on curbside recycling and an update on the Strategic Plan; and such business as may come before Council.

No action is required on this item.

*c.) **CONSIDERATION OF AMERICAN LEGION POPPY SALES.**

In honor of the United States of America Veterans, the American Legion Auxiliary, Post 10 is requesting permission to distribute American Legion Poppies in the City of Manistee at various locations on the following dates: May 22, 23, and 24, 2019. This event is their annual fundraiser.

At this time Council could take action to approve the American Legion Poppy Sales on May 22, 23, and 24, 2019.

X. Concerns and Comments.

- a.) CITIZEN COMMENT. This is an opportunity for citizens to comment on municipal services, activities or areas of City involvement. Citizens in attendance shall be recognized by the Mayor for comments (limited to five minutes). Letters submitted to Council will not be publicly read.
- b.) OFFICIALS AND STAFF.
- c.) COUNCILMEMBERS.

XI. Adjourn.

TNT:cl

COUNCIL AGENDA ATTACHMENTS:

- 1. Council Meeting Minutes – May 7, 2019
- 2. Council Work Session Minutes – May 14, 2019
- 3. Payroll Report for April
- 4. Invoices Report for April
- 5. Ordinance 19-14 Recreational Marihuana
- 6. Ordinance Z19-11 Small Cell Wireless
- 7. Ordinance 19-17 Medical Marihuana
- 8. Ordinance 19-18 International Fire Code
- 9. DDA Executive Director
- 10. Local Pavement Warranty Program Resolutions
- 11. Plow Truck Purchase
- 12. PEG Commission Bylaws
- 13. Lot Split Request for 480 Water Street
- 14. American Legion Poppy Sales

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, May 7, 2019 at 7:00 pm in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Robert Goodspeed, Michael Szymanski, James Grabowski and Erin Pontiac

ABSENT:

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, Deputy Clerk – Lora Laurain, City Assessor – Molly Whetstone, DPW Director – Jeff Mikula, Finance Director – Edward Bradford, City Planning and Zoning Administrator – Rob Carson and City Engineer – Shawn Middleton

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

Paul Ernzen, 560 First St. – spoke about erosion along the Manistee Channel.

Tom Swedenborg, 562 First St. – spoke about erosion along the Manistee Channel.

Mike Herbert, 306 Hancock St. – spoke about the proposed Recreational Marihuana Ordinance.

Michelle Hanson, 387 Eleventh St. – spoke about the proposed Recreational Marihuana Ordinance.

CONSENT AGENDA

- Minutes - April 16, 2019 - Regular Meeting
April 16, 2019 - Work Session
- Financial Reports
- Cash Balances March 2019
- Quarterly Financial Update
- Quarterly Investment Update
- CONSIDERATION OF ZONING ORDINANCE AMENDMENT Z19-01 ARTICLE 5, SECTION 514 (E)
At their March 20, 2019 Planning Commission meeting a public hearing was held to amend Article 5 Section 514 (E) to replace the word “painted” with “approved.” The Planning Commission is recommending approval of this zoning amendment.

As an ordinance two separate readings are required. This ordinance was introduced at the April 16, 2019 meeting and could be adopted at this time.
- NOTIFICATION REGARDING NEXT WORK SESSIONS – Tuesday, May 14, 2019, 7:00 pm
A discussion will be conducted on Housing Commission Rental Inspection Program, Discussion with DDA on expectations, PRT Housing Approach discussion, Fablite expansion; and such business as may come before Council.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

MOTION by Szymanski, second by Goodspeed to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF APPROVING THE DOWNTOWN DEVELOPMENT AUTHORITY PROPOSED BUDGET FOR FISCAL YEAR 2019-2020

The City of Manistee is required by state statute to approve the budget of the Downtown Development Authority (DDA) before it can be adopted by the Downtown Development Board. The DDA presented their proposed budget to City Council at the April 16, 2019 City Council work session. If approved by Council, the Downtown Development Authority Board must still hold a public hearing on their budget and vote to adopt it.

MOTION by Grabowski, second by Cooper to approve the Downtown Development Authority's proposed budget for Fiscal Year 2019-2020.

MOTION by Beaton, second by Cooper to table the Consideration of Approving the Downtown Development Authority's Proposed Budget for Fiscal Year 2019-2020 until the May 21, 2019 City Council meeting and add Discussion of the Downtown Development Authority's Proposed Budget for Fiscal Year 2019-2020 to the May 14, 2019 Work Session Agenda.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF ADOPTING THE 2019-2020 BUDGET AND CAPITAL IMPROVEMENT PLAN

Under Section 7-4 of the Charter, the annual budget must be adopted before May 15 of each year. The budget has been the subject of multiple work sessions and a public hearing.

MOTION by Beaton, second by Cooper to adopt a resolution approving the 2019-2020 Budget and Capital Improvement Plan for the City of Manistee.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

CONSIDERATION OF DESIGNATING THE CITY CLERK AS THE TITLE VI NON-DISCRIMINATION PLAN COORDINATOR

On January 21, 2014 City Council adopted the Title VI Non-Discrimination Plan and specifically named City Clerk Michelle Wright as the Title VI Coordinator. Upon Ms. Wright's retirement the new City Clerk took over the responsibility of making sure the City remains in compliance with Title VI. It is requested that Council change the Title VI Coordinator to be designated as the City Clerk, regardless of who holds the position.

MOTION by Pontiac, second by Szymanski to designate the City Clerk as the Title VI Non-Discrimination Plan Coordinator; and authorize the Mayor and City Clerk to sign the document.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF AMENDMENTS TO COUNCIL GUIDELINES CP-10

Amendments to Council Guidelines Policy CP-10 are being recommended to reflect Council's decision to appoint the City Manager, rather than the Mayor, to the Downtown Development Authority and to add the newly created Downtown Development Authority Citizens Council under Mayoral appointments.

MOTION by Goodspeed, second by Beaton to amend CP-10, Section 21 Committees to add the Downtown Development Authority Citizens Council and Section 22 Appointments to strike the language that appoints the Mayor to the Downtown Development Authority.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF A LOT SPLIT, 170 GLOCHESKI DRIVE, PARCEL 51-190-143-00

The applicant, Greg Ferguson, is requesting to split 170 Glocheski Drive into two parcels, with one lot being 42,688 square feet and the other lot 121,096 square feet. The Planning Commission has reviewed and recommends this action.

MOTION by Goodspeed, second by Szymanski to approve a lot split for Greg Ferguson, 170 Glocheski Drive, parcel 51-190-143-00 into two separate lots.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

CONSIDERATION OF AUTHORIZING A CONSUMERS ENERGY JOINT APPLICATION FOR MANISTEE RIVER CHANNEL SAMPLING

Consumers Energy wants to collect sediment samples and inspect rip-rap in the Manistee River channel adjacent to property owned by the City of Manistee. To perform the work Consumers Energy needs to file a joint permit application with the Army Corps of Engineers and the Michigan Department of Environmental Quality.

A condition of the joint application is a letter of authorization by the City of Manistee as the work will occur adjacent to property owned by the City.

MOTION by Grabowski, second by Goodspeed to authorize the Mayor to sign a letter authorizing Consumers Energy to file a joint permit application.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF AN AGREEMENT WITH SAFEUILT MICHIGAN, TO PERFORM BUILDING PLAN REVIEW SERVICES AND INSPECTIONS

SAFEuilt Michigan, LLC was one of four companies that responded to the City's Request for Proposal for professional building plan review services and professional building inspection services. It was determined that SAFEuilt Michigan, LLC provided the best option for the City based on a review of all proposals and contact with four municipalities currently utilizing their services. The City Attorney has reviewed and approved the contract.

MOTION by Beaton, second Cooper to authorize the Mayor to sign the professional services agreement that will allow SAFEuilt Michigan, LLC to perform building plan review and building inspection services for the City of Manistee.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF A RESOLUTION CHANGING DATES FOR THE JULY AND DECEMBER BOARD OF REVIEW

The Board of Review meets in July and December. As a contractor, Great Lakes Assessing is unable to attend BOR meetings in all of their contracted municipalities on the same date. The State of Michigan allows municipalities to select alternate dates.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

MOTION by Beaton, second Szymanski to select alternate dates for the July and December Board of Review: Wednesday, July 17 and Wednesday, December 11, 2019; and authorize the Mayor and Clerk to sign the resolution.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF A RESOLUTION TO ALLOW THE JULY AND DECEMBER BOARD OF REVIEW TO GRANT PRIOR YEAR PRINCIPAL RESIDENCE EXEMPTIONS

The resolution gives the July and December Board of Review authority to grant Principal Residence Exemptions for prior years with a signed request.

MOTION by Beaton, second by Cooper to authorize the Mayor and Clerk to sign a resolution allowing the July and December Board of Review to grant Principal Residence Exemptions to benefit the taxpayers of Manistee.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF THE PIER FOUNDATION RUN THE PIER 5K RACE

The Pier Foundation is planning a Run the Pier 5K Race fundraiser on Saturday, August 10, 2019. The event will begin and end in the Memorial parking lot. The race will require street closures on Fifth Avenue, Monroe Street, and Lakeshore for approximately one hour.

MOTION by Cooper, second by Goodspeed to approve the request to use City services, parks, and streets for the Pier Foundation Run the Pier 5K Race on August 10, 2019; subject to appropriate departmental approvals.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF USDA RURAL DEVELOPMENT FORM 442-7 OPERATING BUDGET AND PROJECTED CASH FLOW

As part of the process of obtaining a low interest wastewater loan from USDA Rural Development, the City is required to submit a Form 442-7 Operating Budget and Projected Cash Flow that must be approved by City Council.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

MOTION by Szymanski, second by Pontiac to approve USDA Rural Development Form 442-7 Operating Budget and Projected Cash Flow and authorize the Mayor and Clerk to execute the form.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF LICENSE AGREEMENT WITH CONSUMERS ENERGY FOR ENVIRONMENTAL TESTING AND REMEDIATION ON CITY PROPERTY

Consumers Energy is requesting a license agreement for a piece of City property along the river channel behind the American Legion Post on Mason Street; directly west of the property where Consumers is currently performing remediation efforts.

The license agreement is necessary as the shoreline stabilization required will extend beyond the boundaries of the property Consumers Energy is remediating and onto the City parcel.

MOTION by Szymanski, second by Pontiac to approve a license agreement with Consumers Energy.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF ADOPTING RESOLUTION 19-11 ESTABLISHING ORDINANCE FEES

The City Attorney has drafted Resolution 19-11 establishing Application and Renewal License Fees for Recreational Marihuana Establishments. The City Attorney has also provided Council with a memorandum outlining the various increase in services required of City Departments in connection with the licensing of Recreational Marihuana Establishments in the City. The memo and resolution support a \$5,000 application and renewal license fee for Recreational Marihuana Establishments.

MOTION by Szymanski, second by Cooper to adopt Resolution 19-11 establishing ordinance fees.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF ADOPTING CHAPTER 867 RECREATIONAL MARIHUANA

The City Attorney has drafted ordinance 19-14, Chapter 867 Recreational Marihuana, to address the authorization of marihuana establishments, operational standards for marihuana grower establishments, safety compliance establishments, secure transporter establishments, microbusiness

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

establishments, and marihuana retailers within the City of Manistee. Authorization for the ordinance adoption comes from Initiated Law 1 of 2018 as was approved by voters at the November 6, 2018 election.

As an ordinance two separate readings are required. If this ordinance is introduced at this time it could be adopted at the next regular meeting.

MOTION by Beaton, second by Cooper to introduce Ordinance 19-14, Chapter 867 Recreational Marihuana.

MOTION by Szymanski, second by Pontiac to amend the motion to change the proposed Ordinance 19-14 Chapter 867.16 Penalties and Enforcement, Section A to read as follows: Any person who violates any of the provisions of this Ordinance shall be responsible for a municipal civil infraction and subject to the payment of a civil fine of \$500, plus costs, except that a violation of Section 867.14 by consuming marihuana in a public place is a civil infraction and subject to the payment of a civil fine of up to \$100. Each day a violation of this Ordinance continues to exist constitutes a separate violation. A violator of this Ordinance shall also be subject to such additional sanctions, remedies and judicial orders as are authorized under Michigan law.

With a roll call vote the motion to amend the original motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*
NAYS: *None*

With a roll call vote the amended motion passed, by 5-2.

AYES: *Cooper, Beaton, Zielinski, Szymanski and Pontiac*
NAYS: *Goodspeed and Grabowski*

CONSIDERATION OF ORDINANCE 19-15 AMENDING CHAPTER 288 PEG COMMISSION

The PEG Commission has had difficulty attracting new members and establishing a quorum for its meetings. Consequently the PEG Commission has requested that the City consider reducing the number of members from seven to five. The hope is that the reduced number will make finding new members more manageable and also allow for the presence of three members to establish a quorum for meetings. The City Attorney has prepared Ordinance 19-15 to address the requests of the PEG Commission.

As an ordinance two separate readings are required. If this ordinance is introduced at this time it could be adopted at the next regular meeting.

MOTION by Grabowski, second by Pontiac to introduce Ordinance 19-15 Chapter 288 PEG Commission.

With a roll call vote this motion passed unanimously.

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AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF ORDINANCE 19-16 AMENDMENT TO CHAPTER 282 DOWNTOWN DEVELOPMENT AUTHORITY

The Downtown Development Authority Act was repealed and replaced with similar provisions with the Recodified Tax Increment Financing Act. Ordinance 19-16 corrects Chapter 282 by reflecting the correct authorizing legislation for the DDA. In addition, the Ordinance reflects that the Chief Executive Officer for the City is the Mayor, while the current view is that the proper person to identify as the Chief Executive Officer for the City of Manistee is the City Manager.

As an ordinance two separate readings are required. If this ordinance is introduced at this time it could be adopted at the next regular meeting.

MOTION by Beaton, second by Goodspeed to introduce Ordinance 19-15 Chapter 282 Downtown Development Authority.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF BUDGET AMENDMENT 2019-3 FOR FISCAL YEAR END JUNE 30, 2019

The City of Manistee is required by State law to ensure that actual expenditures do not exceed budgeted amounts. Over the course of the current fiscal year, unanticipated and unbudgeted events and/or Council approved expenditures have occurred. The proposed budget amendment addresses expenditures associated with these events to ensure compliance with State statute regarding appropriations.

MOTION by Goodspeed, second by Szymanski to adopt budget amendment 2019-3 for fiscal year ending June 30, 2019.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS

The City Clerk has taken action to advertise vacancies on the Downtown Development Authority Citizens Council, Harbor Commission, Historic District Commission, PEG Commission, and the Zoning Board of Appeals.

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

Mayoral appointments require a motion, second, and Council voted support. Nominations for Council appointments do not require a second, After all nominations are made, Council votes on the nominees until one nominee receives majority support.

The following applications have been received:

*Incumbent

Downtown Development Authority Citizens Council – Nine vacancies, applicants must be residents of the DDA and shall be at least 18 years of age. This is a new advisory board to the DDA and the City of Manistee in the adoption of the development or tax increment financing plans; Mayoral appointment.

Dennis terHorst, 63 Clay Street

Paul Gavlinski, 80 Washington Street, Unit 16

MOTION by Szymanski, second by Grabowski to support Mayor Zielinski's appointment of Dennis terHorst, 63 Clay St. to the Downtown Development Authority Citizens Council.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

MOTION by Szymanski, second by Pontiac to support Mayor Zielinski's appointment of Paul Gavlinski, 80 Washington St., Unit 16, to the Downtown Development Authority Citizens Council.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

Harbor Commission – Two vacancies, one term ending 10/31/20 and one term ending 10/31/21. Two members can be non-residents but must own real estate or a business or profession having a licensed business location in the City; Council appointment.

Tracey Lindeman, 308 River Street

MOTION by Goodspeed, to appoint Tracey Lindeman, 308 River St. to the Harbor Commission with term ending 10/31/2021.

With a roll call vote this motion passed unanimously.

AYES: *Cooper, Beaton, Zielinski, Goodspeed, Szymanski, Grabowski and Pontiac*

NAYS: *None*

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2019

A REPORT FROM THE CITY ASSESSOR

Ms. Molly Whetstone reported on the activities of the Assessor's Office and responded to questions the Council had regarding their activities.

DISCUSSION ON RIVERWALK EROSION

DPW Director Jeff Mikula and Engineer of Record Shawn Middleton made a presentation on Riverwalk repairs, riverbank erosion, and scope of work.

CITIZEN COMMENT

Jim Matthews, 334 River St. – spoke regarding the proposed Recreational Marihuana Ordinance.

OFFICIALS AND STAFF

None.

COUNCILMEMBERS

Pontiac wished everyone a Happy Mother's Day.

Grabowski asked about removal of signs from River Street.

Szymanski expressed disappointment in Munson Healthcare Manistee Hospital's recent decision to close its Obstetrics Department.

Beaton thanked citizens for speaking regarding the erosion issues and hopes to find a satisfactory solution.

Zielinski thanked everyone for participating in the meeting and also thanked the DPW Director and City Engineer for acting quickly to work on solutions for the erosion issues.

ADJOURN

MOTION to adjourn was made by Goodspeed. Meeting adjourned at 8:44 pm.

Lora Y Laurain
City Deputy Clerk

**MANISTEE CITY COUNCIL
WORK SESSION
MINUTES OF MAY 14, 2019**

The Manistee City Council met in a work session on Tuesday, May 14, 2019 at 7:00 p.m., Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan 49660.

MEMBERS PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Robert Goodspeed, Michael Szymanski, James Grabowski and Erin Pontiac

MEMBERS ABSENT:

ALSO PRESENT: City Manager, Department Directors, and Public

Public Comments

None.

DISCUSSION ON FAB-LITE EXPANSION – City Manager Thad N. Taylor

City Manager Thad Taylor introduced Stephen Paine of Fab-Lite who presented information to councilmembers regarding the proposed expansion of their Washington Street manufacturing facility. Fab-Lite manufactures office furniture in their current 40,000 square foot facility with 92 employees. The proposed expansion will double the size of the building to 80,000 square feet and employ up to 30 additional employees when it reaches full capacity. The construction cost is estimated to be \$3,000,000 with an additional \$3,000,000 to be invested in the manufacturing process. The timeline for construction to be completed is the end of 2019. Mr. Paine invited councilmembers to tour the existing facility.

Manager Taylor explained that Fab-Lite is interested in applying for an industrial property tax abatement under Michigan PA 198 and introduced Mr. Bill Kratz of the Michigan Economic Development Corporation to explain the industrial property tax abatement process. The Michigan PA 198 allows local municipalities to grant tax abatements to eligible manufacturers of 50% on the increased value of the new real property improvement for a period of up to 12 years. This would potentially save Fab-Lite \$40,000 per year for up to 12 years and also allow the City to collect the remaining 50% property tax increase of \$40,000.

Consensus: Councilmembers and staff were pleased to hear of the expansion efforts and will await the industrial tax abatement application from Fab-Lite.

DISCUSSION WITH DOWNTOWN DEVELOPMENT AUTHORITY ON EXPECTATIONS

Manager Taylor explained that it was the recommendation of the DDA Strategic Planning Session facilitator for the DDA board members to have a discussion with councilmembers regarding expectations. Interim DDA Director Tom Kaminski and several DDA board members explained that they are awaiting the Project Rising Tide report before moving forward with plans for economic development. The board is in the process of hiring a new DDA Executive Director and providing that new employee with clear direction and goals.

Councilmembers' expectations included:

- Compliance with new State of Michigan law
- Complete transparency
- All documents be available to the public on the website
- Welcome City Manager to the DDA Board
- Work together with community, Chamber of Commerce and Visitors Bureau on planning and holding events
- Address visual effects of buildings located in the DDA
- Work together with City Council on common goals

DISCUSSION ON DOWNTOWN DEVELOPMENT AUTHORITY PROPOSED BUDGET FOR FISCAL YEAR 2019-2020

Interim DDA Director Tom Kaminski and several DDA board members were present to answer councilmembers' questions regarding the proposed DDA 2019/2020 budget. Discussion included amounts budgeted for property acquisition and payroll. DDA has acquired the previous American Cleaners property and are determining how to move forward with that parcel and are also interested in possibly acquiring the Art Park property in the future. Payroll figure of \$110,000 includes salary and benefits for the new Executive Director and possibly a part time clerical position to help with administration and events. Also included in that payroll figure is an amount allotted for Economic Development, however that plan is still being formulated.

HOUSING COMMISSION RENTAL INSPECTION PROGRAM – City Manager Thad N. Taylor

Manager Taylor led a discussion regarding the Housing Commission rental inspection program and asked Housing Commission Director Mr. Clinton McKinven-Copus to explain the current inspection program. The Housing Commission is funded by federal dollars through HUD and cannot use those federal funds to participate in the City's inspection program. HUD has their own inspection process in place so that all local public housing is inspected regularly. Mr. McKinven-Copus explained that the Housing Commission is working towards transitioning to the new RAD program which will allow participation in the City's inspection program in the future but that entire process could take 10 years. Phase I includes transitioning the scattered sites to RAD and he hopes this phase to be complete by the end of 2021.

Mr. McKinven-Copus explained the process which is available to public housing residents to raise concerns and voice complaints with their housing.

Consensus: Councilmembers agreed to keep the status quo with the understanding that the Housing Commission is moving forward with plans to transition to the RAD program.

DISCUSSION ON HOUSING APPROACH – Lissette Reyes, PRT Community Development Fellow

Ms. Lissette Reyes of Project Rising Tide provided updates to councilmembers regarding the PRT Housing Initiative. A housing consultant recently interviewed various community members and is returning next week to continue looking for input. A Housing Forum is scheduled for June 26, 2019. The group is looking at the following:

- How housing difficulties affects business and future development
- How to make the community more attractive to developers
- Vague ordinance language as obstacles to developers
- Developer outreach

OTHER:

Manager Taylor reported that during the meeting Mr. Stephen Paine submitted the Fab-Lite PA 198 Industrial Property Tax Abatement Application. Manager Taylor also stated that all of the State's Project Rising Tide Fellows will be visiting Manistee in June to learn about our community and hear about what PRT is doing locally.

Adjourned at approximately 8:25 pm.

Respectfully submitted,

Lora Y Laurain
Deputy Clerk

PERIOD ENDING 04/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2019 INCREASE (DECREASE) NORMAL	END BALANCE 04/30/2019 (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
Dept 101 - LEGISLATIVE					
101-101-702.000	WAGES - FULL TIME	4,508.70	24,797.86	27,052.00	91.67
101-101-709.000	COSTS - SOCIAL SECURITY	279.55	1,537.50	1,677.00	91.68
101-101-711.000	COSTS - MEDICARE	65.35	359.55	392.00	91.72
101-101-726.000	COSTS - WORKERS COMPENSATION	9.92	54.56	87.00	62.71
Total Dept 101 - LEGISLATIVE		4,863.52	26,749.47	29,208.00	91.58
Dept 172 - MANAGER					
101-172-702.000	WAGES - FULL TIME	12,214.78	126,169.67	159,049.00	79.33
101-172-708.000	COSTS - SUTA	0.00	45.00	618.00	7.28
101-172-709.000	COSTS - SOCIAL SECURITY	781.76	8,421.01	10,433.00	80.72
101-172-711.000	COSTS - MEDICARE	182.83	1,969.43	2,439.00	80.75
101-172-712.000	COSTS - IN LIEU OF BC/BS	336.04	3,360.40	3,912.00	85.90
101-172-713.000	WAGES - OVERTIME	0.00	0.00	0.00	0.00
101-172-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-172-716.000	COSTS - ICMA CONTRIBUTION	0.00	0.00	0.00	0.00
101-172-717.000	COSTS - MERS CONTRIBUTION	1,678.36	17,684.92	22,060.00	80.17
101-172-718.000	COSTS - HEALTH INSURANCE	878.50	8,581.26	10,358.00	82.85
101-172-718.001	COSTS - HSA CONTRIBUTION	0.00	3,000.00	3,000.00	100.00
101-172-718.002	COSTS - DENTAL INSURANCE	107.66	1,078.40	1,292.00	83.47
101-172-718.003	COSTS - VISION / ANCILLIARY	19.38	193.80	233.00	83.18
101-172-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-172-724.000	COSTS - VEHICLE ALLOWANCE	400.00	3,600.00	4,800.00	75.00
101-172-725.000	COSTS - LIFE INSURANCE	43.20	432.00	449.00	96.21
101-172-726.000	COSTS - WORKERS COMPENSATION	50.58	546.77	716.00	76.36
101-172-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 172 - MANAGER		16,693.09	175,082.66	219,359.00	79.82
Dept 215 - CLERK					
101-215-702.000	WAGES - FULL TIME	8,274.68	84,537.01	104,359.00	81.01
101-215-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-215-708.000	COSTS - SUTA	0.00	45.00	618.00	7.28
101-215-709.000	COSTS - SOCIAL SECURITY	551.83	5,750.02	6,799.00	84.57
101-215-711.000	COSTS - MEDICARE	129.06	1,344.76	1,589.00	84.63
101-215-712.000	COSTS - IN LIEU OF BC/BS	800.00	6,400.00	8,000.00	80.00
101-215-713.000	WAGES - OVERTIME	0.00	0.00	0.00	0.00
101-215-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-215-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
101-215-717.000	COSTS - MERS CONTRIBUTION	1,678.36	15,053.29	14,474.00	104.00
101-215-718.000	COSTS - HEALTH INSURANCE	0.00	1,106.87	1,150.00	96.25
101-215-718.001	COSTS - HSA CONTRIBUTION	0.00	0.00	0.00	0.00
101-215-718.002	COSTS - DENTAL INSURANCE	0.00	67.28	0.00	100.00
101-215-718.003	COSTS - VISION / ANCILLIARY	0.00	17.38	0.00	100.00
101-215-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-215-723.000	COSTS - RETIREE HEALTH CARE	250.00	2,750.00	3,000.00	91.67
101-215-725.000	COSTS - LIFE INSURANCE	28.42	284.20	294.00	96.67
101-215-726.000	COSTS - WORKERS COMPENSATION	34.26	365.79	470.00	77.83
101-215-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 215 - CLERK		11,746.61	117,721.60	140,753.00	83.64
Dept 247 - BOARD OF REVIEW					
101-247-704.000	WAGES - PART-TIME	0.00	1,500.00	1,500.00	100.00
101-247-709.000	COSTS - SOCIAL SECURITY	0.00	93.00	100.00	93.00
101-247-711.000	COSTS - MEDICARE	0.00	21.74	25.00	86.96
101-247-726.000	COSTS - WORKERS COMPENSATION	0.00	6.23	10.00	62.30
Total Dept 247 - BOARD OF REVIEW		0.00	1,620.97	1,635.00	99.14
Dept 253 - FINANCE / TREASURER					
101-253-702.000	WAGES - FULL TIME	15,563.62	163,418.02	202,327.00	80.77
101-253-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-253-708.000	COSTS - SUTA	0.00	67.50	927.00	7.28
101-253-709.000	COSTS - SOCIAL SECURITY	947.49	10,402.80	12,941.00	80.39
101-253-711.000	COSTS - MEDICARE	221.59	2,432.92	3,026.00	80.40
101-253-712.000	COSTS - IN LIEU OF BC/BS	400.00	4,000.00	4,800.00	83.33
101-253-713.000	WAGES - OVERTIME	0.00	0.00	100.00	0.00
101-253-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-253-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
101-253-716.000	COSTS - ICMA CONTRIBUTION	0.00	0.00	0.00	0.00
101-253-717.000	COSTS - MERS CONTRIBUTION	2,517.56	24,767.75	28,077.00	88.21
101-253-718.000	COSTS - HEALTH INSURANCE	2,213.74	21,628.06	26,093.00	82.89

PERIOD ENDING 04/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2019 INCREASE (DECREASE) NORMAL	END BALANCE 04/30/2019 (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
101-253-718.001	COSTS - HSA CONTRIBUTION	0.00	6,000.00	6,000.00	100.00
101-253-718.002	COSTS - DENTAL INSURANCE	134.56	1,347.76	1,615.00	83.45
101-253-718.003	COSTS - VISION / ANCILLIARY	34.76	347.60	418.00	83.16
101-253-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-253-723.000	COSTS - RETIREE HEALTH CARE	0.00	661.72	0.00	100.00
101-253-725.000	COSTS - LIFE INSURANCE	45.74	457.40	474.00	96.50
101-253-726.000	COSTS - WORKERS COMPENSATION	64.45	707.26	912.00	77.55
Total Dept 253 - FINANCE / TREASURER		22,143.51	236,238.79	287,710.00	82.11
Dept 257 - ASSESSOR					
101-257-702.000	WAGES - FULL TIME	0.00	0.00	0.00	0.00
101-257-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-257-708.000	COSTS - SUTA	0.00	0.00	0.00	0.00
101-257-709.000	COSTS - SOCIAL SECURITY	0.00	0.00	0.00	0.00
101-257-711.000	COSTS - MEDICARE	0.00	0.00	0.00	0.00
101-257-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-257-716.000	COSTS - ICMA CONTRIBUTION	0.00	0.00	0.00	0.00
101-257-717.000	COSTS - MERS CONTRIBUTION	0.00	0.00	0.00	0.00
101-257-718.000	COSTS - HEALTH INSURANCE	0.00	0.00	0.00	0.00
101-257-718.001	COSTS - HSA CONTRIBUTION	0.00	0.00	0.00	0.00
101-257-718.002	COSTS - DENTAL INSURANCE	0.00	0.00	0.00	0.00
101-257-718.003	COSTS - VISION / ANCILLIARY	0.00	0.00	0.00	0.00
101-257-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-257-723.000	COSTS - RETIREE HEALTH CARE	250.00	2,684.11	3,000.00	89.47
101-257-724.000	COSTS - VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00
101-257-725.000	COSTS - LIFE INSURANCE	0.00	0.00	0.00	0.00
101-257-726.000	COSTS - WORKERS COMPENSATION	0.00	0.00	0.00	0.00
101-257-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 257 - ASSESSOR		250.00	2,684.11	3,000.00	89.47
Dept 262 - ELECTIONS					
101-262-704.000	WAGES - PART-TIME	0.00	6,454.00	8,650.00	74.61
101-262-709.000	COSTS - SOCIAL SECURITY	0.00	12.40	536.00	2.31
101-262-711.000	COSTS - MEDICARE	0.00	2.90	125.00	2.32
101-262-726.000	COSTS - WORKERS COMPENSATION	0.00	26.75	39.00	68.59
Total Dept 262 - ELECTIONS		0.00	6,496.05	9,350.00	69.48
Dept 265 - CITY HALL BUILDINGS & GROUNDS					
101-265-702.000	WAGES - FULL TIME	3,946.60	41,239.40	51,306.00	80.38
101-265-708.000	COSTS - SUTA	0.00	22.50	309.00	7.28
101-265-709.000	COSTS - SOCIAL SECURITY	242.23	2,637.75	3,379.00	78.06
101-265-711.000	COSTS - MEDICARE	56.65	616.89	790.00	78.09
101-265-713.000	WAGES - OVERTIME	74.00	518.00	500.00	103.60
101-265-717.000	COSTS - MERS CONTRIBUTION	839.18	7,624.08	7,144.00	106.72
101-265-718.000	COSTS - HEALTH INSURANCE	878.50	8,581.26	10,358.00	82.85
101-265-718.001	COSTS - HSA CONTRIBUTION	0.00	3,000.00	3,000.00	100.00
101-265-718.002	COSTS - DENTAL INSURANCE	53.83	539.20	646.00	83.47
101-265-718.003	COSTS - VISION / ANCILLIARY	9.69	96.90	116.00	83.53
101-265-724.000	COSTS - VEHICLE ALLOWANCE	250.00	2,500.00	3,000.00	83.33
101-265-725.000	COSTS - LIFE INSURANCE	6.93	69.30	72.00	96.25
101-265-726.000	COSTS - WORKERS COMPENSATION	104.88	1,498.47	2,246.00	66.72
Total Dept 265 - CITY HALL BUILDINGS & GROUNDS		6,462.49	68,943.75	82,866.00	83.20
Dept 301 - POLICE					
101-301-702.000	WAGES - FULL TIME	46,436.21	494,211.32	674,421.00	73.28
101-301-704.000	WAGES - PART-TIME	1,245.50	13,700.50	17,225.00	79.54
101-301-708.000	COSTS - SUTA	3.12	312.20	1,167.00	26.75
101-301-709.000	COSTS - SOCIAL SECURITY	77.22	889.42	1,068.00	83.28
101-301-711.000	COSTS - MEDICARE	788.23	8,804.60	11,245.00	78.30
101-301-712.000	COSTS - IN LIEU OF BC/BS	1,353.30	13,760.26	16,356.00	84.13
101-301-713.000	WAGES - OVERTIME	7,779.10	47,650.14	48,000.00	99.27
101-301-713.002	WAGES - OT UNDERAGE DRINKING GRANT	0.00	970.22	3,000.00	32.34
101-301-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-301-715.000	WAGES - PHYSICAL FITNESS	0.00	500.00	6,500.00	7.69
101-301-717.000	COSTS - MERS CONTRIBUTION	12,779.59	128,725.50	147,445.00	87.30
101-301-718.000	COSTS - HEALTH INSURANCE	7,135.43	71,666.50	97,162.00	73.76
101-301-718.001	COSTS - HSA CONTRIBUTION	0.00	24,000.00	24,000.00	100.00
101-301-718.002	COSTS - DENTAL INSURANCE	468.71	4,870.90	6,351.00	76.70
101-301-718.003	COSTS - VISION / ANCILLIARY	117.99	1,225.01	1,636.00	74.88
101-301-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00

PERIOD ENDING 04/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2019 :REASE (DECREASE)ORMAL	END BALANCE 04/30/2019 (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
101-301-721.000	COSTS - UNIFORM/CLEANING ALLO	397.33	6,791.88	9,000.00	75.47
101-301-723.000	COSTS - RETIREE HEALTH CARE	500.00	5,500.00	6,000.00	91.67
101-301-724.000	COSTS - VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00
101-301-725.000	COSTS - LIFE INSURANCE	167.03	1,896.33	1,878.00	100.98
101-301-726.000	COSTS - WORKERS COMPENSATION	1,361.62	15,508.13	20,334.00	76.27
101-301-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	30,342.73	31,000.00	97.88
Total Dept 301 - POLICE		80,610.38	871,325.64	1,123,788.00	77.53
Dept 336 - FIRE					
101-336-702.000	WAGES - FULL TIME	35,002.57	339,700.71	453,518.00	74.90
101-336-704.000	WAGES - PART-TIME	0.00	0.00	3,000.00	0.00
101-336-708.000	COSTS - SUTA	8.52	219.05	2,727.00	8.03
101-336-709.000	COSTS - SOCIAL SECURITY	0.00	14.41	186.00	7.75
101-336-711.000	COSTS - MEDICARE	552.27	5,772.78	6,702.00	86.14
101-336-712.000	COSTS - IN LIEU OF BC/BS	957.40	3,795.94	6,000.00	63.27
101-336-713.000	WAGES - OVERTIME	7,374.84	55,249.23	63,000.00	87.70
101-336-713.005	WAGES - OT FF PA 604	526.75	4,100.69	4,700.00	87.25
101-336-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-336-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	4,000.00	0.00
101-336-717.000	COSTS - MERS CONTRIBUTION	12,825.77	121,782.93	134,264.00	90.70
101-336-718.000	COSTS - HEALTH INSURANCE	6,641.22	70,163.86	90,000.00	77.96
101-336-718.001	COSTS - HSA CONTRIBUTION	0.00	21,000.00	24,000.00	87.50
101-336-718.002	COSTS - DENTAL INSURANCE	437.32	4,677.10	6,782.00	68.96
101-336-718.003	COSTS - VISION / ANCILLIARY	112.96	1,223.53	1,785.00	68.55
101-336-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-336-721.000	COSTS - UNIFORM/CLEANING ALLO	752.82	8,613.69	8,300.00	103.78
101-336-722.000	COSTS - FOOD ALLOWANCE	0.00	6,093.00	6,560.00	92.88
101-336-723.000	COSTS - RETIREE HEALTH CARE	1,000.00	9,750.00	11,250.00	86.67
101-336-725.000	COSTS - LIFE INSURANCE	125.42	1,153.68	1,302.00	88.61
101-336-726.000	COSTS - WORKERS COMPENSATION	1,467.39	16,772.11	21,670.00	77.40
101-336-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	35,811.94	37,000.00	96.79
Total Dept 336 - FIRE		67,785.25	705,894.65	886,746.00	79.61
Dept 441 - PUBLIC WORKS					
101-441-702.000	WAGES - FULL TIME	49,963.01	524,857.03	647,439.00	81.07
101-441-704.000	WAGES - PART-TIME	0.00	6,943.88	11,600.00	59.86
101-441-708.000	COSTS - SUTA	0.00	629.41	4,939.00	12.74
101-441-709.000	COSTS - SOCIAL SECURITY	3,060.53	35,493.86	44,143.00	80.41
101-441-711.000	COSTS - MEDICARE	715.75	8,300.98	10,324.00	80.40
101-441-712.000	COSTS - IN LIEU OF BC/BS	1,000.00	10,600.00	14,400.00	73.61
101-441-713.000	WAGES - OVERTIME	654.71	17,948.52	29,000.00	61.89
101-441-713.001	WAGES - 2E STANDBY PAY	1,272.32	13,667.30	16,540.00	82.63
101-441-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-441-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
101-441-716.000	COSTS - ICMA CONTRIBUTION	202.94	2,472.10	2,638.00	93.71
101-441-717.000	COSTS - MERS CONTRIBUTION	3,353.61	34,967.83	42,688.00	81.91
101-441-718.000	COSTS - HEALTH INSURANCE	10,877.80	98,398.32	140,466.00	70.05
101-441-718.001	COSTS - HSA CONTRIBUTION	0.00	34,500.00	37,500.00	92.00
101-441-718.002	COSTS - DENTAL INSURANCE	663.84	6,155.85	9,312.00	66.11
101-441-718.003	COSTS - VISION / ANCILLIARY	155.74	1,442.42	2,210.00	65.27
101-441-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-441-721.000	COSTS - UNIFORM/CLEANING ALLO	257.75	4,812.62	6,320.00	76.15
101-441-722.000	COSTS - FOOD ALLOWANCE	0.00	0.00	0.00	0.00
101-441-723.000	COSTS - RETIREE HEALTH CARE	500.00	5,404.58	6,000.00	90.08
101-441-725.000	COSTS - LIFE INSURANCE	150.39	1,503.90	1,562.00	96.28
101-441-726.000	COSTS - WORKERS COMPENSATION	2,800.97	33,408.83	41,858.00	79.81
101-441-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	5,195.77	7,000.00	74.23
Total Dept 441 - PUBLIC WORKS		75,629.36	846,703.20	1,075,939.00	78.69
Dept 701 - PLANNING & ZONING					
101-701-702.000	WAGES - FULL TIME	0.00	12,171.90	12,184.00	99.90
101-701-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-701-708.000	COSTS - SUTA	0.00	0.00	309.00	0.00
101-701-709.000	COSTS - SOCIAL SECURITY	0.00	1,522.44	3,844.00	39.61
101-701-711.000	COSTS - MEDICARE	0.00	356.05	955.00	37.28
101-701-712.000	COSTS - IN LIEU OF BC/BS	0.00	0.00	0.00	0.00
101-701-713.000	WAGES - OVERTIME	0.00	0.00	0.00	0.00
101-701-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-701-717.000	COSTS - MERS CONTRIBUTION	0.00	3,143.02	8,887.00	35.37
101-701-718.000	COSTS - HEALTH INSURANCE	0.00	674.76	678.00	99.52
101-701-718.001	COSTS - HSA CONTRIBUTION	0.00	3,000.00	3,000.00	100.00
101-701-718.002	COSTS - DENTAL INSURANCE	0.00	54.28	56.00	96.93

PERIOD ENDING 04/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 04/30/2019 INCREASE (DECREASE)	END BALANCE 04/30/2019 NORMAL (ABNORMAL)	2018-19 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
101-701-718.003	COSTS - VISION / ANCILLIARY	0.00	9.69	116.00	8.35
101-701-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-701-723.000	COSTS - RETIREE HEALTH CARE	250.00	2,250.00	2,500.00	90.00
101-701-724.000	COSTS - VEHICLE ALLOWANCE	0.00	300.00	300.00	100.00
101-701-725.000	COSTS - LIFE INSURANCE	0.00	22.41	72.00	31.13
101-701-726.000	COSTS - WORKERS COMPENSATION	0.00	202.75	617.00	32.86
101-701-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	10,103.97	10,200.00	99.06
Total Dept 701 - PLANNING & ZONING		250.00	33,811.27	43,718.00	77.34
Dept 751 - PARKS & RECREATION					
101-751-702.000	WAGES - FULL TIME	7,017.60	73,237.32	90,413.00	81.00
101-751-704.000	WAGES - PART-TIME	0.00	21,453.09	56,000.00	38.31
101-751-708.000	COSTS - SUTA	0.00	911.87	2,538.00	35.93
101-751-709.000	COSTS - SOCIAL SECURITY	417.64	6,651.53	9,667.00	68.81
101-751-711.000	COSTS - MEDICARE	97.68	1,555.61	2,261.00	68.80
101-751-713.000	WAGES - OVERTIME	175.44	8,183.67	8,500.00	96.28
101-751-713.001	WAGES - 2E STANDBY PAY	0.00	0.00	500.00	0.00
101-751-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-751-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
101-751-717.000	COSTS - MERS CONTRIBUTION	574.56	5,745.50	5,834.00	98.48
101-751-718.000	COSTS - HEALTH INSURANCE	1,985.37	19,395.30	23,405.00	82.87
101-751-718.001	COSTS - HSA CONTRIBUTION	0.00	6,000.00	6,000.00	100.00
101-751-718.002	COSTS - DENTAL INSURANCE	121.11	1,213.08	1,453.00	83.49
101-751-718.003	COSTS - VISION / ANCILLIARY	27.07	270.70	325.00	83.29
101-751-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-751-721.000	COSTS - UNIFORM/CLEANING ALLO	0.00	399.50	1,161.00	34.41
101-751-723.000	COSTS - RETIREE HEALTH CARE	250.00	2,702.11	3,000.00	90.07
101-751-725.000	COSTS - LIFE INSURANCE	18.48	184.80	192.00	96.25
101-751-726.000	COSTS - WORKERS COMPENSATION	200.49	2,930.22	4,709.00	62.23
101-751-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	1,000.00	0.00
Total Dept 751 - PARKS & RECREATION		10,885.44	150,834.30	216,958.00	69.52
TOTAL EXPENDITURES		297,319.65	3,244,106.46	4,121,030.00	78.72
Fund 592 - WATER & SEWER UTILITY					
Expenditures					
Dept 541 - ADMINISTRATION					
592-541-702.000	WAGES - FULL TIME	9,423.33	98,944.78	122,503.00	80.77
592-541-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
592-541-708.000	COSTS - SUTA	0.00	45.00	617.00	7.29
592-541-709.000	COSTS - SOCIAL SECURITY	543.60	6,007.34	7,657.00	78.46
592-541-711.000	COSTS - MEDICARE	127.13	1,404.95	1,791.00	78.45
592-541-713.000	WAGES - OVERTIME	0.00	105.51	1,000.00	10.55
592-541-717.000	COSTS - MERS CONTRIBUTION	1,678.36	15,937.69	17,130.00	93.04
592-541-718.000	COSTS - HEALTH INSURANCE	1,985.37	19,395.30	23,405.00	82.87
592-541-718.001	COSTS - HSA CONTRIBUTION	0.00	6,000.00	6,000.00	100.00
592-541-718.002	COSTS - DENTAL INSURANCE	121.11	1,213.08	1,453.00	83.49
592-541-718.003	COSTS - VISION / ANCILLIARY	27.07	270.70	325.00	83.29
592-541-723.000	COSTS - RETIREE HEALTH CARE	0.00	0.00	0.00	0.00
592-541-725.000	COSTS - LIFE INSURANCE	16.17	161.70	168.00	96.25
592-541-726.000	COSTS - WORKERS COMPENSATION	43.35	1,086.69	1,656.00	65.62
592-541-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 541 - ADMINISTRATION		13,965.49	150,572.74	183,705.00	81.96
Dept 542 - WATER OPERATION					
592-542-702.000	WAGES - FULL TIME	10,766.40	108,299.54	139,250.00	77.77
592-542-708.000	COSTS - SUTA	0.00	67.50	926.00	7.29
592-542-709.000	COSTS - SOCIAL SECURITY	718.03	7,698.36	10,387.00	74.12
592-542-711.000	COSTS - MEDICARE	167.91	1,800.43	2,429.00	74.12
592-542-713.000	WAGES - OVERTIME	723.52	6,910.08	9,000.00	76.78
592-542-713.001	WAGES - 2E STANDBY PAY	1,165.60	12,621.41	17,363.00	72.69
592-542-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
592-542-717.000	COSTS - MERS CONTRIBUTION	582.52	6,071.25	7,436.00	81.65
592-542-718.000	COSTS - HEALTH INSURANCE	3,320.61	32,442.11	46,415.00	69.90
592-542-718.001	COSTS - HSA CONTRIBUTION	0.00	9,000.00	9,000.00	100.00
592-542-718.002	COSTS - DENTAL INSURANCE	201.84	2,021.64	2,422.00	83.47
592-542-718.003	COSTS - VISION / ANCILLIARY	52.14	521.40	626.00	83.29
592-542-721.000	COSTS - UNIFORM/CLEANING ALLO	119.00	1,228.99	3,330.00	36.91
592-542-722.000	COSTS - FOOD ALLOWANCE	0.00	0.00	0.00	0.00
592-542-723.000	COSTS - RETIREE HEALTH CARE	0.00	452.11	0.00	100.00

PERIOD ENDING 04/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR		2018-19 AMENDED BUDGET	% BDGT USED
		MONTH 04/30/2019 INCREASE (DECREASE)	END BALANCE 04/30/2019 NORMAL (ABNORMAL)		
Fund 592 - WATER & SEWER UTILITY					
Expenditures					
592-542-725.000	COSTS - LIFE INSURANCE	27.72	277.20	288.00	96.25
592-542-726.000	COSTS - WORKERS COMPENSATION	433.18	4,627.29	6,227.00	74.31
592-542-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	458.06	1,500.00	30.54
Total Dept 542 - WATER OPERATION		18,278.47	194,497.37	256,599.00	75.80
Dept 543 - SEWER - WWTP					
592-543-702.000	WAGES - FULL TIME	9,785.60	93,495.31	128,454.00	72.79
592-543-708.000	COSTS - SUTA	8.88	60.76	926.00	6.56
592-543-709.000	COSTS - SOCIAL SECURITY	624.09	6,300.58	8,814.00	71.48
592-543-711.000	COSTS - MEDICARE	145.95	1,473.51	2,061.00	71.49
592-543-713.000	WAGES - OVERTIME	842.76	8,235.51	12,000.00	68.63
592-543-713.001	WAGES - 2E STANDBY PAY	0.00	909.60	1,200.00	75.80
592-543-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
592-543-717.000	COSTS - MERS CONTRIBUTION	499.35	4,863.73	6,072.00	80.10
592-543-718.000	COSTS - HEALTH INSURANCE	1,601.08	17,004.68	27,666.00	61.46
592-543-718.001	COSTS - HSA CONTRIBUTION	375.00	7,875.00	7,500.00	105.00
592-543-718.002	COSTS - DENTAL INSURANCE	98.67	1,078.80	1,722.00	62.65
592-543-718.003	COSTS - VISION / ANCILLIARY	22.39	260.00	401.00	64.84
592-543-721.000	COSTS - UNIFORM/CLEANING ALLO	177.97	1,829.02	2,920.00	62.64
592-543-723.000	COSTS - RETIREE HEALTH CARE	(474.71)	2,221.35	2,800.00	79.33
592-543-725.000	COSTS - LIFE INSURANCE	27.72	249.48	288.00	86.63
592-543-726.000	COSTS - WORKERS COMPENSATION	196.24	1,994.55	2,876.00	69.35
592-543-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	324.48	2,000.00	16.22
Total Dept 543 - SEWER - WWTP		13,930.99	148,176.36	207,700.00	71.34
Dept 544 - SEWER COLLECTION (STREETS)					
592-544-702.000	WAGES - FULL TIME	6,524.81	68,328.22	84,822.00	80.55
592-544-708.000	COSTS - SUTA	0.00	45.00	617.00	7.29
592-544-709.000	COSTS - SOCIAL SECURITY	384.70	4,358.10	5,600.00	77.82
592-544-711.000	COSTS - MEDICARE	89.97	1,019.24	1,310.00	77.80
592-544-713.000	WAGES - OVERTIME	30.96	2,176.70	5,000.00	43.53
592-544-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	0.00	0.00
592-544-717.000	COSTS - MERS CONTRIBUTION	204.54	2,302.91	3,045.00	75.63
592-544-718.000	COSTS - HEALTH INSURANCE	1,468.16	14,342.05	17,308.00	82.86
592-544-718.001	COSTS - HSA CONTRIBUTION	0.00	4,500.00	4,500.00	100.00
592-544-718.002	COSTS - DENTAL INSURANCE	89.70	898.44	1,076.00	83.50
592-544-718.003	COSTS - VISION / ANCILLIARY	23.73	237.30	285.00	83.26
592-544-721.000	COSTS - UNIFORM/CLEANING ALLO	204.10	882.36	1,620.00	54.47
592-544-725.000	COSTS - LIFE INSURANCE	18.48	184.80	192.00	96.25
592-544-726.000	COSTS - WORKERS COMPENSATION	122.24	1,367.21	1,823.00	75.00
592-544-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	2,000.00	0.00
Total Dept 544 - SEWER COLLECTION (STREETS)		9,161.39	100,642.33	129,198.00	77.90
TOTAL EXPENDITURES		55,336.34	593,888.80	777,202.00	76.41
Fund 594 - MARINA FUND					
Expenditures					
Dept 000					
594-000-702.000	WAGES - FULL TIME	0.00	0.00	0.00	0.00
594-000-704.000	WAGES - PART-TIME	0.00	13,421.63	25,000.00	53.69
594-000-708.000	COSTS - SUTA	0.00	526.73	864.00	60.96
594-000-709.000	COSTS - SOCIAL SECURITY	0.00	961.15	1,562.00	61.53
594-000-711.000	COSTS - MEDICARE	0.00	224.79	365.00	61.59
594-000-713.000	WAGES - OVERTIME	0.00	0.00	200.00	0.00
594-000-726.000	COSTS - WORKERS COMPENSATION	0.00	481.75	859.00	56.08
Total Dept 000		0.00	15,616.05	28,850.00	54.13
TOTAL EXPENDITURES		0.00	15,616.05	28,850.00	54.13

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 000							
101-000-004.000	04/30/19	PETTY CASH	REIMB 2/28-4/30/19	04302019	05/06/19	73.77	47497
			Total For Dept 000			73.77	
Dept 101 LEGISLATIVE							
101-101-801.000	04/01/19	US DEPARTMENT OF AGRICULTURE	CUST#3117445 BILL#3003052495 DEER C	3003052495	04/17/19	6,018.70	47431
			Total For Dept 101 LEGISLATIVE			6,018.70	
Dept 172 MANAGER							
101-172-752.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	63.65	47381
101-172-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	15.72	47411
101-172-913.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	10.00	47381
101-172-913.000	04/22/19	THAD N TAYLOR	MILEAGE TO/FROM LUDINGTON & MEAL	04222019	05/09/19	40.11	1089
101-172-933.000	02/07/19	KOPY SALES INC.	1/1-1/31/19 COPIES KYOCERA TA5052CI	113028	04/12/19	81.58	1030
101-172-933.000	03/08/19	KOPY SALES INC.	2/1-2/28/19 COPIES KYOCERA TA 5052C	113688	04/12/19	72.80	1030
101-172-933.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	14.99	47381
			Total For Dept 172 MANAGER			298.85	
Dept 215 CLERK							
101-215-723.000	04/22/19	MICHELLE WRIGHT	IN LIEU OF BLUE CROSS INSURANCE	04/22/2019	04/25/19	250.00	1066
101-215-752.000	04/04/19	JACKPINE BUSINESS CENTERS	DUSTERS/HILTERS/LEAD/PENS	439719-0	04/10/19	6.48	47368
101-215-752.000	04/04/19	PITNEY BOWES	2-RED FL INK ACCT#0017265798	1011944618	04/22/19	492.98	1056
101-215-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	15.72	47411
101-215-752.000	04/17/19	JACKPINE BUSINESS CENTERS	REPORT COVERS/PENCIL LEAD	440298-0	05/06/19	66.97	47476
101-215-900.000	03/31/19	THE PIONEER GROUP	3/1-3/31/19 41100167	41100167 MARCH 1	04/10/19	689.10	47380
101-215-900.000	04/24/19	MANISTEE COUNTY REGISTER OF	RECORDING SPECIAL USE PERMIT - THE	04242019	05/06/19	30.00	47480
101-215-913.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	414.75	47381
101-215-915.000	03/12/19	INTERNATIONAL INSTITUTE OF	7/1/19-6/30/20 DUES LORA LAURAIN	03122019	04/10/19	110.00	47366
101-215-915.000	03/12/19	INTERNATIONAL INSTITUTE OF	7/1/19-6/30/20 MEMBERSHIP DUES HEAT	031219	04/10/19	170.00	47366
101-215-915.000	01/22/19	MICHIGAN MUNICIPAL TREASURER'S	2019 DUES HEATHER PEFLY	01222019	04/10/19	50.00	47375
101-215-933.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	14.99	47381
101-215-933.000	04/04/19	KOPY SALES INC.	KYOCERA TA3051CI 3/2-4/1/19	113947	04/12/19	67.74	1030
			Total For Dept 215 CLERK			2,378.73	
Dept 247 BOARD OF REVIEW							
101-247-900.000	03/31/19	THE PIONEER GROUP	3/1-3/31/19 41100167	41100167 MARCH 1	04/10/19	152.40	47380
			Total For Dept 247 BOARD OF REVIEW			152.40	
Dept 253 FINANCE / TREASURER							
101-253-723.000	04/16/19	DELTA DENTAL	5/1-5/31/19 RETIREES	04162019	04/22/19	53.83	47439
101-253-723.000	04/22/19	VISION SERVICE PLAN	300832660001 MAY 2019	05012019	04/22/19	9.69	47448
101-253-752.000	04/04/19	JACKPINE BUSINESS CENTERS	DUSTERS/HILTERS/LEAD/PENS	439719-0	04/10/19	30.25	47368
101-253-752.000	04/05/19	JACKPINE BUSINESS CENTERS	PAST DUE STAMP	439806-0	04/10/19	10.79	47368
101-253-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	23.58	47411
101-253-752.000	04/26/19	JACKPINE BUSINESS CENTERS	TONER - KELLY'S PRINTER	440666-0	05/06/19	202.99	47476
101-253-752.000	04/26/19	PRINTING SYSTEMS, INC.	UTILITY BILLS ACCT#441	207315	05/06/19	744.05	47500
101-253-913.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	159.23	47381
101-253-915.000	04/01/19	GOVERNMENT FINANCE OFFICERS	DUES ANGELA RABB	04012019ARABB	04/10/19	150.00	47359
101-253-915.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	9.99	47381
101-253-933.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	180.13	47381
			Total For Dept 253 FINANCE / TREASURER			1,574.53	
Dept 257 ASSESSOR							
101-257-723.000	04/16/19	DELTA DENTAL	5/1-5/31/19 RETIREES	04162019	04/22/19	22.42	47439

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Fund 101 GENERAL FUND							
Dept 257 ASSESSOR							
101-257-723.000	04/22/19	PRIORITY HEALTH	MAY RETIREES	05012019	04/22/19	202.29	47445
101-257-723.000	04/22/19	VISION SERVICE PLAN	300832660001 MAY 2019	05012019	04/22/19	6.35	47448
101-257-801.000	03/28/19	GREAT LAKES ASSESSING INC	PROFESSIONAL ASSESSING SERVICE	03/28/2019	04/01/19	6,529.00	1003
101-257-801.000	04/22/19	GREAT LAKES ASSESSING INC	PROFESSIONAL ASSESSING SERVICE	04/22/2019	04/25/19	6,529.00	1065
Total For Dept 257 ASSESSOR						13,289.06	
Dept 262 ELECTIONS							
101-262-752.000	04/04/19	I.T. RIGHT INC	2 - 5436 HP LAPTOPS	20159464	04/12/19	1,408.00	1027
Total For Dept 262 ELECTIONS						1,408.00	
Dept 265 CITY HALL BUILDINGS & GROUNDS							
101-265-752.000	03/13/19	PURE WATER WORKS INC	INVOICE 323587 UNDER PAID ON CK4727	323587-2	04/10/19	8.00	47383
101-265-752.000	04/10/19	PURE WATER WORKS INC	4/10/19 WATER DELIVERY	324654	04/17/19	39.00	47427
101-265-752.000	04/02/19	CDM MOBILE SHREDDING LLC	ON-SITE SHREDDING	89111	04/17/19	65.00	47402
101-265-752.000	04/15/19	GILL-ROYS HARDWARE	KEY FOR OUTSIDE FAUCETS	1904-616034	04/17/19	5.59	47407
101-265-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	7.86	47411
101-265-850.000	04/11/19	CHARTER COMMUNICATIONS INC.	4/12-5/10/19 8245122090138918 70 MA	0138918041119	04/22/19	159.96	47437
101-265-850.000	04/13/19	AT&T	3/14-4/13/19 23139825843105	231398258404 041	05/06/19	356.13	47453
101-265-850.000	04/19/19	AT&T	171-799-4036 001	5647697400	05/06/19	440.04	47453
101-265-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	201.30	1074
101-265-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	1,596.09	47352
101-265-921.000	04/05/19	DTE ENERGY	910021459003 3/7-4/3 CITY HALL	3/7-4/3CITYHALL	04/17/19	414.80	47404
101-265-930.000	03/28/19	CUSTOM SHEET METAL & HEATING	REPLACE ACTUATOR VALVE/FAN MOTOR 2N	8748692	04/12/19	1,651.61	1024
101-265-930.000	04/08/19	GILL-ROYS HARDWARE	PARTS TO PUT STEVE'S DESK BACK TOGE'	1904-992482	04/10/19	11.88	47358
101-265-930.000	04/10/19	GILL-ROYS HARDWARE	veneER AND MATERIALS TO FIX THE POD	1904-600845	04/17/19	5.18	47407
Total For Dept 265 CITY HALL BUILDINGS & GROUNDS						4,962.44	
Dept 275 GENERAL							
101-275-802.000	03/12/19	MIKA MEYERS BECKETT & JONES	FEBRUARY GENERAL LEGAL CLIENT 26943	631680	04/12/19	6,807.20	1032
101-275-804.000	03/12/19	MIKA MEYERS BECKETT & JONES	FEBRUARY PERSONNEL POLICY REVIEW	631681	04/12/19	1,265.00	1032
101-275-804.000	03/12/19	MIKA MEYERS BECKETT & JONES	FEBRUARY GENERAL LABOR	631679	04/12/19	4,293.00	1032
101-275-806.000	03/12/19	MIKA MEYERS BECKETT & JONES	FEBRUARY PROSECUTING ATTY	631677	04/22/19	1,858.10	1055
101-275-851.000	04/08/19	EASYPERMIT POSTAGE	8000-9090-0723-7170	04082019	04/22/19	2,159.85	1047
101-275-853.000	04/19/19	VERIZON WIRELESS	442223949-00001 3/20-4/19/19	9828470199	05/06/19	929.40	47516
101-275-920.001	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	2,570.69	47352
101-275-946.000	03/21/19	SPICER GROUP INC	FEB GEN ENG 126455SG2018	195332	04/12/19	1,200.00	1036
Total For Dept 275 GENERAL						21,083.24	
Dept 301 POLICE							
101-301-721.000	04/11/19	TIM KOZAL	REIMBURSEMENT	04112019	04/22/19	45.58	1060
101-301-721.000	04/05/19	MANISTEE CLEANING SOLUTIONS	UNIFORM CLEANING	58619	04/17/19	247.25	47414
101-301-721.000	04/09/19	NYE UNIFORM COMPANY	NAME BAR KOZAL	691568	04/17/19	28.00	47425
101-301-721.000	04/24/19	MANISTEE CLEANING SOLUTIONS	DRY CLEANING	58628	05/06/19	76.50	47477
101-301-723.000	04/22/19	DAVID BACHMAN	IN LIEU OF BLUE CROSS INSURANCE	04/22/2019	04/25/19	250.00	1063
101-301-723.000	04/22/19	JOHN S RILEY	IN LIEU OF BLUE CROSS INSURANCE	04/22/2019	04/25/19	250.00	1068
101-301-752.000	04/01/19	TRANSUNION RISK	MOSLY. CHARGES	3055211MARCH	04/12/19	50.00	1038
101-301-752.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	154.98	47381
101-301-752.000	03/21/19	DERMATEC DIRECT	GLOVES	1486185	04/10/19	51.69	47355
101-301-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	102.18	47411
101-301-752.000	04/16/19	WAHR HARDWARE, INC.	AAA BATTERIES	C171545	05/09/19	5.09	1095
101-301-752.000	04/13/19	WAHR HARDWARE, INC.	STAPLES	C171370	05/09/19	8.58	1095
101-301-770.000	04/06/19	BLARNEY CASTLE FLEET PROGRAM	BC177 3/6-4/5/19	04062019BC177	04/22/19	1,746.50	1042
101-301-801.000	04/03/19	STATE OF MICHIGAN - MSP	SOR FEES MARCH 2019 MI5155000	551-535617	05/06/19	150.00	47510

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Fund 101 GENERAL FUND							
Dept 301 POLICE							
101-301-913.000	04/10/19	MICHIGAN ASSOC. OF CHIEFS	CONFERENCE/BANQUET KOZAL	200005745	05/06/19	260.00	47488
101-301-915.000	04/24/19	RAUL VASQUEZ	HEALTH CONNECTION MEMBERSHIP 4/6/19	042419	05/09/19	127.50	1094
101-301-932.000	02/14/19	MANISTEE FORD INC	HOME LIGHT REPAIR UNIT 605	164084	04/10/19	47.50	47371
101-301-932.000	04/25/19	AUTO VALUE \ AUTO-WARES GROUP	WIPER BLADES #601	256-1012613	05/06/19	21.98	47454
101-301-932.000	04/23/19	EMERGENCY VEHICLE PRODUCTS	FUSE FOR WATCHGUARD/SPOT LIGHT PART	S0011978	05/06/19	217.50	47465
101-301-932.000	04/23/19	MANISTEE TIRE SERVICE	TIRE WORK 605	71849	05/06/19	60.00	47482
101-301-932.000	04/23/19	MANISTEE TIRE SERVICE	TIRE SERVICE 604	71850	05/06/19	60.00	47482
101-301-932.000	04/23/19	MANISTEE TIRE SERVICE	TIRE SERVICE 603	71853	05/06/19	60.00	47482
101-301-933.000	02/08/19	KOPY SALES INC.	1/2-2/1/19 COPIES KYOCERA TA3501I	113038	04/12/19	44.12	1030
101-301-933.000	03/08/19	KOPY SALES INC.	2/2-3/1/19 COPIES KYOCERA TA3501I	113690	04/12/19	26.58	1030
101-301-933.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	14.99	47381
101-301-933.000	03/26/19	CORE TECHNOLOGY CORPORATION	TIMS/INSTALL & ANNUAL SUPPORT 3/1/1	XT3000182	04/12/19	300.00	1023
101-301-933.000	04/04/19	KOPY SALES INC.	KYOCERA TA3501I 3/2-4/1/19	113946	04/22/19	33.23	1053
101-301-983.000	03/24/19	TEAM FINANCIAL GROUP INC.	KYOCERA 35011 05698, 4301210 CONTRA	6580	04/12/19	117.98	1037
101-301-983.000	04/24/19	TEAM FINANCIAL GROUP INC.	CONTRACT#400172291 KYOCERA 3501I;05	40003198 APR2420	05/09/19	117.98	1090
101-301-985.000	03/26/19	CORE TECHNOLOGY CORPORATION	TIMS/INSTALL & ANNUAL SUPPORT 3/1/1	XT3000182	04/12/19	540.00	1023
Total For Dept 301 POLICE						5,215.71	
Dept 336 FIRE							
101-336-721.000	03/22/19	NYE UNIFORM COMPANY	UNIFORM BADGE 652	686455	04/10/19	143.18	47378
101-336-721.000	03/19/19	NYE UNIFORM COMPANY	JOB SHIRTS- NELSON; EVAN	690360	04/10/19	125.98	47378
101-336-721.000	03/29/19	NYE UNIFORM COMPANY	NAME BARS-HASKIN;NELSON	689744	04/10/19	28.00	47378
101-336-721.000	04/08/19	DONNA TAYLOR	UNIFORM EMBROIDERY	4350	05/06/19	66.00	47514
101-336-721.000	04/23/19	NYE UNIFORM COMPANY	RETIREMENT BADGE LAPOINT	687943	05/06/19	142.66	47494
101-336-721.000	04/24/19	PHOENIX SAFETY OUTFITTERS	UNIFORM BOOTS LACROSS	SI-93833	05/06/19	247.00	47498
101-336-723.000	04/22/19	DOUGLAS O DOMINICK	IN LIEU OF HEALTH INSURANCE	04/22/2019	04/25/19	250.00	1064
101-336-723.000	04/22/19	MARK A MODJESKI	IN LIEU OF BLUE CROSS INSURANCE	04/22/2019	04/25/19	250.00	1067
101-336-723.000	04/22/19	SID SCRIMGER	IN LIEU OF BLUE CROSS INSURANCE	04/22/2019	04/25/19	250.00	1069
101-336-723.000	04/22/19	TIMM H SMITH	IN LIEU OF BLUE CROSS INSURANCE	04/22/2019	04/25/19	250.00	1070
101-336-752.000	03/21/19	JACKPINE BUSINESS CENTERS	PAPER	439264-0	04/10/19	38.47	47368
101-336-752.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	61.77	47381
101-336-752.000	03/13/19	PURE WATER WORKS INC	11 WATER BOTTLES RETURNED - CREDIT	323583	04/17/19	(77.00)	47427
101-336-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	62.88	47411
101-336-752.000	04/10/19	PURE WATER WORKS INC	DRINKING WATER	324650	04/17/19	57.00	47427
101-336-752.000	04/08/19	GILL-ROYS HARDWARE	HOSE NOZZLE	1904-992577	04/17/19	11.99	47407
101-336-752.000	04/17/19	JACKPINE BUSINESS CENTERS	PRINTER TONER - BLACK/COLOR	440331-0	05/06/19	48.98	47476
101-336-752.000	01/16/19	PURE WATER WORKS INC	DRINKING WATER	321333	05/06/19	75.00	47501
101-336-752.000	04/18/19	CHARTER COMMUNICATIONS INC.	4/18-5/17/19 FIRE 8245122090073420	0073420041819	05/06/19	142.98	47460
101-336-752.000	04/19/19	VERIZON WIRELESS	342080794-00001 3/20-4/19/19	9828460217	05/06/19	14.04	47516
101-336-770.000	04/06/19	BLARNEY CASTLE FLEET PROGRAM	BC177 3/6-4/5/19	04062019BC177	04/22/19	646.89	1042
101-336-777.000	03/28/19	FASTENAL COMPANY	AA BATTERIES FOR MED EQUIP	MIMAN136559	04/12/19	13.27	1026
101-336-777.000	03/19/19	J & B MEDICAL SUPPLY	GLUCOSE MON/DEFIB PADS	5278749	04/12/19	80.28	1028
101-336-777.000	03/22/19	PRAXAIR DISTRIBUTION INC	OXYGEN	88377981	04/12/19	35.59	1034
101-336-777.000	04/24/19	PRAXAIR DISTRIBUTION INC	OXYGEN	89015628	05/09/19	42.57	1087
101-336-780.000	03/18/19	LEGACY FIRE & SAFETY	EXTINGUISHER RECHARGE	983	04/10/19	120.00	47369
101-336-780.000	03/27/19	LEGACY FIRE & SAFETY	EXTINGUISHER REFILLS	997	04/10/19	300.00	47369
101-336-801.000	04/01/19	THE ACCUMED GROUP	MARCH SERVICE FEE	21648	04/10/19	1,035.87	47344
101-336-873.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	83.00	47381
101-336-873.000	04/16/19	MUNSON HEALTHCARE MANISTEE	LACROSS ACLS 4/15/19	041519LACROSS	05/06/19	165.00	47491
101-336-913.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	520.00	47381
101-336-915.000	04/08/19	MICHIGAN FIRE INSPECTORS	2019 MEMBERSHIP BRENT HASKIN	1917	04/17/19	30.00	47421
101-336-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	155.04	1074
101-336-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	464.04	47352

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Fund 101 GENERAL FUND							
Dept 336 FIRE							
101-336-921.000	04/05/19	DTE ENERGY	910021458872 3/7-4/3 FIRE	3/7-4/3FIRE	04/17/19	461.88	47404
101-336-930.000	03/19/19	CUSTOM SHEET METAL & HEATING	HVAC MAINTENANCE	8733734	04/12/19	388.11	1024
101-336-930.000	04/04/19	CARROT-TOP INDUSTRIES, INC.	US FLAG	42059200	04/22/19	51.10	1044
101-336-930.000	04/17/19	GILL-ROYS HARDWARE	OVERHEAD DOOR HINGE M5 BAY	1904-624020	05/06/19	6.99	47467
101-336-931.000	10/03/18	FASTENAL COMPANY	D BATTERIES FOR LZ KIT	MIMAN134326	04/12/19	24.93	1026
101-336-931.000	03/26/19	EASTERN FIRE EQUIPMENT SERVICE	FUEL CAP/OIL TANK CAP/SHIPPING	3273994	04/10/19	30.92	47356
101-336-931.000	02/27/19	DOUGLASS SAFETY SYSTEMS, LLC	ANNUAL SCBA MAINTENANCE	44109	04/12/19	2,199.00	1025
101-336-932.000	04/02/19	AUTO VALUE \ AUTO-WARES GROUP	AUTO GOOP-MEDIC 5	256-1010527	04/10/19	5.69	47348
101-336-932.000	04/03/19	AUTO VALUE \ AUTO-WARES GROUP	MEDIC 5 BATTERIES	256-1010595	04/17/19	320.46	47399
101-336-932.000	04/02/19	HARBOR STEEL & SUPPLY CORP.	ALUM REPAIR MATERIAL-M5	04242791	04/22/19	21.50	1050
101-336-932.000	04/02/19	AUTO VALUE \ AUTO-WARES GROUP	MEDIC 5 FUEL LINE REPAIR	256-1010535	05/06/19	15.37	47454
101-336-932.000	04/29/19	AUTO VALUE \ AUTO-WARES GROUP	BATTERY R5	256-1012862	05/06/19	98.00	47454
101-336-933.000	02/01/19	KOPY SALES INC.	1/2-2/1/19 COPIES KYOCERA M3550IDN	112916	04/12/19	44.50	1030
101-336-933.000	03/08/19	KOPY SALES INC.	2/2-3/1/19 COPIES KYOCERA M3550IDN	113689	04/12/19	30.00	1030
101-336-933.000	04/04/19	KOPY SALES INC.	KYOCERA M3550IDN 3/2-4/1/19	113945	04/22/19	30.45	1053
101-336-983.000	03/24/19	TEAM FINANCIAL GROUP INC.	KYOCERA 35011 05698, 4301210 CONTRA	6580	04/12/19	39.32	1037
101-336-983.000	04/24/19	TEAM FINANCIAL GROUP INC.	CONTRACT#400172291 KYOCERA 3501I;05	40003198 APR2420	05/09/19	39.32	1090
101-336-985.000	03/15/19	DALMATIAN FIRE EQUIPMENT INC	RIT BOTTLE	402566	04/10/19	723.94	47354
Total For Dept 336 FIRE						10,411.96	
Dept 441 PUBLIC WORKS							
101-441-721.000	02/18/19	CONTINENTAL LINEN SERVICE	DELIVERY FEE	2360847	04/17/19	7.67	47403
101-441-721.000	02/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL DPW	2360849	04/17/19	14.47	47403
101-441-721.000	03/25/19	CONTINENTAL LINEN SERVICE	DELIVERY FEE	2387154	04/17/19	7.67	47403
101-441-721.000	03/25/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL DPW	2387156	04/17/19	14.47	47403
101-441-721.000	04/01/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL DPW	2392453	04/17/19	7.67	47403
101-441-721.000	04/01/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL DPW	2392455	04/17/19	14.47	47403
101-441-721.000	04/08/19	CONTINENTAL LINEN SERVICE	DELIVERY FEE	2397857	04/17/19	7.67	47403
101-441-721.000	04/08/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL DPW	2397859	04/17/19	14.47	47403
101-441-721.000	03/31/19	SNYDER SHOE CORP	BOOTS - SZYMANSKI; LISTON	33316/33680	04/17/19	147.05	47429
101-441-721.000	04/15/19	CONTINENTAL LINEN SERVICE	UNIFORM DELIVERY	2403197	05/06/19	7.67	47463
101-441-721.000	04/15/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2403199	05/06/19	14.47	47463
101-441-723.000	04/16/19	DELTA DENTAL	5/1-5/31/19 RETIREES	04162019	04/22/19	44.84	47439
101-441-723.000	04/22/19	PRIORITY HEALTH	MAY RETIREES	05012019	04/22/19	404.58	47445
101-441-752.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	42.60	47381
101-441-752.000	07/01/18	FASTENAL COMPANY	VENDING GLOVES;TIES;RESPIRATORS	MIMAN126434	04/22/19	30.20	1048
101-441-752.000	03/26/19	FASTENAL COMPANY	VENDING MACHINE GLOVES	MIMAN136497	04/22/19	41.16	1048
101-441-752.000	04/03/19	FASTENAL COMPANY	RECIPROCATING SAW KIT	MIMAN136635	04/22/19	319.99	1048
101-441-752.000	11/28/18	FASTENAL COMPANY	WIRE ROPE SWAGE SLEEVE	MIMAN135022	04/22/19	18.41	1048
101-441-752.000	03/27/19	PRAXAIR DISTRIBUTION INC	NOZZLE,SHIELD - WELDING SUPPLIES	88457875	04/22/19	40.86	1057
101-441-752.000	03/29/19	PRAXAIR DISTRIBUTION INC	WIRE/MARKER/HAZARD MAT/SURCHARGE -	88501137	04/22/19	82.00	1057
101-441-752.000	03/22/19	PRAXAIR DISTRIBUTION INC	ACETYLENE CYLINDER RENTAL	88377981-2	04/22/19	22.40	1057
101-441-752.000	04/11/19	WAHR HARDWARE, INC.	SUPER GLUE - US 31 BRIDGE	C171237	04/22/19	15.49	1061
101-441-752.000	03/26/19	WAHR HARDWARE, INC.	WYNIL TUBE	B14666	04/22/19	3.54	1061
101-441-752.000	04/04/19	WAHR HARDWARE, INC.	MOP & GLO - MAPLE ST BRIDGE	B14905	04/22/19	20.37	1061
101-441-752.000	03/18/19	AUTO VALUE \ AUTO-WARES GROUP	BENCH GRINDER	256-1009182	04/17/19	151.29	47399
101-441-752.000	04/01/19	AUTO VALUE \ AUTO-WARES GROUP	RUBBER GLOVES - SHOP	256-1010397	04/17/19	15.89	47399
101-441-752.000	04/04/19	AUTO VALUE \ AUTO-WARES GROUP	HEAT GUN KIT - SHOP	256-1010692	04/17/19	45.29	47399
101-441-752.000	04/02/19	GILL-ROYS HARDWARE	GAS CAN	1904-972203	04/17/19	25.99	47407
101-441-752.000	04/08/19	HELPMET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	110.04	47411
101-441-770.000	04/06/19	BLARNEY CASTLE FLEET PROGRAM	BC177 3/6-4/5/19	04062019BC177	04/22/19	4,188.21	1042
101-441-801.000	07/31/18	COMPLIANCE INC	DPW GARAGE LUST	0049251	04/22/19	13,524.54	1045
101-441-850.000	04/12/19	CHARTER COMMUNICATIONS INC.	4/12-5/11/19 8245122090140088	0140088041219	04/22/19	40.58	47437

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Fund 101 GENERAL FUND							
Dept 441 PUBLIC WORKS							
101-441-900.000	03/31/19	THE PIONEER GROUP	3/1-3/31/19 41100167	41100167 MARCH 1	04/10/19	135.65	47380
101-441-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	58.32	1074
101-441-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	1,724.38	47352
101-441-921.000	04/05/19	DTE ENERGY	910021442272 3/7-4/3 DPW GARAGE	03/7-4/3DPWGARAGI	04/17/19	2,297.66	47404
101-441-930.000	04/12/19	BOB'S ROOFING COMPANY INC.	ROOF REPAIR 157 FORD ST	66492	05/06/19	250.00	47457
101-441-931.000	02/28/19	AIS CONSTRUCTION EQUIPMENT	254 SHIPPING FOR WINDSHIELD	T75591	04/10/19	701.24	47345
101-441-931.000	03/27/19	HERITAGE-CRYSTAL CLEAN, LLC	PICKUP USED OIL	15612995	04/22/19	50.00	1051
101-441-931.000	03/26/19	AUTO VALUE \ AUTO-WARES GROUP	ADAPTER/FEMALE PLUG - SHOP	256-1009957	04/17/19	8.08	47399
101-441-931.000	03/28/19	AUTO VALUE \ AUTO-WARES GROUP	#164 - BLADE	256-10140115	04/17/19	5.99	47399
101-441-931.000	04/05/19	AUTO VALUE \ AUTO-WARES GROUP	WHACKER WIPER BLADE	256-1010802	04/17/19	9.49	47399
101-441-931.000	03/28/19	FREEMAN CREEK EQUIPMENT INC	SYNTHETIC MIX/BAR & CHAIN OIL	9242	04/17/19	38.48	47406
101-441-931.000	03/29/19	FREEMAN CREEK EQUIPMENT INC	STIHL CLIP/WASHER/SPROCKET/RIM	9248	04/17/19	55.46	47406
101-441-931.000	04/11/19	MANISTEE TIRE SERVICE	SWEEPER #161 TIRE REPAIR	71498	04/17/19	20.00	47419
101-441-931.000	04/08/19	AUTO VALUE \ AUTO-WARES GROUP	CLEANER/OIL/SPARK PLUGS	256-1011025	05/06/19	37.54	47454
101-441-931.000	04/11/19	AUTO VALUE \ AUTO-WARES GROUP	GRILLS-PAINT	256-1011384	05/06/19	12.39	47454
101-441-931.000	04/12/19	AUTO VALUE \ AUTO-WARES GROUP	#167 QUICK LINKS/SPRINGHOOK	256-1011415	05/06/19	5.68	47454
101-441-931.000	04/02/19	GRAINGER	WELD-ON ANCHOR HOOK	9133760307	05/06/19	269.06	47470
101-441-932.000	03/26/19	BLARNEY CASTLE OIL CO.	55 GAL DRUM RETURN CREDIT	1086278-IN	04/10/19	(54.00)	47350
101-441-932.000	03/05/19	WEST MICHIGAN INTERNATIONAL LI	#134 COOLING SYS/RADIATOR/CAC	R102004486:02	04/22/19	253.11	1062
101-441-932.000	01/28/19	AUTO VALUE \ AUTO-WARES GROUP	#143 GASKET/GEAR OIL	256-1005457	04/17/19	10.21	47399
Total For Dept 441 PUBLIC WORKS						25,334.76	
Dept 701 PLANNING & ZONING							
101-701-723.000	04/22/19	PRIORITY HEALTH	MAY RETIREES	05012019	04/22/19	202.29	47445
101-701-933.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	14.99	47381
101-701-933.000	04/04/19	KOPY SALES INC.	KYOCERA TA4550CI 3/2-4/1/19	113948	04/12/19	76.30	1030
Total For Dept 701 PLANNING & ZONING						293.58	
Dept 751 PARKS & RECREATION							
101-751-723.000	04/16/19	DELTA DENTAL	5/1-5/31/19 RETIREES	04162019	04/22/19	22.42	47439
101-751-723.000	04/22/19	PRIORITY HEALTH	MAY RETIREES	05012019	04/22/19	202.29	47445
101-751-723.000	04/22/19	VISION SERVICE PLAN	300832660001 MAY 2019	05012019	04/22/19	6.35	47448
101-751-752.000	07/01/18	FASTENAL COMPANY	VENDING GLOVES;TIES;RESPIRATORS	MIMAN126434	04/22/19	30.19	1048
101-751-752.000	07/01/18	FASTENAL COMPANY	DISPOSAL GLOVES	MIMAN132456	04/22/19	10.15	1048
101-751-752.000	10/12/18	FASTENAL COMPANY	BATH TISSUE	MIMAN134436	04/22/19	38.35	1048
101-751-752.000	03/26/19	FASTENAL COMPANY	VENDING MACHINE GLOVES	MIMAN136497	04/22/19	41.17	1048
101-751-752.000	03/28/19	FASTENAL COMPANY	GLOVES/SOAP	MIMAN136553	04/22/19	232.55	1048
101-751-752.000	04/03/19	FASTENAL COMPANY	DISPOSABLE GLOVES	MIMAN136620	04/22/19	65.52	1048
101-751-752.000	04/04/19	FASTENAL COMPANY	CABLE TIES	MIMAN136652	04/22/19	20.98	1048
101-751-752.000	04/04/19	FASTENAL COMPANY	INDUSTRIAL LUBRICANT	MIMAN136656	04/22/19	8.67	1048
101-751-752.000	04/09/19	FASTENAL COMPANY	DISINFECTANT SPRAY	MIMAN136716	04/22/19	21.38	1048
101-751-752.000	04/02/19	JACKPINE BUSINESS CENTERS	PHONE CHARGER/CABLE	439676-0	04/17/19	28.98	47413
101-751-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	15.72	47411
101-751-752.000	04/15/19	WAHR HARDWARE, INC.	HEX SCREWS FOR BANNERS	B15161	05/09/19	13.69	1095
101-751-770.000	04/06/19	BLARNEY CASTLE FLEET PROGRAM	BC177 3/6-4/5/19	04062019BC177	04/22/19	440.86	1042
101-751-850.000	04/10/19	CHARTER COMMUNICATIONS INC.	4/10-5/9/19 8245122090138926 108 LA	0138926041019	04/22/19	39.99	47437
101-751-850.000	04/22/19	CHARTER COMMUNICATIONS INC.	4/22-5/21/19 8245122090139478 110 S	0139478042219	05/06/19	39.99	47460
101-751-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	516.99	1074
101-751-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	2,051.33	47352
101-751-921.000	04/05/19	DTE ENERGY	910021414172 3/7-4/3 TEEN CTR	3/7-4/3TEENCTR	04/17/19	96.97	47404
101-751-930.000	03/26/19	MUTT MITT	PARK SUPPLIES	270041	04/10/19	755.86	47376
101-751-930.000	03/22/19	C & W PORTABLES & SEPTIC	ARTHUR ST BOAT LAUNCH PORTABLE REST	128365	04/22/19	85.00	1043
101-751-930.000	03/22/19	C & W PORTABLES & SEPTIC	5TH AVE PIER PORTABLE RESTROOM	128366	04/22/19	85.00	1043

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Fund 101 GENERAL FUND							
Dept 751 PARKS & RECREATION							
101-751-930.000	03/28/19	CUSTOM SHEET METAL & HEATING	TEEN CENTER MAINT AGREEMENT	8779932	04/22/19	95.00	1046
101-751-930.000	03/27/19	FASTENAL COMPANY	WOODEN SIGN - SCREWS/BIT	MIMAN136535	04/22/19	30.59	1048
101-751-930.000	04/08/19	FASTENAL COMPANY	STEEL FOR GRILLS	MIMAN136705	04/22/19	15.00	1048
101-751-930.000	03/28/19	HARBOR STEEL & SUPPLY CORP.	STEEL FOR PARK GRILLS	04242670	04/22/19	25.00	1050
101-751-930.000	03/29/19	WAHR HARDWARE, INC.	FIBERGLASS/NAILS - 5TH AVE BATHHOUSE	B14760	04/22/19	12.97	1061
101-751-930.000	03/26/19	WAHR HARDWARE, INC.	WOOD STAIN/BRUSHES - BENCHES	C170239	04/22/19	26.02	1061
101-751-930.000	03/27/19	WAHR HARDWARE, INC.	DRILL BIT; BOLTS - SIGN REPAIR	C170316	04/22/19	13.27	1061
101-751-930.000	04/03/19	FAMILY FARM & HOME - MANISTEE	1ST STREET TENNIS COURTS 153' COATE	5043/H	04/17/19	136.17	47405
101-751-930.000	03/28/19	LINKE LUMBER COMPANY	WOODEN SIGN-ROOFING ROLL/DRIP EDGE/	10208576	04/17/19	70.70	47417
101-751-930.000	03/26/19	OLSON LUMBER COMPANY	REPAIR MARINA WOODEN SIGN	113119	04/17/19	124.31	47426
101-751-930.000	03/29/19	OLSON LUMBER COMPANY	DUFFY PARK COLUMN REPLACEMENT	113122	04/17/19	675.00	47426
101-751-930.000	04/11/19	C & W PORTABLES & SEPTIC	PORTABLE TOILET - RIETZ PARK	129270	05/09/19	85.00	1073
101-751-930.000	04/11/19	FASTENAL COMPANY	GRILLS-ROLLED STEEL	MIMAN136752	05/09/19	6.27	1078
101-751-930.000	04/11/19	AUTO VALUE \ AUTO-WARES GROUP	GRILLS-PAINT	256-1011375	05/06/19	24.78	47454
101-751-930.000	04/04/19	GILL-ROYS HARDWARE	FIRST ST BATH HOUSE-KEY	1904-977765	05/06/19	5.97	47467
101-751-930.000	04/15/19	GILL-ROYS HARDWARE	KEYS FOR PARK FACILITIES	1904-616894	05/06/19	5.97	47467
101-751-931.000	03/26/19	GRAND RENTAL STATION	AIR FILTER/SPARK PLUG	1-562105	04/17/19	9.38	47408
101-751-931.000	04/16/19	GRAND RENTAL STATION	BLUNT FOR LEAF BLOWER	1-562427	05/06/19	8.95	47471
Total For Dept 751 PARKS & RECREATION						6,240.75	
Total For Fund 101 GENERAL FUND						98,736.48	
Fund 202 MAJOR STREET FUND							
Dept 000							
202-000-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	80.98	1074
202-000-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	552.64	47352
202-000-921.000	04/05/19	DTE ENERGY	910021516935 3/7-4/3 MAPLE ST BRIDG	3/7-4/3MAPLEBRID	04/17/19	112.85	47404
Total For Dept 000						746.47	
Total For Fund 202 MAJOR STREET FUND						746.47	
Fund 226 CITY REFUSE FUND							
Dept 000							
226-000-202.000	04/05/19	SEGER, JAMES	UB REFUND FOR ACCOUNT: PINS-000614-	PINS-000614-0000	04/10/19	58.61	47387
226-000-202.000	04/05/19	SEGLUND, DAVE	UB REFUND FOR ACCOUNT: DAVS-000906-	DAVS-000906-0000	04/10/19	12.84	47388
226-000-202.000	04/09/19	BEHNER, NICHOLAS	UB REFUND FOR ACCOUNT: FIRS-000275-	FIRS-000275-000A	04/10/19	54.27	47349
226-000-202.000	04/12/19	CABOT, HILARY	UB REFUND FOR ACCOUNT: HANS-000122-	HANS-000122-0004	04/17/19	18.85	47400
226-000-202.000	04/12/19	CABOT, HILARY	UB REFUND FOR ACCOUNT: HANS-000122-	HANS-000122-0005	04/17/19	18.85	47400
226-000-202.000	04/12/19	JOHNSTON, JENNIFER	UB REFUND FOR ACCOUNT: BROH-000003-	BROH-000003-0000	04/17/19	8.32	47415
226-000-202.000	04/12/19	VONDRAS, L O	UB REFUND FOR ACCOUNT: MAGS-000005-	MAGS-000005-0000	04/17/19	5.50	47433
226-000-202.000	04/16/19	KNIEDL, MARIE	UB REFUND FOR ACCOUNT: SYCS-000310-	SYCS-000310-0001	04/17/19	3.28	47416
226-000-202.000	04/22/19	HANSON, STEVE	UB REFUND FOR ACCOUNT: SEVS-000296-	SEVS-000296-0000	04/22/19	5.51	47441
226-000-202.000	04/22/19	KREINBRINK, LAUREN	UB REFUND FOR ACCOUNT: OAKS-000810-	OAKS-000810-0000	04/22/19	33.10	47443
226-000-752.000	10/10/18	FASTENAL COMPANY	CAN LINERS	MIMAN134408	04/22/19	474.57	1048
226-000-826.000	03/31/19	REPUBLIC SERVICES #239	BASIC SERVICES	0239-002378925	04/17/19	32,847.58	47428
226-000-827.000	03/31/19	REPUBLIC SERVICES #239	DUMPSTERS DPW;FIRE;RAMS 30239000307	0239-002375514	04/17/19	297.11	47428
226-000-827.000	04/10/19	MANISTEE LANDFILL	TIPPING FEE REMOVAL OF BEACH FENCIN	331497	04/17/19	72.37	47418
226-000-827.000	04/10/19	MANISTEE LANDFILL	TIPPING FEE REMOVAL OF BEACH FENCIN	331496	04/17/19	100.29	47418
226-000-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	34.21	47352
Total For Dept 000						34,045.26	
Total For Fund 226 CITY REFUSE FUND						34,045.26	

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Fund 272 PEG COMMISSION							
Dept 000							
272-000-752.000	04/25/19	BARRY LIND	PEG EXPENSES 2018	2018BLIND	05/06/19	580.47	47456
272-000-801.000	04/18/19	RIGHT SIDE DESIGN LLC	PEG BRAND MGT PLAN/BLUEPRINT SERVIC	1116	05/06/19	500.00	47504
Total For Dept 000						1,080.47	
Total For Fund 272 PEG COMMISSION						1,080.47	
Fund 275 GRANT MANAGEMENT FUND							
Dept 902 OTHER GRANTS							
275-902-986.106	03/14/19	J & B MEDICAL SUPPLY	MONITOR BASE MOUNT M5	5271180	04/22/19	492.50	1052
Total For Dept 902 OTHER GRANTS						492.50	
Total For Fund 275 GRANT MANAGEMENT FUND						492.50	
Fund 501 BOAT LAUNCH FUND							
Dept 000							
501-000-004.000	04/22/19	PETTY CASH	BOAT LAUNCH COINS-2019 SEASON	04222019	04/22/19	950.00	47444
501-000-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	149.92	1074
501-000-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	304.17	47352
501-000-930.000	04/15/19	HARBOR STEEL & SUPPLY CORP.	TUBING FOR BOAT RAMPS	04243171	05/09/19	65.00	1080
Total For Dept 000						1,469.09	
Total For Fund 501 BOAT LAUNCH FUND						1,469.09	
Fund 592 WATER & SEWER UTILITY							
Dept 000							
592-000-202.000	04/05/19	POHL, ANNELIESE	UB REFUND FOR ACCOUNT: GRNS-001335-	GRNS-001335-0000	04/10/19	13.46	47382
592-000-202.000	04/05/19	SEGER, JAMES	UB REFUND FOR ACCOUNT: PINS-000614-	PINS-000614-0000	04/10/19	217.03	47387
592-000-202.000	04/05/19	SEGLUND, DAVE	UB REFUND FOR ACCOUNT: DAVS-000906-	DAVS-000906-0000	04/10/19	12.94	47388
592-000-202.000	04/09/19	BEHNER, NICHOLAS	UB REFUND FOR ACCOUNT: FIRS-000275-	FIRS-000275-000A	04/10/19	164.38	47349
592-000-202.000	04/12/19	305 5TH ST, LLC	UB REFUND FOR ACCOUNT: FIFS-000305-	FIFS-000305-0000	04/17/19	77.46	47397
592-000-202.000	04/12/19	CABOT, HILARY	UB REFUND FOR ACCOUNT: HANS-000122-	HANS-000122-0004	04/17/19	57.03	47400
592-000-202.000	04/12/19	CABOT, HILARY	UB REFUND FOR ACCOUNT: HANS-000122-	HANS-000122-0005	04/17/19	57.03	47400
592-000-202.000	04/12/19	CABOT, HILARY	UB REFUND FOR ACCOUNT: HANS-000122-	HANS-000122-0000	04/17/19	52.14	47401
592-000-202.000	04/12/19	JOHNSTON, JENNIFER	UB REFUND FOR ACCOUNT: BROH-000003-	BROH-000003-0000	04/17/19	25.18	47415
592-000-202.000	04/12/19	MILDRED SENGER TRUST	UB REFUND FOR ACCOUNT: FOUS-000395-	FOUS-000395-0000	04/17/19	49.80	47422
592-000-202.000	04/12/19	VONDRAS, L O	UB REFUND FOR ACCOUNT: MAGS-000005-	MAGS-000005-0000	04/17/19	16.66	47433
592-000-202.000	04/16/19	KNIEDL, MARIE	UB REFUND FOR ACCOUNT: SYCS-000310-	SYCS-000310-0001	04/17/19	6.10	47416
592-000-202.000	04/22/19	HANSON, STEVE	UB REFUND FOR ACCOUNT: SEVS-000296-	SEVS-000296-0000	04/22/19	16.65	47441
592-000-202.000	04/22/19	KREINBRINK, LAUREN	UB REFUND FOR ACCOUNT: OAKS-000810-	OAKS-000810-0000	04/22/19	245.13	47443
592-000-202.000	04/29/19	SECORD, DANIEL W.	UB REFUND FOR ACCOUNT: FOUS-000370-	FOUS-000370-0000	05/06/19	15.92	47506
Total For Dept 000						1,026.91	
Dept 541 ADMINISTRATION							
592-541-752.000	03/31/19	LORI HANSEN	OFFICE CLEANING 3/31/19	782346	04/17/19	75.00	47410
592-541-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	15.72	47411
592-541-752.000	04/14/19	LORI HANSEN	OFFICE CLEANING 4/14/19	782347	05/06/19	75.00	47473
592-541-850.000	04/19/19	VERIZON WIRELESS	442223949-00001 3/20-4/19/19	9828470199	05/06/19	200.05	47516
592-541-853.000	04/19/19	VERIZON WIRELESS	742077559-00001 3/20-4/19/19	9828493992	05/06/19	312.60	47516
Total For Dept 541 ADMINISTRATION						678.37	
Dept 542 WATER OPERATION							
592-542-721.000	02/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL-WATER	2360848	04/17/19	23.80	47403
592-542-721.000	03/25/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL WATER	2387155	04/17/19	23.80	47403
592-542-721.000	04/01/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL WATER	2392454	04/17/19	23.80	47403

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Fund 592 WATER & SEWER UTILITY							
Dept 542 WATER OPERATION							
592-542-721.000	04/08/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL WATER	2397858	04/17/19	23.80	47403
592-542-721.000	04/15/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2403198	05/06/19	23.80	47463
592-542-723.000	04/16/19	DELTA DENTAL	5/1-5/31/19 RETIREES	04162019	04/22/19	22.42	47439
592-542-723.000	04/22/19	PRIORITY HEALTH	MAY RETIREES	05012019	04/22/19	452.29	47445
592-542-723.000	04/22/19	VISION SERVICE PLAN	300832660001 MAY 2019	05012019	04/22/19	6.35	47448
592-542-752.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	21.19	47381
592-542-752.000	07/01/18	FASTENAL COMPANY	SPRAY PAINT VENDING	MIMAN124092	04/22/19	61.84	1048
592-542-752.000	07/01/18	FASTENAL COMPANY	VENDING GLOVES;TIES;RESPIRATORS	MIMAN126434	04/22/19	30.20	1048
592-542-752.000	03/26/19	FASTENAL COMPANY	VENDING MACHINE GLOVES	MIMAN136497	04/22/19	41.16	1048
592-542-752.000	03/29/19	GILL-ROYS HARDWARE	SINGLE CUT KEY (2)	1903-959579	04/17/19	3.98	47407
592-542-752.000	04/04/19	HACH COMPANY	LAB PILLOWS	11409948	04/17/19	328.00	47409
592-542-752.000	04/08/19	USA BLUE BOOK	SULFATE REAGENT - LAB	860664	04/17/19	90.68	47432
592-542-752.000	04/05/19	USA BLUE BOOK	PHOSPHATE FREE/HAC SAMPLE CELLS - L.	859294	04/17/19	237.31	47432
592-542-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	23.58	47411
592-542-752.000	04/01/19	USA BLUE BOOK	LAB SUPPLIES	853945	04/17/19	541.08	47432
592-542-770.000	04/06/19	BLARNEY CASTLE FLEET PROGRAM	BC177 3/6-4/5/19	04062019BC177	04/22/19	326.97	1042
592-542-801.000	03/21/19	SPICER GROUP INC	GENERAL ENGINEERING TASK 101 FEB 20	195331	04/22/19	500.00	1059
592-542-824.000	04/12/19	WAHR HARDWARE, INC.	FREIGHT FOR WATER SAMPLES	C171317	05/09/19	15.05	1095
592-542-824.000	03/18/19	STATE OF MICHIGAN - MDEQ	WATER ANALYSIS ID155177	761-10417636	05/06/19	448.00	47509
592-542-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	643.12	47352
592-542-930.000	03/22/19	RIETH-RILEY CONSTRUCTION CO.	GRAVEL 23 A LIMESTONE	8057116	04/22/19	159.36	1058
592-542-930.000	03/25/19	MICHIGAN PIPE & VALVE	HYDRANTS	T000113	04/22/19	3,560.00	1054
592-542-930.000	03/25/19	MICHIGAN PIPE & VALVE	HYDRANTS	T000114	04/22/19	3,560.00	1054
592-542-930.000	04/11/19	GALLOUP	WELL 8 PVC TUBING	S107865232.001	05/09/19	198.27	1079
592-542-931.000	03/25/19	USA BLUE BOOK	WELL EQUIPMENT	847422	04/10/19	1,542.94	47392
Total For Dept 542 WATER OPERATION						12,932.79	
Dept 543 SEWER - WWTP							
592-543-721.000	03/25/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2387165	04/10/19	12.57	47353
592-543-721.000	03/25/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2387166	04/10/19	28.78	47353
592-543-721.000	03/18/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2381719	04/10/19	12.57	47353
592-543-721.000	03/18/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2381720	04/10/19	28.78	47353
592-543-721.000	02/18/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING WWTP	2360859	04/17/19	12.57	47403
592-543-721.000	04/01/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING WWTP	2392465	04/17/19	12.57	47403
592-543-721.000	04/01/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING WASTEWATER	2392466	04/17/19	28.78	47403
592-543-721.000	04/08/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2397869	05/06/19	12.57	47463
592-543-721.000	04/08/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2397870	05/06/19	28.78	47463
592-543-723.000	04/16/19	DELTA DENTAL	5/1-5/31/19 RETIREES	04162019	04/22/19	(22.42)	47439
592-543-723.000	04/22/19	PRIORITY HEALTH	MAY RETIREES	05012019	04/22/19	(452.29)	47445
592-543-752.000	03/25/19	FASTENAL COMPANY	SAFETY GLASSES/GLOVES	MIMAN136491	04/12/19	31.04	1026
592-543-752.000	03/22/19	PRAAIR DISTRIBUTION INC	GRINDER CUT OFF WHEEL	88388866	04/12/19	23.11	1034
592-543-752.000	03/19/19	WAHR HARDWARE, INC.	3/8" & 1/2" GAL PLUGS	B14516	04/12/19	3.38	1040
592-543-752.000	03/19/19	WAHR HARDWARE, INC.	1/2" TUBE	B14517	04/12/19	1.18	1040
592-543-752.000	03/25/19	WAHR HARDWARE, INC.	WIRE MESH/STEEL BAR	C170166	04/12/19	17.39	1040
592-543-752.000	03/21/19	AUTO VALUE \ AUTO-WARES GROUP	11 OZ BLASTER - WWTP	256-1009524	04/10/19	4.69	47348
592-543-752.000	04/01/19	SPARTANNASH	MARCH PURCHASES CUST#018957	018957-04012019	04/12/19	63.58	1035
592-543-752.000	04/02/19	GILL-ROYS HARDWARE	RETURN CREDIT	1904-972430	04/10/19	(4.18)	47358
592-543-752.000	03/29/19	ABSOLUTE SAFETY	GAS MONITOR CALIBRATION	WWTP290319	04/17/19	220.00	47398
592-543-752.000	04/02/19	GILL-ROYS HARDWARE	SWITCH/WIRE/BOX	1904-971197	04/17/19	13.29	47407
592-543-752.000	03/19/19	GILL-ROYS HARDWARE	TRASH BAGS/BRASS CAPS	1903-928549	04/17/19	46.13	47407
592-543-752.000	03/19/19	GILL-ROYS HARDWARE	BRUSH/SOLDER	1903-929572	04/17/19	22.98	47407
592-543-752.000	03/22/19	NCL OF WISCONSIN, INC.	HOT PLATE	420804	04/17/19	452.04	47424
592-543-752.000	04/08/19	HELPNET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	23.58	47411

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Fund 592 WATER & SEWER UTILITY							
Dept 543 SEWER - WWTP							
592-543-752.000	04/05/19	WAHR HARDWARE, INC.	AIR FILTER	C170859	05/09/19	15.18	1095
592-543-752.000	04/10/19	WAHR HARDWARE, INC.	3/4" COPPER UNION'='	C171216	05/09/19	9.99	1095
592-543-752.000	04/10/19	WAHR HARDWARE, INC.	MERCURY SAMPLES FREIGHT	C171215	05/09/19	14.52	1095
592-543-752.000	04/03/19	ABSOLUTE SAFETY	SAFETY MTG PRESENTATION 3/19/19	WWTPDWP416	05/06/19	346.30	47451
592-543-752.000	04/09/19	AUTO VALUE \ AUTO-WARES GROUP	FEEELER GAGE	256-1011128	05/06/19	8.89	47454
592-543-752.000	04/02/19	FAMILY FARM & HOME - MANISTEE	PIONEER PUMP SUPPORT JACK	005042/H	05/06/19	60.98	47466
592-543-752.000	04/10/19	GILL-ROYS HARDWARE	WATER FILTER, VALVE & ADAPTER	1904-601706	05/06/19	59.56	47467
592-543-752.000	03/31/19	REPUBLIC SERVICES #239	3-0239-0002907 WWTP MARCH	0239-002375492	05/06/19	165.19	47503
592-543-770.000	04/06/19	BLARNEY CASTLE FLEET PROGRAM	BC177 3/6-4/5/19	04062019BC177	04/22/19	219.53	1042
592-543-801.000	03/21/19	SPICER GROUP INC	TASK 053 WWTP PRIMARY SLUDGE PUMP R	195327	04/22/19	178.00	1059
592-543-801.000	03/21/19	SPICER GROUP INC	GENERAL ENGINEERING TASK 101 FEB 20	195331	04/22/19	500.00	1059
592-543-913.000	03/29/19	PNC BANK	8866 CREDIT CARD	8866 03292019	04/10/19	445.20	47381
592-543-913.000	03/28/19	MWEA	MATH CLASS NO. 1 BRIAN MOORE 4/16/1	E24223	04/17/19	135.00	47423
592-543-913.000	03/28/19	MWEA	MATH CLASS NO. 2 BRIAN MOORE 4/23/1	E24224	04/17/19	135.00	47423
592-543-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	2,229.35	47352
592-543-921.000	04/05/19	DTE ENERGY	910021459136 3/7-4/3 WWTP	3/7-4/3WWTP	04/17/19	1,425.98	47404
592-543-930.000	04/09/19	GALLOUP	FIBERGLASS PIPE INSULATION	S107812535.002	05/09/19	42.17	1079
592-543-931.000	03/28/19	GALLOUP	PIPE INSULATION/TAPE	S107812535.001	04/22/19	45.41	1049
592-543-931.000	04/16/19	AUTO VALUE \ AUTO-WARES GROUP	CREDIT FOR RETURN OF CORE	256-1011715	04/17/19	(18.00)	47399
592-543-931.000	04/10/19	CUSTOM SHEET METAL & HEATING	DIGESTER BLDG BOILER REPAIR	8822424	05/09/19	337.99	1075
592-543-931.000	04/05/19	GALLOUP	VALVE	S107847697.001	05/09/19	38.31	1079
592-543-931.000	04/15/19	AUTO VALUE \ AUTO-WARES GROUP	BATTERY FOR TRASH PUMP	256-1011664	05/06/19	95.39	47454
592-543-931.000	04/05/19	GRAINGER	CONTRACTOR COIL	9138151593	05/06/19	173.22	47470
592-543-931.000	01/18/19	REBUILD-IT SERVICES GROUP	LATE FEE FINANCE CHARGE	00050576	05/06/19	33.19	47502
592-543-932.000	03/05/19	AUTO VALUE \ AUTO-WARES GROUP	TURN SIGNAL	256-1008231Q	04/10/19	6.97	47348
592-543-932.000	03/20/19	AUTO VALUE \ AUTO-WARES GROUP	BRAKE PADS/ROTORS #100	256-1009423	04/10/19	164.57	47348
592-543-932.000	12/27/18	MANISTEE FORD INC	HOSE CONNECTIONS TRUCK 100	85165	04/10/19	201.55	47371
592-543-932.000	03/11/19	MANISTEE CHEVROLET	TRUCK 130 BRAKE REPAIRS	117510	04/10/19	106.00	47370
592-543-933.000	02/07/19	KOPY SALES INC.	1/2-2/1/19 COPIES KYOCERA TA3050 CI	113027	04/12/19	80.70	1030
592-543-933.000	03/08/19	KOPY SALES INC.	2/2/-3/1/19 COPIES KYOCERA TA3050CI	113693	04/12/19	63.80	1030
592-543-933.000	04/04/19	KOPY SALES INC.	KYOCERA TA3050CI 3/2-4/1/19	113949	04/22/19	120.23	1053
Total For Dept 543 SEWER - WWTP						8,061.64	
Dept 544 SEWER COLLECTION (STREETS)							
592-544-721.000	02/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL COLLECTIONS	2360850	04/17/19	14.47	47403
592-544-721.000	03/25/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL COLLECTIONS	2387157	04/17/19	14.47	47403
592-544-721.000	04/01/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL COLLECTIONS	2392456	04/17/19	14.47	47403
592-544-721.000	04/08/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL COLLECTIONS	2397860	04/17/19	14.47	47403
592-544-721.000	03/31/19	SNYDER SHOE CORP	BOOTS - SZYMANSKI; LISTON	33316/33680	04/17/19	131.75	47429
592-544-721.000	04/15/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2403200	05/06/19	14.47	47463
592-544-752.000	07/01/18	FASTENAL COMPANY	VENDING GLOVES;TIES;RESPIRATORS	MIMAN126434	04/22/19	30.19	1048
592-544-752.000	03/26/19	FASTENAL COMPANY	VENDING MACHINE GLOVES	MIMAN136497	04/22/19	41.16	1048
592-544-752.000	04/08/19	HELPMET	APR-JUNE 2019 EE ASSISTANCE PROGRAM	24337	04/17/19	15.72	47411
592-544-932.000	04/11/19	AUTO VALUE \ AUTO-WARES GROUP	#125 WIPER BLADES	256-1011377	05/06/19	31.98	47454
Total For Dept 544 SEWER COLLECTION (STREETS)						323.15	
Dept 902 OTHER GRANTS							
592-902-947.001	03/21/19	SPICER GROUP INC	PILOT GRANT TASK 065 FEB 2019	195328	04/22/19	18,951.00	1059
Total For Dept 902 OTHER GRANTS						18,951.00	
Dept 905 DEBT SERVICE							
592-905-992.015	04/02/19	BANK OF NEW YORK MELLON TRUST	MANIST15 W/S REV BONDS	04022019 2	05/06/19	43,375.00	47455
592-905-992.016	04/02/19	BANK OF NEW YORK MELLON TRUST	MANIST17 SOM WS REV/REFUND BONDS	04022019	05/06/19	44,736.00	47455

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 592 WATER & SEWER UTILITY							
Dept 905 DEBT SERVICE							
						88,111.00	
Total For Dept 905 DEBT SERVICE							
						130,084.86	
Total For Fund 592 WATER & SEWER UTILITY							
Fund 594 MARINA FUND							
Dept 000							
594-000-255.000	04/03/19	RENEE TORRES	REFUND OF MARINA DEPOSIT	04032019	04/10/19	100.00	47385
594-000-255.000	03/18/19	IRMA KAMINSKI	REFUND OF MARINA SECURITY DEPOSIT	03182019	04/17/19	100.00	47412
594-000-752.000	04/04/19	WAHR HARDWARE, INC.	KEY TO THE KIOSK FOR ED BRADFORD	C170793	04/12/19	2.09	1040
594-000-752.000	04/12/19	WAHR HARDWARE, INC.	KIOSK KEY FOR TIM KOZAL	C171325	04/22/19	2.09	1061
594-000-918.000	04/25/19	CITY OF MANISTEE WATER &	3/16-4/18/19 WATER USAGE	04252019	05/09/19	144.60	1074
594-000-920.000	04/04/19	CONSUMERS ENERGY	ELECTRIC - MARCH	MARCH 2019	04/10/19	398.40	47352
594-000-921.000	04/05/19	DTE ENERGY	910021458757 3/7-4/3 MARINA	3/7-4/3MARINA	04/17/19	360.46	47404
594-000-930.000	02/14/19	CUSTOM SHEET METAL & HEATING	HEAT REPAIRS/VALVES	8649364	04/12/19	729.71	1024
594-000-930.000	04/22/19	WAHR HARDWARE, INC.	PAIN/BRUSH FOR FLAG POLE	C171928	05/09/19	16.38	1095
594-000-931.000	11/02/18	INDUSTRIAL COVERT UNLIMITED LI	MARINA REPLACE DVR/CAMERAS	ICU-110218BH	04/10/19	648.20	47365
594-000-935.000	04/24/19	MEADOWBROOK INC	POLICY #STP126646 6/27/19-6/27/20	862	05/06/19	1,067.83	47484
						3,569.76	
Total For Dept 000							
						3,569.76	
Total For Fund 594 MARINA FUND							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			98,736.48	
			Fund 202 MAJOR STREET FUND			746.47	
			Fund 226 CITY REFUSE FUND			34,045.26	
			Fund 272 PEG COMMISSION			1,080.47	
			Fund 275 GRANT MANAGEMENT FUND			492.50	
			Fund 501 BOAT LAUNCH FUND			1,469.09	
			Fund 592 WATER & SEWER UTILITY			130,084.86	
			Fund 594 MARINA FUND			3,569.76	
			Total For All Funds:			<hr/> 270,224.89	

ORDINANCE 19-14

AN ORDINANCE TO AMEND CHAPTER 867 OF THE CITY OF MANISTEE CODE OF ORDINANCES BY DEFINING CERTAIN WORDS AND PHRASES; TO AUTHORIZE CERTAIN MARIHUANA ESTABLISHMENTS WITHIN THE BOUNDARIES OF THE CITY OF MANISTEE PURSUANT TO INITIATED LAW 1 OF 2018, MCL 333.27951 *ET SEQ.*; TO PROVIDE PENALTIES FOR VIOLATION OF THIS ORDINANCE; TO PROVIDE FOR SEVERABILITY; TO REPEAL ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; AND TO PROVIDE AN EFFECTIVE DATE.

THE CITY OF MANISTEE ORDAINS:

Section 1. Code Amendment

Chapter 867 – Recreational Marihuana of the City of Manistee Codified Ordinances is hereby added to read in its entirety as follows:

**Chapter 867
Recreational Marihuana**

867.01	Definitions	867.09	Minimum Operational Standards for Marihuana Microbusiness Establishments
867.02	Authorization of Marihuana Establishments and Fee	867.10	Minimum Operational Standards for Marihuana Retailers
867.03	Requirements and Procedure for Issuing Municipal License	867.11	Location of Grower Establishment, Safety Compliance Establishment, Processor Establishment, and Secure Transport Establishment
867.04	Minimum Operational Standards for All Marihuana Establishments within the City of Manistee	867.12	Denial and Revocation
867.05	Minimum Operational Standards for Marihuana Grower Establishments	867.13	License Renewal
867.06	Minimum Operational Standards for Safety Compliance Establishments	867.14	Unlawful Activities

867.07	Minimum Operational Standards for Marihuana Processor Establishments	867.15	Applicability
867.08	Minimum Operational Standards for Secure Transporter Establishments	867.16	Penalties and Enforcement
		867.17	Severability

CROSS REFERENCES			
Michigan Regulation and Taxation of Marihuana Act, MCL 333.27951 et seq.			
Medical Marihuana Facilities - Chapter 866			
Penalty, Municipal Civil Infractions – Chapter 203			

867.01 DEFINITIONS

- A. Words and phrases used herein shall have the definitions as provided for in Initiated Law 1 of 2018, MCL 333.27953 (hereafter, the “Act”) as the same may be amended from time to time, which words and phrases are incorporated herein by reference.
- B. “City Council” shall mean the City of Manistee Council.
- C. “City Clerk” shall mean the City of Manistee Clerk.
- D. “LARA” shall mean the Michigan Department of Licensing and Regulatory Affairs.
- E. “Person” shall mean an individual, corporation, limited liability company, partnership of any type, trust or other legal entity.
- F. “Stakeholder” shall mean and shareholder of a corporation, partner in a partnership, member of a limited liability company or individual of a sole proprietorship.
- G. “Zoning Ordinance” shall mean the City of Manistee Zoning Ordinance.

867.02. AUTHORIZATION OF MARIHUANA ESTABLISHMENTS AND FEE

- A. The City hereby authorizes, subject to the issuance of a municipal license by the City Clerk, the following marihuana establishments within the boundaries of the City, as are authorized pursuant to section 6.1. of the Act. The establishments authorized pursuant to this Chapter are relating to the Act and are not Marihuana Facilities that may be authorized pursuant to the Medical Marihuana Facilities Licensing Act, MCL 333.27101 et seq. and Chapter 866 of the City of Manistee Codified Ordinances.

- B. The marihuana establishments and the number authorized pursuant to this Ordinance are:

<u>Type of Establishment</u>	<u>Number Authorized</u>
Marihuana Grower	12
Marihuana Processor	12
Marihuana Microbusiness	3
Marihuana Retailer	3
Marihuana Safety Compliance Establishment	2
Marihuana Secure Transporter	2

- C. A nonrefundable municipal license application fee shall be paid by each marihuana establishment applying to be licensed under this ordinance in the amount of \$5,000.00. The municipal license fee is in addition to any other fees required, including, but not limited to, zoning fees.
- D. Should the City grant a marihuana establishment a municipal license, the municipal license application fee shall be considered as the fee imposed for the first year the license is granted. Prior to the expiration of the first year of the license, and as provided in this Ordinance in Section 866.12, the licensee may apply for an extension/renewal of the municipal license for an additional one year period at a nonrefundable fee of not more than \$5,000 as set by resolution of the City Council to defray the administrative and enforcement costs of the City associated with the operation of the licensed marihuana establishment.

867.03 REQUIREMENTS AND PROCEDURE FOR ISSUING MUNICIPAL LICENSE

- A. No person shall operate a marihuana establishment in the City without a valid municipal license issued by the City pursuant to the provisions of this ordinance.
- B. No person shall be issued a municipal license by the City without first having obtained from the City of Manistee Planning Commission a Special Use Permit authorizing the operation of the establishment pursuant to the City of Manistee Zoning Ordinance.
- C. No person who is employed by the City, acts as a consultant for the City or acts as an advisor to the City, and is involved in the implementation, administration or enforcement of this Ordinance shall have an interest, directly or indirectly, in a Marihuana Establishment.

- D. Every applicant for a municipal license to operate a marihuana establishment shall file an application in the City Clerk's office upon a form provided by the City. The application shall include:
1. The appropriate nonrefundable municipal license application fee in the amount determined by the City;
 2. If the applicant is an individual, the applicant's name; date of birth; Social Security number; physical address, including residential and any business address; copy of government-issued photo identification; email address; one or more phone numbers, including emergency contact information;
 3. If the applicant is not an individual, the names; dates of birth; physical addresses, including residential and any business address; copy of government-issued photo identifications; email address; and one or more phone numbers of each Stakeholder of the applicant, including designation of the highest ranking representative as an emergency contact person; contact information for the emergency contact person; articles of incorporation or organization; assumed name registration; Internal Revenue Service EIN confirmation letter; copy of the operating agreement of the applicant, if a limited liability company; copy of the partnership agreement, if a partnership; names and addresses of the beneficiaries, if a trust, or a copy of the bylaws or shareholder agreement, if a corporation;
 4. The name and address of the proposed marihuana establishment;
 5. A copy of the Special Use Permit issued by the City of Manistee Planning Commission;
 6. A location area map of the marihuana establishment and surrounding area that identifies the relative locations and the distances (closest property line to the subject marihuana establishment's building) to the closest real property comprising a public or private elementary, vocational or secondary school;
 7. A signed acknowledgment that the applicant is aware and understands that all matters related to marihuana growing, cultivation, possession, testing, safety compliance and transporting, are currently subject to state and federal laws, rules and regulations, and that the approval or granting of a license hereunder does not exonerate or exculpate the applicant from abiding by the provisions and requirements and penalties associated with those laws, rules, and regulations, or exposure to any penalties associated therewith; and further, the applicant waives and forever releases any claim, demand, action, legal redress, or recourse against the City, its elected and appointed officials, and its employees and agents for any claims, damages, liabilities, causes of action, damages, or attorney fees that the applicant may incur as a result of the violation by the applicant, its Stakeholders and agents of those laws, rules, and regulations; and

8. Any other information which may be required by the City Clerk.
- E. Upon an applicant's completion of the above-described form and furnishing of all required information and documentation, the City Clerk shall file the same and assign it a sequential application number by establishment type based on the date and time of acceptance. The City Clerk shall act to approve or deny an application not later than twenty-one (21) days from the date the completed application is filed. If approved, the City Clerk shall issue the applicant a provisional License and subsequently a final license after issuance by the state of Michigan of an operating license. If the application is denied, the City Clerk shall issue a written notice of denial to the Applicant and mail the same by first class mail to the address for the Applicant provided in the application.
- F. Should the City Clerk deny an application, the Applicant shall have fourteen (14) days from the mailing of the denial to appeal the denial to the City Manager by filing a notice of appeal with the City Manager's Office. The City Manager may require additional information or Act upon the appeal based upon the information supplied to the City Clerk. Should the City Manager reverse the decision of the City Clerk, the City Clerk shall issue a provisional license. Should the City Manager affirm the decision of the City Clerk, the City Manager shall mail a written notice affirming the decision by first class mail to the address for the Applicant provided in the application.
- G. The Applicant shall have fourteen (14) days from the mailing of a decision by the City Manager affirming the decision of the City Clerk to appeal to the City Council. To appeal the decision of the City Manager the Applicant must file a notice of appeal with the City Clerk. City Council shall hear the appeal at its next regular meeting, but not sooner than 7 days from the receipt of the appeal.
- H. Maintaining a valid license issued by the state is a condition for the maintenance of a license under this ordinance and continued operation of a marijuana establishment. A provisional license does not authorize operations until a final license is issued, which will only occur upon issuance of the appropriate license by the state of Michigan and the issuance of a Certificate of Occupancy.
- I. A License issued under this ordinance is not transferable without the prior approval of the City under the same terms and conditions required for the initial issuance of a license under this Ordinance.
- J. The Act in Section 9. 4. (MCL 333.27959 4.) requires that the City establish a competitive process to select applicants who are best suited to operate in compliance with the Act and this Ordinance, when more than one applicant has applied for a single available license. Pursuant to this requirement the City requires that applicants:

1. An estimate of the number and type of jobs that the marihuana establishment is expected to create and the amount and type of compensation expected to be paid for such jobs;
2. A business plan which contains, but is not limited to, the following:
 - i. The applicant's experience in operating other similarly permitted or licensed businesses and the applicant's general business management experience;
 - ii. The proposed ownership structure of the establishment, including percentage ownership of each person or entity;
 - iii. A current organizational chart that includes position descriptions and the names of each person holding each position;
 - iv. Planned tangible capital investment in the City, including if multiple permits are proposed, an explanation of the economic benefits to the City and job creation, if any, to be achieved through the award of such multiple permits, with supporting factual data;
 - v. Expected job creation from the proposed marihuana establishment(s);
 - vi. If a Marihuana Grower Establishment is proposed, the number of plants anticipated
 - vii. Financial structure and financing of the proposed marihuana establishment(s); and;
 - viii. Community outreach/education plans and strategies.
3. A written description of the training and education that the Applicant will provide to all employees, including planned continuing education for existing employees. Further, a written description of the method(s) for record retention of all training provided to existing and former employees;
4. A location area map of the marihuana facility and surrounding area that identifies the relative locations and the distances (closest property line to the subject marihuana facility's building) to the closest real property comprising a public or private elementary, vocational or secondary school; and church or religious institution, if recognized as a tax-exempt entity by the City Assessor's Office; and
5. A facility sanitation plan to protect against any marihuana being ingested by any person or animal, indicating how the waste will be stored and disposed of, and

how any marihuana will be rendered unusable upon disposal. Disposal by on-site burning or introduction into the sewerage system is prohibited.

867.04 MINIMUM OPERATIONAL STANDARDS FOR ALL MARIHUANA ESTABLISHMENTS WITHIN THE CITY OF MANISTEE

The following minimum standards shall apply to all Marihuana Establishments within the City:

- A. Marihuana Establishments shall comply at all times and in all circumstances with the Act, and applicable Michigan law, and the general rules of the Department of Licensing and Regulatory Affairs, as they may be amended from time to time. It is the responsibility of the owner to be aware of changes in the Act. The City bears no responsibility for failure of the owner to be unaware of changes in the Act;
- B. Consumption and/or use of marihuana shall be prohibited at the establishment;
- C. The establishment shall be open, during regular business hours, to any representative of LARA, state police officer, or City of Manistee Police Officer, and said individual(s) may enter the premises, offices, Establishments, or other places of business of a Licensee, for the following purposes:
 - 1. To inspect and examine all premises of Marihuana Establishments;
 - 2. To inspect, examine, and audit relevant records of the Licensee and, if the Licensee or any employee fails to cooperate with an investigation, impound, seize, assume physical control of, or summarily remove from the premises all books, ledgers, documents, writings, photocopies, correspondence, records, and videotapes, including electronically stored records, money receptacles, or equipment in which the records are stored; and
 - 3. To investigate alleged violations of the Act, this ordinance and applicable Michigan law.
- D. The marihuana establishment shall be continuously monitored with a surveillance system that includes security cameras. The video recordings shall be maintained in a secure, off- site location for a period of fourteen (14) days and be available upon request of the City of Manistee Police Department. The storage establishment shall not be used for any other commercial purpose.
- E. The marihuana establishment shall secure every entrance to the establishment and only permit those individuals described in this Ordinance or the Act access to the premises.

- F. The marihuana establishment shall be maintained and operated so as to comply with all state and local rules, regulations and ordinances. All Marihuana Establishments shall comply with applicable requirements of the Zoning Ordinance, including obtaining and maintaining a Special Use License.
- G. All marihuana shall be contained within an enclosed, secure area;
- H. All necessary building, electrical, plumbing and mechanical permits shall be obtained for any portion of the structure in which electrical wiring, lighting and/or watering devices that support the Grower, growing or harvesting of marihuana are located;
- I. All persons working in direct contact with marihuana shall conform to acceptable hygienic practices while on duty, including, but not limited to:
 - 1. Maintaining adequate personal cleanliness;
 - 2. Washing hands thoroughly in adequate hand-washing areas before starting work and at any other time when their hands may have become soiled or contaminated; and
 - 3. Refraining from having direct contact with marihuana if the person has or may have an illness, open lesion, including boils, sores or infected wounds, or any other abnormal source of microbial contamination, until the condition is corrected.
- J. Litter and waste shall be properly removed and the operating systems for waste disposal shall be maintained in an adequate manner so that they do not constitute a source of contamination.
- K. Floors, walls and ceilings shall be constructed in such a manner that they may be adequately cleaned and kept clean and in good repair;
- L. There shall be adequate screening or other protection against the entry of pests. Rubbish shall be disposed of so as to minimize the development of odor and minimize the potential for the waste development of odor and minimize the potential for waste becoming an attractant, harborage or breeding place for pests;
- M. All building fixtures and other Establishments shall be maintained in a sanitary condition;
- N. Odor from operations shall be controlled as provided in the Zoning Ordinance and as may be required under the Special Use License issued to the Licensee.

867.05 MINIMUM OPERATIONAL STANDARDS FOR MARIHUANA GROWER ESTABLISHMENTS

The following minimum standards for Grower Establishments shall apply:

- A. Grower Establishments shall maintain a log book and/or database indicating the number of Marihuana Plants therein;
- B. A Stakeholder in a Grower Establishment shall not hold an ownership interest, directly or indirectly, in more than five (5) Marihuana Grower Establishments.
- C. The establishment shall be subject to inspection by the City of Manistee Fire Department to insure compliance with all applicable statutes, codes and ordinances; and
- D. Multiple Grower Establishment Licenses in a single location shall be permitted, subject to approval of the same by the City Clerk.

867.06 MINIMUM OPERATIONAL STANDARDS FOR SAFETY COMPLIANCE ESTABLISHMENTS

The following minimum standards for Safety Compliance Establishments shall apply:

- A. Safety Compliance Establishments shall maintain a log book and/or database which complies with the Act or applicable Michigan law; and
- B. There shall be no other accessory uses permitted within the same establishment other than those associated with testing marihuana.
- C. A Stakeholder in a Safety Compliance Establishment shall not hold an ownership interest, directly or indirectly, in a Grower, Processor, Retailer or Microbusiness Establishment.

867.07 MINIMUM OPERATIONAL STANDARDS OF MARIHUANA PROCESSOR ESTABLISHMENTS

The following minimum standards for Processor Establishments shall apply:

- A. All Activity related to the Processor Establishment shall occur indoors;
- B. Processor Establishments shall maintain a log book and/or database which complies with the Act or other applicable state laws;
- C. All marihuana shall be tagged as required by the Act or applicable state laws;

- D. That structure shall be subject to inspection at any time by the City of Manistee Fire Department to insure compliance with all applicable statutes, codes and ordinances; and
- E. Processor Establishments shall produce no products other than useable marihuana intended for human consumption.

867.08 MINIMUM OPERATIONAL STANDARDS FOR SECURE TRANSPORTER ESTABLISHMENTS

The following minimum standards for Secure Transporter Establishments shall apply:

- A. Secure Transporters and each Secure Transporter Stakeholder shall not hold an ownership interest, directly or indirectly, in a Grower, Processor, Retailer or Microbusiness Establishment.
- B. A Secure Transporter shall enter all transactions, current inventory, and other information as required by the state into the statewide monitoring system.
- C. A Secure Transporter shall comply with all of the following:
 - 1. Each driver transporting marihuana shall have a chauffeur's license issued by the state.
 - 2. Each employee who has custody of marihuana or money that is related to a marihuana transaction shall not have been convicted of delivery of a controlled substance.
 - 3. Each vehicle shall be operated with a two-person crew with at least one individual remaining with the vehicle at all times during the transportation of marihuana.
 - 4. The marihuana shall be transported by one or more sealed containers and shall not be accessible while in transit.
 - 5. A secure transporting vehicle shall not bear markings or other indication that it is carrying marihuana or a marihuana infused product.
- D. A vehicle used by a Secure Transporter is subject to administrative inspection by a law enforcement officer at any point during the transportation of marihuana to determine compliance with all state and local laws, rules, regulations and ordinances.

867.09 MINIMUM OPERATIONAL STANDARDS FOR MARIHUANA MICROBUSINESS ESTABLISHMENTS

The following minimum standards for Marihuana Microbusiness Establishments shall apply:

- A. A Stakeholder in a Microbusiness Establishment shall not hold an ownership interest, directly or indirectly, in a Grower, Processor, Retailer, Safety Compliance, or Secure Transporter Establishment.
- B. A Stakeholder in a Microbusiness Establishment shall not hold an ownership interest, directly or indirectly, in another Microbusiness Establishment.

867.10 MINIMUM OPERATIONAL STANDARDS FOR MARIHUANA RETAILERS

The following minimum standards for Marihuana Retailers shall apply:

- A. Marihuana Retailers shall not sell edible marihuana-infused candy in shapes or packages that are attractive to children or that are easily confused with commercially sold candy that does not contain marihuana.
- B. Marihuana Retailers shall not sell or otherwise transfer marihuana that is not contained in an opaque, resealable, child-resistant package designed to be significantly difficult for children under 5 years of age to open and not difficult for normal adults to use properly as defined by 16 C.F.R. 1700.20 (1995), unless the marihuana is transferred for consumption on the premises where sold.
- C. Marihuana Retailers and their agents shall ensure that all purchasers of marihuana are over 21 years of age.

867.11 LOCATION OF GROWER ESTABLISHMENT, SAFETY COMPLIANCE ESTABLISHMENT, PROCESSOR ESTABLISHMENT, AND SECURE TRANSPORTER ESTABLISHMENT

- A. All Grower Establishments, Safety Compliance Establishments, Processor Establishments, Microbusiness Establishments and Secure Transporter Establishments shall only operate and be located within the permitted areas as provided for in the Zoning Ordinance.
- B. Multiple Establishment Licenses at a single location shall be permitted subject to the review and approval by the City Clerk and subject to the requirements of the state of Michigan.

867.12 DENIAL AND REVOCATION

- A. A License issued under this Ordinance may be revoked after an administrative hearing at which the City Clerk determines that grounds for revocation under this Ordinance exist. Notice of the time and place of the hearing and the grounds for revocation must be given to the holder of a License at least five days prior to the date of the hearing, by first class mail to the address given on the license application; a licensee whose license is the subject of such hearing may present evidence and/or call witnesses at the hearing;
- B. A License applied for or issued under this Ordinance may be denied or revoked on any of the following basis:
1. Any violation of this Ordinance;
 2. Any conviction of delivery of a controlled substance to a minor;
 3. City Clerk finding of fraud, misrepresentation or the making of a false statement by the Applicant or any stakeholder of the Applicant while engaging in any Activity for which this Ordinance requires a License or in connection with the Application for a License or request to renew a License;
 4. Sufficient evidence that the Licensee lacks, or has failed to demonstrate, the requisite professionalism and/or business experience required to assure strict adherence to this ordinance, and the rules and regulations governing the Act;
 5. The License holder or any of its Stakeholders is in default to the City personally or in connection with any business in which they hold an ownership interest, for failure to pay property taxes, special assessments, fines, fees or other financial obligation;
 6. The marihuana establishment is determined by the City to have become a public nuisance; or
 7. LARA has denied, revoked or suspended the applicant's state operating license.
- C. Should the City Clerk revoke a License, the Licensee shall have fourteen (14) days from the mailing of the written notice of revocation to appeal the decision to the City Manager. The City Manager may require additional information or Act upon the appeal based upon the information supplied to the City Clerk. Should the City Manager reverse the decision of the City Clerk, the City Clerk shall reinstate the license. Should the City Manager affirm the decision of the City Clerk, he/she shall mail by first class mail a written notice affirming the decision to the address for the Licensee contained in the City Clerk's records.

- D. Should the City Manager affirm the denial, revocation or suspension of a License by the City Clerk, the Licensee shall have fourteen (14) days from the mailing of the decision of the City Manager to appeal the decision to City Council, by filing with the City Clerk a written notice of appeal. City Council shall hear the appeal at its next regularly scheduled meeting, but no sooner than 7 days from the receipt of the appeal.

867.13 LICENSE RENEWAL

- A. A License shall be valid for one year from the date of issuance, unless revoked as provided by law, including this Ordinance.
- B. A valid License may be renewed on an annual basis by submitting a renewal application upon a form provided by the City and payment of the annual license fee. Applications to renew a License shall be filed with the City Clerk at least thirty (30) days prior to the date of its expiration. As long as no changes to the Licensee have occurred and there is no pending request to revoke or suspend a License, and the Licensee has paid the License Renewal Fee, the City Clerk shall renew the License.

867.14 UNLAWFUL ACTIVITIES

Any act which is a violation of MCL 333.27954, or any amendment thereto, shall also be considered a violation of this Ordinance. It shall be unlawful to consume marihuana in a public place in the city of Manistee, except in a location designated by the act of the City Council for consumption and only when not accessible to persons under 21 years of age.

867.15 APPLICABILITY

The provisions of this Ordinance shall be applicable to all persons and Establishments described herein, including if the operations or Activities associated with a marihuana establishment were established without authorization before the effective date of this ordinance.

867.16 PENALTIES AND ENFORCEMENT

- A. Any person who violates any of the provisions of this Ordinance shall be responsible for a municipal civil infraction and subject to the payment of a civil fine of \$500, plus costs, except that a violation of Section 867.14 by consuming marihuana in a public place is a civil infraction and subject to the payment of a civil fine of up to \$100. Each day a violation of this Ordinance continues to exist constitutes a separate violation. A violator of this Ordinance shall also be subject to such additional sanctions, remedies and judicial orders as are authorized under Michigan law.
- B. A violation of this Ordinance is deemed to be a nuisance per se. In addition to any other remedy available at law, the City may bring an Action for an injunction or other

process against a Licensee to restrain, prevent, or abate any violation of this Ordinance.

- C. This Ordinance may be enforced and administered by the City Clerk, any City of Manistee Police Officer, City Manager or such other city official as may be designated from time to time by resolution of the City Council.

867.17 SEVERABILITY

In the event that any one or more sections, provisions, phrases or words of this Ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity or the enforceability of the remaining sections, provisions, phrases or words of this Ordinance.

Section 2. Severability

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section, or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of this ordinance which shall continue in full force and effect.

Section 3. Effective Date, Publication

This Ordinance shall be effective ten (10) days after its enactment as provided in Section 4-3 of the City of Manistee Charter. The City Clerk shall cause a copy of this Ordinance to be published in a newspaper circulated in the city of Manistee, stating the date of the enactment and effective date of the Ordinance, a brief notice as to the subject matter of the Ordinance and such other facts as the City Clerk shall deem pertinent. A copy of the Ordinance shall be made available for public use and inspection at the office of the Manistee City Clerk.

Section 4.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

YEAS: Members: _____

NAYS: Members: _____

ABSTAIN: Members: _____

ORDINANCE DECLARED ADOPTED.

02525823 1

City Clerk, City of Manistee

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF MANISTEE)

I, the undersigned, the duly qualified and Acting Clerk of the City of Manistee (the “City”), do hereby certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Council of the City at a regular meeting held on the ___ day of _____, 2019, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ___ day of _____, 2019.

City Clerk, City of Manistee



PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

05/09/2019

Manistee City Council
70 Maple St.
Manistee, MI 49660



Dear Council,

Legislation enacted by the Michigan Legislature has necessitated amendments to the City of Manistee's Zoning Ordinance as it pertains to the allowance for locating Small Wireless Facilities. There is a need to edit existing language as it pertains to Wireless Communication Facilities, in order to differentiate between Small Cell and "Standard" Wireless Communication Facilities. New language needs to be added to account for Small Cell Facilities.

This amendment language has been reviewed by the City Attorney, placed appropriately in the Manistee News Advocate for the advertised public hearing, and has been unanimously approved by the City of Manistee Planning at the May 2nd meeting. Public hearing yielded no comments at meeting. The Planning Department supports the Planning Commission's approval for adoption.

The official ordinance language is attached and ready for City Council's action at the May 21st meeting.

Regards,

Kyle Storey
Manistee County Planner/City Zoning Administrator

ORDINANCE Z19-11

**AN ORDINANCE TO AMEND IN PART AN ORDINANCE ENTITLED
"MANISTEE CITY ZONING ORDINANCE"
WHICH WAS ADOPTED FEBRUARY 21, 2006,**

To Amend the Manistee City Zoning Ordinance

Article 2: Definitions and Interpretations

Amend Article 2 Definitions by Adding: *Applicant, Authority, Authority Pole, Colocate, Communications Facility, Non-authority Pole, ROW, Small Cell Wireless Facility*
Amend Article 2 Definitions by changing the defined height for a Wireless Communication Facility

Article 3: Districts, Dimensional Standards, Uses Tables & Zoning Map

Amend the Use Table 3-2 by Adding Use: *DAS/Small Cell Wireless Facilities (Public ROW)*

Article 5: General Provisions

Creation of a new Section: *Section 536 DAS/Small Cell Wireless Facilities (Public ROW)*
Add Section 1: Purpose and Intent
Add Section 2: License Requirements
Add Section 3: Design Parameters
Add Section 4: Compliance with Applicable Law
Add Section 5: Fees
Add Section 6: Other Approvals

Article 18: Standards and Requirements for Special Uses

Amend Section 1893 A. and Section 1893. H.3 by changing the height allotment in the definition

THE CITY OF MANISTEE ORDAINS:

Section 1.

Article 2: Definitions and Interpretations be amended by Adding to:

Section 202 A

APPLICANT: means a wireless provide that submits an application described in the act.

AUTHORITY: means City

AUTHORITY POLE: means a utility pole owned or operated by an authority and located in the ROW

Section 204 C

COLOCATE: means to install, mount, maintain, modify, operate, or replace wireless facilities on or adjacent to a wireless support structure or utility pole. "Collocation" has a corresponding meaning. Colocate does not include make-ready work or the installation of

a new utility pole or new wireless support structure.

COMMUNICATIONS FACILITY: means the set of equipment and network components, including wires, cables, antennas, and associated facilities, used by a communications service provider to provide communications service.

Section 215 N

NON-AUTHORITY POLE: means a utility pole used for electric delivery service and controlled by the governing body of a municipally owned electric utility.

Section 219 R

ROW: means the area on, below, or above a public roadway, highway, street, alley, bridge, sidewalk, or utility easement dedicated for compatible uses. Public right-of-way does not include any of the following: (private ROW, limited access highway, land owned or controlled by a railroad as defined in section 109 railroad code, railroad infrastructure

Section 220 S

SMALL CELL WIRELESS FACILITY: means a wireless facility that meets both of the following requirements:

Each antenna is located inside an enclosure of not more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements would fit within an imaginary enclosure of not more than 6 cubic feet.

All other wireless equipment associated with the facility is cumulatively not more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

Are located within a public ROW and are placed on installed or existing utility poles that are forty (40) feet or less in height with all communication facilities not extending higher than forty-five (45) feet in total height.

Article 2: Definitions and Interpretations be amended by Changing:

Section 224 W

WIRELESS COMMUNICATION FACILITY: Structure or other facility attached directly to the ground in excess of ~~thirty-five (35)~~ forty-five (45) feet in height which may be utilized in conjunction with other equipment to transmit and/or receive radio, telephone, cellular telephone, television, microwave or any other form of telecommunication signals.

Article 3: Districts, Dimensional Standards, Uses Tables & Zoning Map by Adding to Table 3-2: DAS/Small Cell Wireless Facilities (Public ROW) as a use by right as follows:

Table 3-2 Uses Permitted by Right and Special Land Use Permit

(R=Use by Right; SLU=Use Permitted as Special Land Use; * Indicates Use Permitted as Special Land Use on Key Street Segment)
 (** Indicates Use Permitted as Special Land Use as part of a Mixed Use Development and requires a Special Use Permit)

USES	P-D Peninsula District	G-C Golf Course	R-1 Low Density	R-2 Med Density	R-3 High Density	R-4 Mfg - Housing	W-F Water-front	C-1 Reg' l Com	C-2 Neigh. Bus	C-3 Central Bus	L-I Light Ind	G-I Gen Ind
Accessory Bldg. with a footprint less than the principal structure	R	R	R	R	R	R	R	R	R	R	R	R
Accessory Bldg. with a footprint greater than the principal structure	SLU	SLU	SLU	SLU	SLU	SLU	SLU	R	SLU	SLU	R	R
Accessory Uses, Related to uses permitted	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU	R/SLU
Adaptive Reuse	SLU		SLU	SLU	SLU		SLU	SLU	SLU	SLU		
Adult Foster Care Facility				SLU	SLU							
Animal Grooming	SLU							R	SLU	R		
Assembly Operation							SLU				R	R
Automobile Repair Facility								R	SLU		R	
Bed & Breakfast	SLU		SLU	SLU	SLU		SLU		SLU	SLU		
Billboard								SLU				
Car Wash								SLU	SLU			
Cemetery											SLU	
Community Garden	R	R	R	R	R	R	R	R	R	R	R	R
Contractor's Facility	R				SLU			SLU	SLU	SLU	SLU	R
Convenience Store	SLU			SLU*	SLU*		SLU	R	R	R	SLU	
DAS/Small Cell Wireless Facility (Public ROW)	R	R	R	R	R	R	R	R	R	R	R	R
Day Care, Commercial	SLU				SLU		SLU	SLU	SLU	R	SLU	
Day Care, Group	SLU		SLU	SLU	R	SLU	SLU	SLU	R	R		

Article 5: General Provisions be amended by Adding:

Section 536: DAS/Small Cell Wireless Facilities (Public ROW)

A. Purpose and Intent: The purpose of this section is to regulate the installation of distributed antenna systems, small cell telecommunications equipment, or similar data wireless network equipment in the public rights-of-way within the City of Manistee.

B. License Requirements:

1. Licenses Required: No person shall install or operate, in whole or in part, DAS Facilities in a public right-of-way within the City without first applying for and receiving a DAS Facilities License from the City in a form and subject to such terms and conditions as is acceptable to the City. Nothing herein shall be interpreted to require the City to issue such a license as it determines to be in the best interest of the City and its citizens.

2. METRO Act Permit: No person shall install or operate “telecommunications facilities” as defined in the METRO Act, without first obtaining a permit under the Act from the City in accordance with the METRO Act, including any part of a DAS/Small Cell/Wireless system constituting telecommunications facilities.

C. Design Parameters:

Where permitted by the City, the following minimal design parameters shall apply to DAS Facilities in City public rights-of-way:

1. The required map(s) for proposed DAS Facilities shall be legible, to scale, labeled with streets, and contain sufficient detail to clearly identify the proposed DAS/Small Cell/Wireless Network Facilities’ locations and surroundings. Where applicable, the required map or list shall include and identify any requested pole height(s).
2. The maximum height of a pole or other supporting installed or existing to accommodate DAS/Small Cell/Wireless Network shall be forty (40) feet.
3. All communication facilities shall not extend more than five (5) feet above the height of the pole and at no time shall any communications facilities extend more than forty-five (45) feet in height.
4. Unless otherwise permitted in Section 3 (j), DAS Facilities shall be located no closer than eighteen (18) inches from an existing sidewalk/face of curb or eighteen (18) inches from a proposed future sidewalk/face of curb location.
5. Unless otherwise permitted in Section 3 (j), DAS Facilities shall be located no closer than ten (10) feet from any driveway.
6. Projecting antenna or other equipment shall be located at a height sufficient to not pose a hazard or obstruction to persons or vehicles, and to provide sufficient separation distance from power lines and similar facilities.
7. In residential areas, DAS Facilities shall be located in line with a side lot line whenever possible and not in front of a house.
8. No logos, emblems or symbols shall be placed on any portion of the communications facilities which is viewable to the public.
9. All communications facilities should be designed to blend with the neighboring environment to the greatest extent possible. All communications facilities shall be of a color scheme which blends with the neighboring environment, and/or is subdued in color.
10. The licensee shall field-stake all proposed locations for DAS Facilities which shall be subject to the approval of the City Board of Public Works, Michigan Department of Transportation and/or the Manistee County Road Commission as applicable. Issuance of a license by the City shall allow installation of facilities only on those poles and in locations approved in the license. Installation of any different facilities or locations shall require written amendment of the license.
11. Once precise locations have been approved in accordance with Section 3 (j), the licensee shall provide latitude and longitude coordinates for the DAS Facilities’ locations to the City BPW Director, Planner and Engineer.
12. The licensee shall be responsible to obtain such other permits and approvals as

required by law.

- D. Compliance with Applicable Law: The City, in reviewing and authorizing a permit under the Act and/or a license referred to in this section, and the licensee, in the establishment and operation of any DAS/Small Cell/Wireless Network Facilities, shall comply with all applicable federal and state laws.
- E. Fees: Fees for the agreement and permits required shall be as provided for in the Act or those documents and as periodically authorized by resolution of the City Council.
- F. Other Approvals: In addition to obtaining a license for DAS Facilities pursuant to this ordinance, the applicant shall be responsible for obtaining permission from the Manistee County Road Commission, Michigan Department of Transportation, utility or other easement holders, property owners and all other entities or persons required to give consent for such location.

Article 18: Standards and Requirements for Special Uses be Amended by Changing:

Section 1893 Wireless Communication Facility

A. Definition. Structures or other materials attached directly to the ground in excess of ~~thirty-five (35)~~ forty-five (45) feet in height which may be utilized in conjunction with other equipment to transmit and/or receive radio, telephone, cellular telephone, television, microwave or any other form of telecommunication signals.

H.3 All proposed towers of more than ~~thirty-five (35)~~ forty-five (45) feet in height shall be submitted to the Michigan Aeronautics Commission and FAA for review and approval prior to approval by the City of Manistee.

Section 2.

Effective Date; Publication.

This Ordinance shall be effective ten (10) days after its enactment as provided in Section 4-3 of the City of Manistee Charter and seven (7) days after publication, whichever is later. The City Clerk shall cause a copy of this Ordinance to be published in a newspaper circulated in the city of Manistee, stating the date of the enactment and effective date of the Ordinance, a brief notice as to the subject matter of the Ordinance and such other facts as the City Clerk shall deem pertinent. A copy of the Ordinance shall be made available for public use and inspection at the office of the Manistee City Clerk.

Mika Meyers PLC



Memorandum

To: Thad Taylor, City Manager
City of Manistee

From: George V. Saylor, III

Date: May 8, 2019

Subject: Ordinance 19-17

During the process of discussing the City's "opting in" to the Michigan Recreational Marihuana Law, Council also discussed authorizing Provisioning Centers in the City under the Medical Marihuana Law. Marihuana Retailers (the Recreational Marihuana equivalent to Provisioning Centers), are authorized under the Recreational Marihuana Ordinance recently introduced by Council.

When Council adopted Chapter 866 – Medical Marihuana Facilities in January 2018, the Ordinance did not allow for Provisioning Centers. Ordinance 19-17, along with an amendment to the City of Manistee's Zoning Ordinance that is underway, will authorize Provisioning Centers in the City.

ORDINANCE 19-17

AN ORDINANCE TO AMEND THE CITY OF MANISTEE, MICHIGAN CODIFIED ORDINANCES BY DEFINING AND AUTHORIZING MARIHUANA PROVISIONING CENTERS, TO PRESCRIBE PENALTIES FOR VIOLATING THE ORDINANCE, TO PROVIDE FOR SEVERABILITY AND TO REPEAL ALL ORDINANCES IN CONFLICT THEREWITH

THE CITY OF MANISTEE ORDAINS:

Section 1.

Chapter 866 is amended by adding the following bold and underlined provisions:

866.02 DEFINITIONS

For the purposes of this ordinance:

.....

R. **“Provisioning Center” means a licensee that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to registered qualifying patients, directly or through the patients' registered primary caregivers. Provisioning center includes any commercial property where marihuana is sold at retail to registered qualifying patients or registered primary caregivers. A noncommercial location used by a registered primary caregiver to assist a qualifying patient connected to the caregiver through the department's marihuana registration process in accordance with the Michigan Medical Marihuana Act is not a provisioning center for purposes of this act.**

866.03 AUTHORIZATION OF FACILITIES AND FEE

A. The maximum number of each type of marihuana facility permits allowed in the City shall be as follows:

<u>Facility</u>	<u>Number</u>
Grower	12
Processor	2
<u>Provisioning Center</u>	<u>3</u>
Secure transporter	2
Safety Compliance	2

.....

866.065 MINIMUM OPERATIONAL STANDARDS FOR PROVISIONING CENTER FACILITIES

The following minimum standards for Provisioning Center Facilities shall apply:

- A. **Applicant for Permit and all Stakeholders may not have an interest in a secure transporter or safety compliance facility;**
- B. **There shall be no sale, consumption or use of alcohol or tobacco products on the permitted premises; and**
- C. **Before selling or transferring marihuana to a registered qualifying patient or to a registered primary caregiver on behalf of a registered qualifying patient, the provisioning center shall inquire of the State of Michigan through the statewide monitoring system to determine whether the patient and, if applicable, caregiver, hold a valid, current, unexpired, and unrevoked registry identification card and that the sale or transfer will not exceed the daily and monthly purchasing limit established by the medical marihuana licensing board under this Act. .**

.....

866.10 LOCATION OF GROWER FACILITY, SAFETY COMPLIANCE FACILITY, PROCESSOR FACILITY, PROVISIONING CENTER FACILITY AND SECURE TRANSPORTER FACILITY

- A. All Grower Facilities, Safety Compliance Facilities, Processor Facilities, **Provisioning Center Facilities** and Secure Transporter Facilities shall only operate and be located within the permitted areas as provided for in the Zoning Ordinance.

Section 2. Severability

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section, or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of this ordinance which shall continue in full force and effect.

Section 3. Effective Date, Publication

This Ordinance shall be effective ten (10) days after its enactment as provided in Section 4-3 of the City of Manistee Charter. The City Clerk shall cause a copy of this Ordinance to be published in a newspaper circulated in the city of Manistee, stating the date of the enactment and effective date of the Ordinance, a brief notice as to the subject matter of the Ordinance and such other facts as the City Clerk shall deem pertinent. A copy of the Ordinance shall be made available for public use and inspection at the office of the Manistee City Clerk.

Section 4.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MANISTEE,
MANISTEE COUNTY, MICHIGAN, THIS _____ DAY OF _____, 2019.

ENACTMENT DATE: _____

CERTIFICATION

I, Heather Pefley, do hereby certify that I am the duly appointed and acting City Clerk of the City of Manistee and that the foregoing ordinance was adopted by the City Council of the City of Manistee on the _____ day of June, 2019.

City Clerk

Mika Meyers PLC



Memorandum

To: Thad Taylor, City Manager
City of Manistee

From: George V. Saylor, III

Date: May 8, 2019

Subject: Ordinance 19-18

The City Fire Department has had a number of complaints made regarding recreational fires located in the City of Manistee. A proposed ordinance amendment was requested to make clear for residents what is and is not permitted with regard to recreational fires in the City.

On February 14, 2019, the Council Ordinance Committee met and discussion took place with regard to amendment of the City Ordinances to deal with open burning/fire pits. The Ordinance Committee directed the City Attorney's office to prepare a proposed ordinance amendment and submit the Ordinance to Council. Through discussions with Fire Marshall Brent Haskin, Ordinance 19-18 was drafted.

ORDINANCE 19-18

AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED
“CHAPTER 1610 – INTERNATIONAL FIRE CODE”, OF THE CODIFIED
ORDINANCES OF MANISTEE, MICHIGAN BY AMENDING THE RULES,
RESTRICTIONS, AND REGULATIONS WITH REGARD TO RECREATIONAL
FIRES, DESCRIBE CERTAIN TERMS, AND TO REPEAL ALL ORDINANCES IN
CONFLICT THEREWITH

THE CITY OF MANISTEE ORDAINS:

Section 1.

Chapter 1610 is amended by deleting the following language that is displayed with a strike through the words and adding the following underlined words:

Chapter 1610
International Fire Code

1610.04 AMENDMENTS, CHANGES, DELETIONS, AND ADDITIONS

A. Definitions and Interpretations

1. Wherever the phrase name of jurisdiction is used in this code, it shall be held to mean the City of Manistee.
2. Wherever the term legal counsel is used in this code, it shall be held to mean the attorney for the City of Manistee
3. Wherever the term Fire Code Official is used in this code, it shall be held to mean the ~~Fire Chief~~Public Safety Director or Fire Marshal of the City of Manistee.

.....
Section 105.1.2 Types of Permits (Amended) There shall be permits as follows:

Construction Permit. A construction permit allows the applicant to install or modify systems and equipment for which a permit is required by Section 105.7.

Fire Permit. A permit issued by the Fire Code Official is required for all outdoor fires, other than fires within a recreational fire pit or portable enclosed outdoor fireplace.

Section 202 General Definitions:

Portable Enclosed Outdoor Fireplace Use: In order to qualify as a portable outdoor fireplace, the fireplace must be a commercially designed and contained fireplace, not a pit or campfire ring, that is approved by the Fire Code Official. The fireplace shall contain the ash and embers and shall be used in accordance with the manufacturer’s instructions.

Section 307.4.2 Recreational Fires. Recreational fires contained within a portable enclosed outdoor fireplace shall be located at least 15 feet, and if not contained in a portable enclosed outdoor fireplace at least 25 feet, from all structures, combustible material, public roads, public sidewalks, and property lines. Recreational fires must be contained in a

continuous ring of non-combustible material no greater than 3 feet in diameter and 2 feet in flame height. A minimum of a 4A fire extinguisher or connected garden hose shall be immediately available at recreational fire location. All recreational fires must be constantly attended by a person over 18 years of age until completely extinguished. No flammable materials, including, but not limited to, gasoline, kerosene, diesel fuel, or other accelerant, other than charcoal lighter fluid, may be used to ignite or maintain a recreational fire.

Section 2.

Effective Date; Publication.

This Ordinance shall be effective ten (10) days after its enactment as provided in Section 4-3 of the City of Manistee Charter. The City Clerk shall cause a copy of this Ordinance to be published in a newspaper circulated in the city of Manistee, stating the date of the enactment and effective date of the Ordinance, a brief notice as to the subject matter of the Ordinance and such other facts as the city clerk shall deem pertinent. A copy of the Ordinance shall be made available for public use and inspection at the office of the Manistee City Clerk.

Section 3.

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

MADE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MANISTEE, MANISTEE COUNTY, MICHIGAN, THIS ____ DAY OF _____, 2019.

ENACTMENT DATE: _____

CERTIFICATION

I, Heather Pefley, do hereby certify that I am the duly appointed and acting City Clerk of the City of Manistee and that the foregoing ordinance was adopted by the City Council of the City of Manistee on the ____ day of _____, 2019.

Heather Pefley, City Clerk

**Chapter 1610
International Fire Code**

1610.01	2003 edition adopted	1610.04	Amendments, Changes Deletions, and Additions
1610.02	Application of Code	1610.05	Conflicts of laws
1610.03	File and distribution copies	1610.99	Penalty

CROSS REFERENCES
Fires and fire protection generally - see M.C.L.A. Secs. 29.1 et seq.
Construction or possession of explosive devices - see M.C.L.A. Sec. 750.211a
Arson - see M.C.L.A. Secs. 750.71 et seq.
Fire Department - see ADM. Ch. 236
Fireworks - see GEN. OFF. 662.01
Open burning - see GEN. OFF. 674.01
Burning of garbage - see GEN. OFF. 674.02
Fire hydrants and fire protection systems - see S.U. & P.S. 1040.06, 1040.10

1610.01 2003 EDITION ADOPTED

For the purpose of prescribing regulations governing fire and explosion hazards, that certain document marked and designated as the 2003 Edition of the **International Fire Code**, and any subsequent amendments, published by the International Codes Council (ICC), is hereby adopted as the Fire Prevention Code of the City, save and except for such portions thereof as may be amended or repealed in this chapter. (Ord. 05-02, Adopted 5-3-05)

1610.02 APPLICATION OF CODE

For the purpose of prescribing regulations governing fire and explosion hazards, that certain document marked and designated as the 2003 Edition of the **International Fire Code**, and any subsequent amendments, published by the International Codes Council (ICC), is hereby adopted as the Fire Prevention Code of the City, save and except for such portions thereof as may be amended or repealed in this chapter. (Ord. 05-02, Adopted 5-3-05)

1610.03 FILE AND DISTRIBUTION COPIES

Printed copies of the **International Fire Code**, as adopted in Section 1610.01, shall be kept in the office of the City Clerk, available for inspection by and distribution to the public at all times.

1610.04 AMENDMENTS, CHANGES, DELETIONS, AND ADDITIONS

A. Definitions and Interpretations

1. Wherever the phrase name of jurisdiction is used in this code, it shall be held to mean the City of Manistee.
2. Wherever the term legal counsel is used in this code, it shall be held to mean the attorney for the City of Manistee

3. Wherever the term Fire Code Official is used in this code, it shall be held to mean the Fire ChiefPublic Safety Director or Fire Marshal of the City of Manistee.

B. The International Fire Code as adopted in Section 1610.01, is hereby amended as follows:

Section 101.1 Title Insert: [City of Manistee]

Section 108.3 Qualifications. (Amended) The Board of Appeals shall be the Zoning Board of Appeals of the City of Manistee. The Board shall modify or reverse the decision of the Code Official by a concurring vote of three (3) members.

Section 105.6.33 Open flames and candles. (Amended) A person shall not use or allow to be used, without direct adult supervision, any open flame, burning candle or candles in connection with any public meeting or gathering for purposes of deliberation, worship, entertainment, amusement, instruction, education, recreation, awaiting transportation or similar purpose in places of assembly or education, such as churches, schools, restaurants, eating establishments, cocktail lounges, or bars, without first obtaining approval from the Code Official.

Section 105.1.2 Types of Permits (Amended) There shall be permits as follows:

Construction Permit. A construction permit allows the applicant to install or modify systems and equipment for which a permit is required by Section 105.7.

Fire Permit. A permit issued by the Fire Code Official is required for all outdoor fires, other than fires within a recreational fire pit or portable enclosed outdoor fireplace.

Section 105.2.2 (Deleted)

Section 105.3.1 Expiration (Amended) Construction permits shall automatically become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. Before such work recommences, a new permit shall be first obtained and the fee to recommence work, if any, shall be one-half the amount required for a new permit for such work, provided no changes have been made or will be made in the original construction documents for such work, and provided further that such suspension or abandonment has not exceeded one year. Permits are not transferable and any change in occupancy, operation, tenancy or ownership shall require that a new permit be issued.

Sections 105.6 thru 105.6.47 (Deleted)

Section 109.3 Violation penalties (Deleted)

Section 202 General Definitions:

Portable Enclosed Outdoor Fireplace Use: In order to qualify as a portable outdoor fireplace, the fireplace must be a commercially designed and contained fireplace, not a pit or campfire ring, that is approved by the Fire Code Official. The fireplace shall contain the ash and embers and shall be used in accordance with the manufacturer's instructions.

Section 307.4.2 Recreational Fires. Recreational fires contained within a portable enclosed outdoor fireplace shall be located at least 15 feet, and if not contained in a portable enclosed outdoor fireplace at least 25 feet, from all structures, combustible material, public roads, public sidewalks, and property lines. Recreational fires must be contained in a continuous ring of non-combustible material no greater than 3 feet in diameter and 2 feet in flame height. A minimum of a 4A fire extinguisher or connected garden hose shall be

immediately available at recreational fire location. All recreational fires must be constantly attended by a person over 18 years of age until completely extinguished. No flammable materials, including, but not limited to, gasoline, kerosene, diesel fuel, or other accelerant, other than charcoal lighter fluid, may be used to ignite or maintain a recreational fire.

Appendix D Fire Apparatus Access Roads (Adopt)

Appendix E Hazard Categories (Adopt)

Appendix F Hazard Ranking (Adopt)

Appendix G Cryogenic Fluids - Weight and Volume Equivalents (Adopt)

(Ord. 05-02, Adopted 5-3-05)

1610.05 CONFLICTS OF LAWS

A. In the event of a conflict between any of the provisions of the **International Fire Code**, as adopted in Section 1610.01, and a provision of these Codified Ordinances or any ordinance, resolution, rule, or regulation of the City, or between any of the provisions of such Code, the more restrictive provision, or the stricter standard, shall control.

B. In the event of a conflict between any of the provisions of such Code and any provision of State law, the State law shall control. (Ord. 05-02, Adopted 5-3-05)

1610.99 PENALTY

(EDITOR'S NOTE: See Section 202.99 for general Code penalty if no specific penalty is provided.)



TO: Manistee City Council
FROM: Thomas Kaminski, Interim DDA Director
DATE: Tuesday, May 14, 2019
RE: Employment of a DDA Executive Director

Over the past several weeks, the DDA Board's Recruitment Committee has been interviewing candidates for the position of DDA Administrator. At the conclusion of the interview process, the committee made a recommendation to the DDA Board to increase the hours of the position from part time to full time, and to make a provisional offer of employment to applicant Caitlyn Berard. This recommendation was approved by the DDA board at a Special meeting held on April 26, 2019. During this Special meeting, the DDA Board also changed the title of the position to Executive Director, and scheduled a "Meet and Greet the Candidate" event to be held on the evening of Thursday, May 9, 2019. The DDA Board, City Council, the media, and the public were invited to attend this event.

After further discussion with the candidate, a provisional offer of employment was signed by the DDA Board Chairperson and Caitlyn Berard. This document included compensation and fringe benefit levels, as well as various contingencies of the employment offer. The board also completed a criminal background check and contacted various employment and personal references.

On Tuesday, May 14, 2019, the DDA board met in a Special meeting to consider a final recommendation of the candidate to the Manistee City Council. During this Special meeting, the DDA Board approved that Caitlyn Berard be recommended to the Manistee City Council as the new full time DDA Executive Director.

To assist you in this decision, enclosed is a copy of the job description, Caitlyn Berard's resume, employment application, and the signed provisional offer of employment.

The DDA board recommends that the Manistee City Council approve the employment of Caitlyn Berard at its next regular meeting on Tuesday, May 21, 2019.

Please contact me or Rachel Brooks, DDA Chairperson, if you have any questions or require further information.

MANISTEE

May 3, 2019

Caitlyn Berard
119 N Superior Street, Apt. 6
Albion, MI 49224

Re: Offer of Employment

Dear Caitlyn:

I am pleased to offer you the position of Executive Director of the Manistee Downtown Development Authority (DDA) reporting directly to me. Your compensation includes an annual health insurance stipend of \$4,000 and salary of \$46,000 per year which equates to a total of \$50,000 per year or \$1,923.08 paid on a bi-weekly basis. You are eligible to accrue two weeks of paid vacation per year.

We are offering you this position under the following terms and conditions: You have the right to terminate your employment at any time, with or without cause and with or without notice. We also have the right to terminate your employment at any time, with or without cause and with or without notice. No person other than the Board Chair may change this at-will employment relationship and such a change must be made in writing.

This offer remains contingent upon an acceptable criminal background, reference checks, and approval by the Manistee Downtown Development Authority Board and City Council.

If you agree to accept this offer, please sign and date this letter and return it to me at steekcrenda@gmail.com within three days of the date of this letter. Any modification of this offer must be in writing and be signed by both you and myself. I will contact you when all the contingency elements of this offer have been approved. At that time, we will finalize a start date.

Please bring original documents (not photocopies) that establish identity and employment eligibility your first day of employment.

We believe this is an exceptional opportunity to be part of the mission of the Downtown Development Authority. Given your qualifications and knowledge, you will be an asset to our organization.

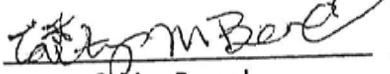
Sincerely,



Rachel Brooks
Board Chair

Caitlyn Berard
Offer Letter
Page Two

Accepted this 4th day of May, 2018.

Signed: 
Caitlyn Berard

Rachel Brooks
Board Chair

JOB DESCRIPTION
MANISTEE DOWNTOWN DEVELOPMENT AUTHORITY

~~ADMINISTRATOR~~
EXECUTIVE DIRECTOR

Little change.

SUMMARY

Under the general direction of the Manistee Downtown Development Authority, and specifically the Board Chairperson, the Administrator is responsible for all office management responsibilities, and carries out directives and implements policies of the Board. This position performs a variety of administrative, technical, and professional tasks associated with the general operation of the Downtown Development Authority.

EMPLOYMENT QUALIFICATIONS

- Associates Degree or equivalent in Business Administration, Finance, Accounting or a related field is preferred.
- General computer skills with proficiency in word processing (Word), spreadsheet (Excel), presentation (Powerpoint), project scheduling (MS Project or similar), and basic accounting (Quickbooks) applications.
- Must have excellent organizational, oral and written communication skills.
- Must be an energetic, well-organized self-starter, and be able to facilitate cooperation between multiple interest groups and be an independent employee who can produce results with minimal supervision.
- Prefer advanced course work in office management and administration.
- A valid driver's license is required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manages relevant administrative aspects of the Downtown Development Authority, including purchasing, accounts payable and accounts receivable functions, record keeping, budget development, accounting, and preparation of all reports required by the DDA board. Oversees the development of periodic status reports on receipts and expenditures for use in monitoring the DDA's finances.
- Prepares Board and Committee meeting agendas and attends these meetings as directed by the Board or Committee Chairperson. May be responsible for preparing minutes if directed to do so by the Board or Committee Chairperson. Presents pertinent data and researched information to aid the Board and/or Committee in making decisions and establishing policies. Responsible for carrying out decisions of the DDA Board.
- Responds to inquiries from the City, businesses within the District, the general public, and the media. Works to provide all prospective business owners with the proper information and contacts necessary to proceed with making a new business successful within the DDA District.
- Oversees and participates in the preparation of the annual budget. Responsible for monitoring the annual budget throughout the fiscal year.

- Administers, monitors and assists with all projects approved by the DDA Board.
- Works closely with the DDA's Accountant to maintain an accurate financial statement.
- Oversees the management and maintenance of all properties owned by the DDA.
- Maintains all DDA official office files.
- May serve as administrative support staff to event committees as directed by the DDA board.
- Monitors the accuracy of the DDA website and all public notice mechanisms used by the Downtown Development Authority.
- May represent the DDA board at various meetings and events. May speak on behalf of the DDA Board and routinely serves as a resource on existing Downtown District policies and procedures..
- Coordinates independent contractual and professional services.
- Researches the availability and conditions of grant funding and may participate in the application process. Responsible for all monitoring and reporting requirements of grants secured by the DDA.
- Responsible for administering and monitoring all requirements imposed on the DDA by Local, State and Federal government entities. Specifically, all reporting requirements imposed under the State of Michigan's PA 57 statute, and all other past and future statutes or regulations.
- Maintains open communication with the City of Manistee.
- Manages the DDA downtown dollars program.
- Other duties as assigned by the DDA Board.

PHYSICAL REQUIREMENTS

This job requires the ability to perform the essential functions contained in this description. These include but are not limited to the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements:

- Ability to access department files.
- Ability to enter and retrieve information from computer files.
- Ability to travel to various locations to represent the interests of the Downtown Development Authority.

WORKING ENVIRONMENT

Works mainly in office conditions.

(Prepared March 19, 2019)

Recd. 4/17/19

Manistee Downtown Development Authority

Employment Application

Applicant Information

Full Name: Bernard Carlson M Date: 4/15/19
Last First M.I.

Address: 1102 Ottawa Dr
Street Address
Pontiac MI 48341
City State ZIP Code

Phone: 248 703 0458 Email: cmb19@albion.edu

Date Available: _____ Social Security No. (Last 4 digits): [REDACTED] Desired Salary: \$ _____

Position Applied for: Administrator

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: Troy Athens Address: Business Management

From: F2007 To: S2011 Did you graduate? YES NO Diploma: 4833 John R Rd

College: Albion College Address: 611 E Porter St

From: F2012 To: F2015 Did you graduate? YES NO Degree: Business Organization

Other: Wayne State Uni Address: 42 W Warren Ave

From: F2015 To: S2019 Did you graduate? YES NO Degree: Urban Planning & Develop

References

Please list three professional references.

Full Name: Amy Depner Relationship: Supervisor/BSS
Company: Albion Economic Development Corp Phone: 517 629 3926
Address: 1022 N Eaton St Albion MI 49224

Full Name: John Tracy Relationship: Supervisor
Company: City of Albion Phone: 517 629-7189
Address: 112 W Cass St Albion MI 49224

Full Name: Jaura Overholt Relationship: manager/Supervisor
Company: Albion Food Hub Phone: 517-629-3343
Address: 112 E Erie St Albion MI 49224

Previous Employment

Company: Albion Economic Development Corp Phone: (517) 629-3926
Address: 1002 N Eaton St Supervisor: Amy Depirez
Job Title: Economic Development Coordinator Starting Salary: \$ 18/hr Ending Salary: \$ 18/hr

Responsibilities: _____

From: Apr 18 To: Current Reason for Leaving: Looking for full time

May we contact your previous supervisor for a reference? YES NO

Company: Albion Economic Development Corp - Albion Food Hub Phone: (517) 629 3343
Address: 112 E Erie St Supervisor: Amy Depirez
Job Title: manager Starting Salary: \$ 18/hr Ending Salary: \$ 18/hr

Responsibilities: _____

From: June 17 To: Apr 18 Reason for Leaving: new position

May we contact your previous supervisor for a reference? YES NO

Company: City of Albion Phone: (517) 629 7189
Address: 112 Cass St Supervisor: John Tracy
Job Title: Intern Starting Salary: \$ N/A Ending Salary: \$ N/A

Responsibilities: _____

From: Feb 17 To: Apr 18 Reason for Leaving: new position

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: N/A From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I represent that the answers and information given by me in this application are true and complete. I authorize the Manistee Downtown Development Authority (DDA) to verify the information I have provided and to make any investigation of my background deemed necessary at any time. I also authorize third parties (such as former employers, law enforcement organization, financial institution, educational institution, etc.) contacted by the Manistee Downtown Development Authority to furnish any information relevant to my application for employment, excluding health and medical history or other information prohibited by law, and further release all persons and organizations from any and all liability for any and all damages whatsoever for releasing such information. I acknowledge that any false, inaccurate or misleading information my result in refusal to hire or dismissal once the facts become known.

This application for employment shall be considered active for a period of time not to exceed 60 days. However, if hired, any time after filing this application, I agree that these provisions shall constitute terms and conditions of my employment and that I shall be subject to the same.

I consent to all legally permissible medical examinations and drug and alcohol testing required by the Manistee Downtown Development Authority.

I understand and agree that employment with the Manistee Downtown Development Authority is "at will" and that either the Manistee Downtown Development Authority or I can terminate my employment and compensation, with or without cause, and with or without notice, at any time. I acknowledge that no representations, either oral or written have been made to me to the contrary and that any pre-existing understanding or agreement which contradict an at will status of employment are void. Further, I understand that only the Board Chair of the Manistee DDA has any authority to enter into any agreement for employment for any fixed period of time or to make any agreement contrary to my at will status, and that any such agreement must expressly state such purpose and must be in writing and signed the Board Chair of the Manistee DDA following the date of this application in order to be valid.

In consideration of my employment, I agree to confirm to the rules and policies of the Manistee DDA. I agree not to begin any action or suit relating directly or indirectly to employment with the Manistee DDA or the termination of such employment more than (9) nine months after the date of the employment action that is subject of such action or suit. I waive any statute of limitation to the contrary.

I have read and understand the foregoing:

My signature below indicates that I have read and understood the above paragraphs.

Signature: Latoya m Beard Date: 4/14/19

Caitlyn Berard

119 N Superior St Apt 6
Albion, MI 49224

Cell: (248) 703-0458
Email: caitlyn.berard@gmail.com

EDUCATION

Wayne State University, Detroit, MI
Masters in *Urban Planning and Development*
GPA: 3.64/4.0
Emphasis on Housing and Community Development

Graduation: December 2018

Albion College, Albion, MI
Bachelor of Arts in *Business and Organizations*
Carl A. Gerstacker Institute for Business and Management
Gerald R. Ford Institute for Leadership in Public Policy and Service
Emphases on business and public policy with an interest in promoting business in urban areas. Two-year participant in Sleight Leadership Program in Detroit (2013, 2015).

Graduation: December 2015

WORK EXPERIENCE

Albion Economic Development Corporation (AEDC), Albion MI
Economic Development Coordinator

April 2018 - Current

- Attraction, retention and growth of businesses through Property Information Packets, business resource summits, employer resource summits
- Entrepreneur coaching
- Workforce development through job fairs, resource discussions, resource communication
- Management of Job Creation Development Projects
- TIFA Administration
- Business Incubator Administration
- Economic Development Funding Opportunities
- City of Albion representative for Redevelopment Ready Committees (April 2017-December 2018)
- City of Albion representative for Project Rising Tide (June 2018-December 2018)
- MEDC Member including attendance at Toolbox sessions, CEcD courses
- Training for Community Development Coordinator, Office Manager, AmeriCorps VISTA volunteer
- Representative at AEDC/BRA/TIFA board meetings

Calhoun County, Marshall, MI
Intern, Treasurer Department, Land Bank

Fall 2013 - Spring 2014

- Involved in multiple facets of urban land reuse programs
- Travel to parcels to inform owners or renters about their up-coming foreclosure
- Record data and comments through BS&A from parcel visits
- Attend board meetings discussing neighborhood stability and policy creation
- Research ideas for future growth in the Land Bank and write reports
- Researched and recorded Land Bank proprieties and the qualifications of potential buyers for future land reuse
- Researched the Land Bank Deed trail for potential clouds
- Wrote reports on future land reuse and the potential positive outcomes within the Calhoun County area

**Other Work Experience Available Upon Request*



To Executive Committee or
1/28/19
K

Kameshwari Pothukuchi, Ph. D.
Urban Studies & Planning
3207 Faculty Administration Bldg, Detroit, MI 48202
(313) 577-4296, fax: (313) 577-0022
k.pothukuchi@wayne.edu

January 24, 2019

Rachel Brooks, Chair
Manistee Downtown Development Authority
manisteedda@manisteedowntown.com

Subject: Manistee Downtown Development Authority

Dear Ms. Brooks,

I write this letter in support of Caitlyn Berard's application for the Economic Development Director position at the Manistee Downtown Development Authority.

Although this is not the business reference you might seek, I am in a position to comment on aspects of Ms. Berard's—Caitlyn's—academic preparation and character that should be useful as you consider candidates for the position.

I know Caitlyn since her enrollment, in fall 2015, in the Master of Urban Planning program at Wayne State University. She is currently a candidate for the degree, having completed the coursework related to the 48 credits to her degree. She is actively finishing up her final requirement—the professional report—to formally graduate in April this year. During her time in the program, she also took two courses with me, UP 6210—Urban Design Elements, and UP7010—Planning and Decision Theory. Both courses are highly demanding, requiring significant amounts of discipline, planning, and, for the design course which required teamwork, coordination. She excelled in both courses, with an A- in the first and an A in the second.

Our curriculum is designed to cater primarily to the employed student; it offers once-a-week scheduling per course and evening sessions; it also treats students as partners in the educational effort thereby contextualizing their community and work experiences which they are encouraged to share in classes. Students are challenged to appropriately balance domestic, work, and academic responsibilities that often are scattered across the metropolitan region. Caitlyn successfully balanced these responsibilities while getting her degree, despite a longer commute than those of most of our students.

In her courses with me, Caitlyn came to class well-prepared to discuss assigned readings on various planning concepts while also reflecting on the concepts' relationships to her work experiences, to make team presentations on draft design proposals, and to participate in other ways as required in each class. She turned in work for final papers and projects that was competent, thoughtful, and timely, whether these were individual or team submissions. An active listener, her communications in the class as a whole as well as in teams were marked by respectful interaction, a search for clarification when needed, and gentle, self-deprecating humor to which fellow students responded warmly. She usually approached me after class to

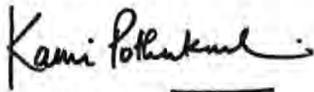
ask for additional resources that might be useful to her coursework or employment. Not only did she take her education seriously, she also wanted to explore ways in which her academics could strengthen her contribution to her workplace.

Albeit via a part-time position as economic development coordinator in Albion Michigan, Caitlyn nevertheless brings experience in community and economic development. There she is involved in many related activities such as business attraction and retention, workforce development, and business incubation, among others.

Her baccalaureate degree from Albion College majoring in business and organizations, combined with a Master of Urban Planning from Wayne State University, offer evidence of her keen interest in policies and initiatives that promote business development and area redevelopment in urban communities. While at Albion College, she participated in the Sleight Leadership Program in Detroit, which is an intensive, in-residence program that combines classroom and hands-on learning and team projects. She also has participated in training workshops at her current employment—including community economic development workshops offered by Michigan Economic Development Corporation—that have helped her hone her knowledge and skills in this field.

In short, I believe that Caitlyn's enthusiasm for, preparation in, and commitment to the economic advancement of Michigan's urban communities suggest her readiness to take on the advertised position. I hope that you will give Caitlyn Berard's application positive consideration. Please do not hesitate to contact me should you have questions.

Sincerely,

A handwritten signature in black ink that reads "Kami Pothukuchi". The signature is written in a cursive style with a horizontal line underneath the name.

Kami Pothukuchi, Ph. D.
Professor

MEMO TO: Thad Taylor, City Manager
FROM: Jeffrey W. Mikula, Public Works Director
DATE: May 10, 2019
SUBJECT: Pavement Warranty Program



Public Works
231-723-7132



The Michigan Legislature created a requirement for all Cities and Villages in Michigan adopt and implement a Local Pavement Warranty Program for paving projects over \$2 million. The City will likely never have a paving project that approaches \$2 million, however we are required to adopt the program. Attached is a letter from the Michigan Municipal League which provides additional information.

October 25, 2018



Dear Hon. James W. Smith:

As part of the Transportation Funding Package of 2015, the Michigan Legislature created a requirement (MCL 247.662, 247.663) that each local road agency in Michigan adopt a Local Pavement Warranty Program acceptable to the Michigan Department of Transportation (MDOT).

The resulting Michigan Local Agency Pavement Warranty Program is the statewide accepted format that local agencies can use for hot mix asphalt (HMA) and plain jointed concrete paving projects on public roads and streets, if they opt to utilize a warranty on a project. This Warranty Program must be adopted by every community no later than September 18, 2019, and every community must consider a warranty on each project utilizing any state or federal funding that also includes \$2 million or more in paving-related components. Communities must annually report on projects with \$2 million or more in paving-related items, regardless of whether they implemented a warranty or not.

To assist with the adoption of the Warranty Program, the League has set up a Local Agency Pavement Warranty Program webpage where you can download all the information necessary to adopt the program. <http://www.mml.org/advocacy/pavement-warranty/>

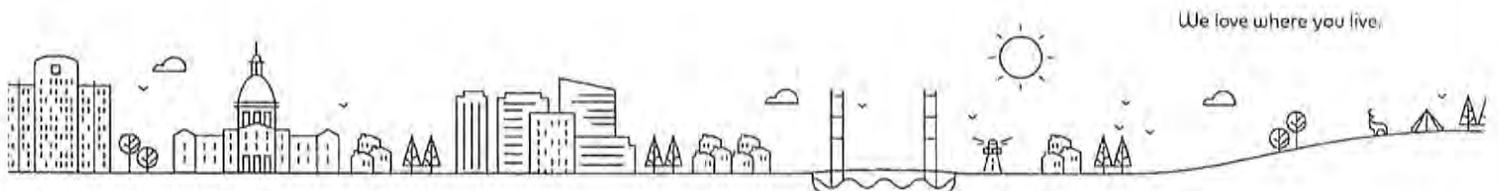
The overall goal of the Michigan Local Pavement Warranty Program is to have one standardized method for applying pavement warranties on local agency projects, which provides a consistent, quantifiable and transparent program that pavement contractors can recognize and implement.

Program Components

The Local Pavement Warranty Program, as approved by MDOT, consists of the following documents and they can be found on the League's Local Agency Pavement Warranty Program webpage:

- Special Provisions (Boilerplate, Concrete, HMA, Location and a Pass-Through Warranty Bond)
- Warranty Bond Form and Contract Form
- Guidelines for Local Agency Pavement Warranty Program

The Program was developed over the last 30 months by the Local Agency Pavement Warranty Task Force including representatives of the Michigan Municipal League, County Road Association, MDOT, Federal Highway Administration-Michigan, Michigan's Local Technical Assistance Program (LTAP), municipal road agencies, legal counsels and industry representatives.



Timeline for Warranty Policy Adoption

Local Pavement Warranty Program developed by the Task Force must be adopted by your community on or before September 18, 2019.

To adopt the Pavement Warranty Program, each community should adopt two separate Resolutions. First, a Resolution to Adopt a Local Pavement Warranty Program (*sample template and corresponding documents can be found on the League's webpage*) is needed to adopt the Local Agency Pavement Warranty Program and its accompanying documents. Second, a Resolution to Implement a Local Pavement Warranty Program (*sample template can be found on the League's webpage*) that defines the agency's intent to apply the warranty program consistent with the Local Agency Pavement Warranty Guidelines and report annually on each project that includes \$2 million or more in paving-related components *and* includes any state or federal funds.

The goals of the Local Agency Pavement Warranty Program are to meet the legislative mandate to implement it, as well as to standardize review and oversight of pavement warranty projects, and to have a program that is transparent and uniform for private-sector contractors.

To find the sample Resolutions and corresponding documents, please visit the League's Local Agency Pavement Warranty Program webpage. <http://www.mml.org/advocacy/pavement-warranty/>

Future Warranty Education Programs

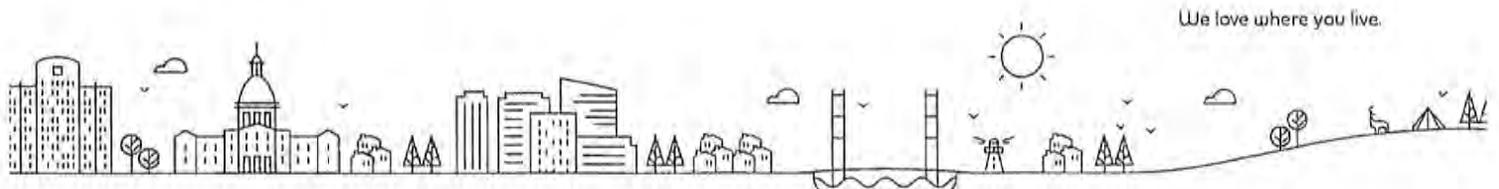
The Warranty Task Force has obtained a FHWA grant of \$74,000, which its Education Subcommittee will use to work with the Michigan Local Technical Assistance Program (LTAP) to conduct education and training sessions. Training will be designed for elected/appointed officials, administrators, as well as managers/directors, engineers and engineering technicians in both onsite sessions and online webinars during 2019. The League will work with LTAP to publicize these sessions.

If you have any questions about the Local Pavement Warranty Program, please contact John LaMacchia at (517) 908-0303 or at jlamacchia@mml.org.

Sincerely,



Daniel P. Gilmartin
Executive Director and CEO
Michigan Municipal League





RESOLUTION TO ADOPT A LOCAL PAVEMENT WARRANTY PROGRAM

WHEREAS, the Michigan Legislature (MCL 247.663) requires each city or village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Local Agency Pavement Warranty Program was developed by the Local Agency Pavement Warranty Task Force for use by all 533 cities and villages in the format approved by the Michigan Department of Transportation in 2018;

WHEREAS, the Michigan Department of Transportation has reviewed and approved the Michigan Local Agency Pavement Warranty Program consisting of Special Provisions (Boilerplate, Concrete, HMA, Location, Pass-Through Warranty Bond); a Warranty Bond Form and Contract Form; and Guidelines for Local Agency Pavement Warranty Programs;

NOW THEREFORE BE IT RESOLVED, the City of Manistee hereby adopts the Michigan Local Agency Pavement Warranty Program and accompanying documents in accordance to the requirements of MCL 247.663;

BE IT FURTHER RESOLVED, this resolution is made a part of the minutes of the City of Manistee meeting on May 21, 2019.

YEAS:

NAYS:

RESOLUTION DECLARED AND ADOPTED.

Roger Zielinski, Mayor

Dated

Heather Pefley, City Clerk

Dated



RESOLUTION TO IMPLEMENT A LOCAL PAVEMENT WARRANTY PROGRAM

WHEREAS, The Michigan Legislature created a requirement (MCL 247.663) as part of the Transportation Funding Package of 2015 that requires each city and village to adopt a Local Agency Pavement Warranty Program that was approved by the Michigan Department of Transportation in 2018;

WHEREAS, the City of Manistee adopted the Michigan Local Agency Pavement Warranty Program on 5/21/2019

WHEREAS, the City of Manistee agrees to consider a local pavement warranty on each project that includes \$2 million or more in paving-related items *and* includes any state or federal funds;

WHEREAS, the Local Agency Pavement Warranty Program law requires each city and village to report annually on each project that includes \$2 million or more in paving-related items *and* includes any state or federal funds, whether or not a warranty was utilized in the project;

WHEREAS, the City of Manistee agrees to implement the Michigan Local Agency Pavement Warranty Program consistent with the Guidelines for Local Agency Pavement Warranty Program document that was approved by the Michigan Department of Transportation in 2018; and which City of Manistee adopted Implementation Policy defines the City of Manistee's intent of its pavement warranty program;

NOW THEREFORE BE IT RESOLVED, the City of Manistee hereby agrees to implement the Local Agency Pavement Warranty Program and annually report in accordance with the law.

FURTHER SAYETH NOT THIS RESOLUTION.

YEAS:

NAYS:

RESOLUTION DECLARED AND ADOPTED.

The foregoing resolution was certified at a regular meeting of the City of the City of Manistee held on May 21, 2019.

Roger Zielinski, Mayor

Dated

Heather Pefley, City Clerk

Dated

MEMO TO: Thad Taylor, City Manager
FROM: Jeffrey W. Mikula, Public Works Director
DATE: May 13, 2019
SUBJECT: Snow Plow Purchase



City Council approved the FY '19-20 budget on May 7, 2019. Included in the budget was the purchase of a single axle plow truck. While researching budget numbers for the purchase we learned that major backlogs exist for truck and equipment delivery. We were informed that the favorable state of the economy has created high truck order volumes. Ordering a cab and chassis truck today would result in a delivery time of April/May 2020. The sales representative created a dealership order that can be converted to the City of Manistee without obligation. We are requesting approval to place the truck order at this time (and convert the dealership order to the City) with an expected delivery date of December 2019.

Please keep in mind that the equipment company also requires 6-10 months from the time they receive the cab and chassis, so we may not receive the completed truck until the next fiscal year.

The budgeted amount is \$180,000.00. The MiDeal pricing received totals \$174,627.00.

VEHICLE PURCHASE AGREEMENT



D&K Truck Co. 3020 Snow Rd, Lansing, MI 48917 Phone (517) 484-1905 Fax (517) 322-2585

City of Manistee

5/10/2019

Purchaser

Date

280 Washington St.

Manistee

MI

49660

Street Address

City

State

Zip Code

231-510-6050

Phone

Fax

New	Used	Year	Make	Model	VIN
X		2020	WESTERN STAR	4700	

ACCESSORIES AND EQUIPMENT	SPEC PRO VER:	UNIT COST	MULTI UNITS
Purchase 1) 2020 Model 4700 Western Star truck Spec Dated 5/10/2019			\$107,187.00
Purchased through MI-Deal Contract # 071B6600119			
Any Adjustments to Specs may alter Pricing			
		Price of Vehicle	\$107,187.00
		Sales Tax	N/A
		F.E.T./ Non-Tax	N/A
		License Fee	N/A
		Title	\$15.00
		Total Delivered Price	\$107,202.00
Thank you			
Brian Pratt		Trade	
		Less Lien	
		Total Trade	
		Total Trade Price	\$0.00
			\$107,202.00

Prepared for:
 Jeff Mikula
 MDOT City of Manistee
 280 Washington St
 Manistee, MI 49660
 Phone: 231-794-0605



Prepared by:
 Brian Pratt
 D and K TRUCK COMPANY
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 LANSING, MI 48917
 Phone: 517-484-1905

S P E C I F I C A T I O N P R O P O S A L

Data Code	Description	Weight Front	Weight Rear	Retail Price
Price Level				
PRL-19T	WESTERN STAR 4700 PRL-19T (EFF:01/15/19)			STD
Data Version				
DRL-011	SPECPRO21 DATA RELEASE VER 011			N/C
Vehicle Configuration				
001-451	4700 SET-BACK FRONT AXLE CHASSIS	9,215	6,530	\$166,640.00
004-220	2020 MODEL YEAR SPECIFIED			STD
002-004	SET BACK AXLE - TRUCK			STD
019-002	STRAIGHT TRUCK PROVISION			STD
003-001	LH PRIMARY STEERING LOCATION			STD
General Service				
AA1-002	TRUCK CONFIGURATION			STD
AA6-001	DOMICILED, USA 50 STATES (INCLUDING CALIFORNIA AND CARB OPT-IN STATES)			STD
A85-010	UTILITY/REPAIR/MAINTENANCE SERVICE			N/C
A84-1GM	GOVERNMENT BUSINESS SEGMENT			N/C
AA4-010	DIRT/SAND/ROCK COMMODITY			N/C
AA5-002	TERRAIN/DUTY: 100% (ALL) OF THE TIME, IN TRANSIT, IS SPENT ON PAVED ROADS			STD
AB1-008	MAXIMUM 8% EXPECTED GRADE			STD
AB5-001	SMOOTH CONCRETE OR ASPHALT PAVEMENT - MOST SEVERE IN-TRANSIT (BETWEEN SITES) ROAD SURFACE			STD
995-1A5	WESTERN STAR VOCATIONAL WARRANTY			STD
A66-99D	EXPECTED FRONT AXLE(S) LOAD : 20000.0 lbs			
A68-99D	EXPECTED REAR DRIVE AXLE(S) LOAD : 23000.0 lbs			
A63-99D	EXPECTED GROSS VEHICLE WEIGHT CAPACITY : 43000.0 lbs			

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	Data Code	Description	Weight Front	Weight Rear	Retail Price
N	A70-99D	EXPECTED GROSS COMBINATION WEIGHT : 0.0 lbs			
Truck Service					
	AA3-018	FRONT PLOW/END DUMP BODY			N/C
	AF4-99D	EXPECTED EMPTY BODY WEIGHT : 4300.0 lbs			
	A88-99D	EXPECTED TRUCK BODY LENGTH : 14.0 ft			
	AE2-99D	EXPECTED TRUCK BODY WIDTH : 96.0 in			
	AF6-99D	EXP EMPTY BODY CG LOC FROM BODY FRT(A89) : 5.9 ft			
	A89-99D	BRAKING-EXPECTED CAB TO BODY CLEARANCE : 3.0 in			
	AF7-99D	EXPECTED BODY/PAYLOAD CG HEIGHT ABOVE FRAME "XX" INCHES : 32.0 in			
Engine					
	101-2X6	DETROIT DD13 12.8L 410 HP @ 1625 RPM, 1900 GOV RPM, 1550 LB/FT @ 975 RPM			\$100.00
Electronic Parameters					
N	79A-065	65 MPH ROAD SPEED LIMIT			N/C
	79B-000	CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
	79G-010	20 MINUTES IDLE SHUTDOWN WITH CLUTCH AND SERVICE BRAKE OVERRIDE			N/C
	79T-001	PTO MODE RPM INCREMENT - 25 RPM			N/C
	80D-001	SOFT CRUISE CONTROL ENABLED			N/C
Engine Equipment					
	99C-017	2016 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION			STD
	99D-011	2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)			\$106.00
	13E-001	STANDARD OIL PAN			STD
	105-001	ENGINE MOUNTED OIL CHECK AND FILL			STD
	133-004	ONE PIECE VALVE COVER			STD
	014-108	SIDE OF HOOD AIR INTAKE WITH FIREWALL MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR	10		\$444.00
	124-1D7	DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE			STD
	292-216	(3) DTNA GENUINE, AGM STARTING AND CYCLING, MIN 2190CCA, 570RC, THREADED STUD BATTERIES			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
290-1AC	PASSENGER SEAT BATTERY BOX VENTED TO OUTSIDE OF CAB			STD
282-013	BATTERY BOX MOUNTED UNDER PASSENGER SEAT			STD
291-017	WIRE GROUND RETURN FOR BATTERY CABLES WITH ADDITIONAL FRAME GROUND RETURN			STD
289-006	PLASTIC BATTERY BOX COVER			STD
293-073	POSITIVE LOAD DISCONNECT WITH DASH MOUNTED CONTROL SWITCH WITH LOCKING PROVISION	8		\$191.00
306-019	LOW VOLTAGE BATTERY DISCONNECT AT 12.3 VOLTS FOR ISOLATED CIRCUITS WITH LOCAL ALARM			STD
107-044	BW MODEL BA-921 19.0 CFM SINGLE CYLINDER AIR COMPRESSOR WITH SAFETY VALVE			STD
131-013	AIR COMPRESSOR DISCHARGE LINE			STD
152-041	ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM			STD
128-002	JACOBS COMPRESSION BRAKE			STD
016-1C0	RH OUTBOARD FRAME MOUNTED VERTICAL AFTERTREATMENT SYSTEM ASSEMBLY WITH TOPSTACK	95	90	\$1,969.00
28F-002	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH			STD
239-038	11 FOOT 06 INCH (138 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT			STD
237-1CU	RH CURVED TOPSTACK			N/C
23U-002	13 GALLON DIESEL EXHAUST FLUID TANK	35	10	\$59.00
30N-003	100 PERCENT DIESEL EXHAUST FLUID FILL			\$20.00
23Y-001	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
23Z-002	NON-POLISHED ALUMINUM DIESEL EXHAUST FLUID TANK COVER	20	10	\$144.00
43X-002	LH MEDIUM DUTY STANDARD DIESEL EXHAUST FLUID TANK LOCATION			STD
242-001	STAINLESS STEEL AFTERTREATMENT DEVICE/MUFFLER/TAILOPIPE SHIELD			STD
273-036	BORG WARNER (KYSOR) REAR AIR ON/OFF ENGINE FAN CLUTCH			STD
276-001	AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED			STD
110-068	DDC SUPPLIED ENGINE MOUNTED FUEL FILTER/FUEL WATER SEPARATOR WITH WATER-IN-FUEL INDICATOR			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
118-001	FULL FLOW OIL FILTER			STD
266-057	1500 SQUARE INCH ALUMINUM RADIATOR			STD
267-006	MOUNTING FOR FIREWALL MOUNTED SURGE TANK			STD
103-039	ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT			STD
171-007	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
172-001	CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES			STD
270-023	HDEP FIXED RATIO COOLANT PUMP AND RADIATOR DRAIN VALVE			STD
168-998	NO RADIATOR/OIL PAN GUARD	-5		(\$62.00)
360-013	1350 ADAPTER FLANGE FOR FRONT PTO PROVISION	25		\$531.00
138-005	PHILLIPS-TEMRO 1500 WATT/115 VOLT BLOCK HEATER			STD
166-005	PHILLIPS-TEMRO 300 WATT/115 VOLT OIL PREHEATER			STD
140-022	CHROME ENGINE HEATER RECEPTACLE MOUNTED UNDER LH DOOR			STD
134-001	ALUMINUM FLYWHEEL HOUSING			STD
155-075	MITSUBISHI 12V MOD 3.175-DP60 STARTER WITH INTEGRATED MAGNETIC SWITCH			STD
Transmission				
342-1M1	ALLISON 4000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	170	50	\$20,420.00
Transmission Equipment				
343-339	ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV			N/C
84B-012	ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES			N/C
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			N/C
84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			N/C
84E-000	PRIMARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			N/C

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84F-000	SECONDARY SHIFT SCHEDULE RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			N/C
84G-000	PRIMARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			N/C
84H-000	SECONDARY SHIFT SPEED RECOMMENDED BY DTNA AND ALLISON, THIS DEFINED BY ENGINE AND VOCATIONAL USAGE			N/C
84N-200	FUEL SENSE 2.0 DISABLED - MAXIMUM PERFORMANCE - TABLE BASED			N/C
85P-998	NO REAR PTO TRANSMISSION RANGE			STD
341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			N/C
345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			N/C
97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013			N/C
370-011	WATER TO OIL TRANSMISSION COOLER, FRAME MOUNTED	15		N/C
346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK			N/C
35T-001	SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)			N/C

Front Axle and Equipment

400-1BB	DETROIT DA-F-20.0-5 20,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE			\$1,628.00
402-030	MERITOR 16.5X6 Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			STD
403-002	NON-ASBESTOS FRONT BRAKE LINING			STD
419-023	CONMET CAST IRON FRONT BRAKE DRUMS			STD
427-001	FRONT BRAKE DUST SHIELDS	5		\$102.00
409-006	FRONT OIL SEALS			STD
408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
416-022	STANDARD SPINDLE NUTS FOR ALL AXLES			STD
405-002	MERITOR AUTOMATIC FRONT SLACK ADJUSTERS			STD
406-001	STANDARD KING PIN BUSHINGS			STD
536-055	TRW THP-60 POWER STEERING WITH RCH45 AUXILIARY GEAR	90		N/C
539-003	POWER STEERING PUMP			STD
534-003	4 QUART POWER STEERING RESERVOIR			N/C

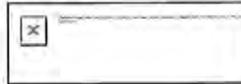
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Data Code	Description	Weight Front	Weight Rear	Retail Price
533-001	OIL/AIR POWER STEERING COOLER			N/C
40T-002	SYNTHETIC 75W-90 FRONT AXLE LUBE			(\$6.00)
Front Suspension				
620-006	20,000# FLAT LEAF FRONT SUSPENSION	50		\$147.00
619-002	THREADED SPRING PINS AND BUSHINGS - FRONT SUSPENSION			\$168.00
410-001	FRONT SHOCK ABSORBERS			\$202.00
Rear Axle and Equipment				
420-051	RS-23-160 23,000# R-SERIES SINGLE REAR AXLE		-2,310	(\$8,780.00)
421-538	5.38 REAR AXLE RATIO			N/C
424-001	IRON REAR AXLE CARRIER WITH STANDARD AXLE HOUSING			STD
386-075	MXL 18T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES	40	40	\$496.00
452-001	DRIVER CONTROLLED TRACTION DIFFERENTIAL - SINGLE REAR AXLE		20	\$734.00
878-018	(1) DRIVER CONTROLLED DIFFERENTIAL LOCK REAR VALVE FOR SINGLE DRIVE AXLE			N/C
87B-008	INDICATOR LIGHT FOR EACH DRIVER CONTROLLED TRACTION DEVICE SWITCH			N/C
423-033	MERITOR 16.5X7 Q+ CAST SPIDER HEAVY DUTY CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			\$126.00
433-002	NON-ASBESTOS REAR BRAKE LINING			STD
434-011	BRAKE CAMS AND CHAMBERS ON FORWARD SIDE OF DRIVE AXLE(S)			\$26.00
451-023	CONMET CAST IRON REAR BRAKE DRUMS			STD
425-002	REAR BRAKE DUST SHIELDS		5	\$56.00
440-006	REAR OIL SEALS			STD
426-100	WABCO TRISTOP D LONGSTROKE 1-DRIVE AXLE SPRING PARKING CHAMBERS		-20	N/C
428-002	MERITOR AUTOMATIC REAR SLACK ADJUSTERS			STD
41T-002	SYNTHETIC 75W-90 REAR AXLE LUBE			N/C
Rear Suspension				
622-1DC	26,000# FLAT LEAF SPRING REAR SUSPENSION WITH HELPER AND RADIUS ROD		90	(\$1,530.00)
621-001	SPRING SUSPENSION - NO AXLE SPACERS			N/C
431-001	STANDARD AXLE SEATS IN AXLE CLAMP GROUP			N/C
623-005	FORE/AFT CONTROL RODS			N/C

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Data Code	Description	Weight Front	Weight Rear	Retail Price
Brake System				
490-100	WABCO 4S/4M ABS			STD
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
904-001	FIBER BRAID PARKING BRAKE HOSE			STD
412-001	STANDARD BRAKE SYSTEM VALVES			STD
432-003	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
480-009	BW AD-9 BRAKE LINE AIR DRYER WITH HEATER	20		N/C
479-003	AIR DRYER MOUNTED INBOARD ON LH RAIL			N/C
460-090	STEEL AIR BRAKE RESERVOIRS, NO TRIPLE OR TORPEDO TANKS			N/C
477-001	PULL CABLE ON WET TANK, PETCOCK DRAIN VALVES ON ALL OTHER AIR TANKS			STD
Trailer Connections				
1AZ-998	NO TRAILER RECEPTACLE BRACKET			STD
Wheelbase & Frame				
545-510	5100MM (201 INCH) WHEELBASE			N/C
546-1B2	1/2X3.64X11-7/8 INCH STEEL FRAME (12.7MMX301.6MM/0.5X11.88 INCH) 120KSI	540	160	\$2,150.00
547-034	PARTIAL INNER FRAME REINFORCEMENT AT FRONT SUSPENSION	195	-5	\$780.00
548-803	BODY COMPANY INSTALLED ADDITIONAL FRONT FRAME REINFORCEMENT FOR SNOW PLOW			N/C
552-005	1850MM (73 INCH) REAR FRAME OVERHANG			N/C
55W-007	FRAME OVERHANG RANGE: 71 INCH TO 80 INCH	-20	110	N/C
549-002	24 INCH INTEGRAL FRONT FRAME EXTENSION	158	-20	\$995.00
AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA) : 137.49 in			
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 119.62 in			
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 343.21			
ZF1-99D	FRAME HEIGHT TOP FRONT UNLADEN : 34.51 in			
ZF2-99D	FRAME HEIGHT TOP FRONT LADEN : 31.38 in			
ZF3-99D	FRAME HEIGHT TOP REAR UNLADEN : 42.18 in			
ZF4-99D	FRAME HEIGHT TOP REAR LADEN : 31.38 in			
FSS-0LH	CALCULATED FRAME SPACE LH SIDE : 59.19 in			N/C
FSS-0RH	CALCULATED FRAME SPACE RH SIDE : 211.49 in			N/C

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Data Code	Description	Weight Front	Weight Rear	Retail Price
AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 137.69 in			
553-001	SQUARE END OF FRAME			STD
559-001	STANDARD WEIGHT ENGINE CROSSMEMBER			STD
561-001	STANDARD CROSSMEMBER BACK OF TRANSMISSION			STD
562-001	STANDARD MIDSHIP #1 CROSSMEMBER(S)			STD
572-001	STANDARD REARMOST CROSSMEMBER			STD
565-002	HEAVY DUTY SUSPENSION CROSSMEMBER			STD
568-001	STANDARD WEIGHT REAR SUSPENSION CROSSMEMBER			STD

Chassis Equipment

N	556-997	OMIT FRONT BUMPER, CUSTOMER INSTALLED SPECIAL BUMPER, DOES NOT COMPLY WITH FMCSR 393.203	-110		(\$560.00)
	586-015	FRONT ANTI-SPRAY CAB MOUNTED MUDFLAPS			STD
	551-007	GRADE 8 THREADED HEX HEADED FRAME FASTENERS			STD
	44Z-002	EXTERIOR HARNESES WRAPPED IN ABRASION TAPE			STD
	602-100	27X17X11 INCH PLAIN STEP BOX WITH REMOVABLE COVER FOR CAB ENTRY WITH HIGH GROUND CLEARANCE	50	50	\$664.00
	61B-001	SINGLE TOOL/STORAGE BOX #1 FRAME MOUNTED LH SIDE UNDER CAB			N/C
	603-100	27X17X11 INCH PLAIN STEP BOX WITH REMOVABLE COVER FOR CAB ENTRY WITH HIGH GROUND CLEARANCE	50	50	\$651.00
	61C-002	SINGLE TOOL/STORAGE BOX #2 FRAME MOUNTED RH SIDE UNDER CAB			N/C

Fuel Tanks

	204-150	50 GALLON/189 LITER ALUMINUM FUEL TANK - LH	-5		(\$132.00)
	218-001	23 INCH DIAMETER FUEL TANK(S)			N/C
	215-005	PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			STD
	212-008	FUEL TANK(S) AFT	-35	35	(\$108.00)
	664-001	PLAIN STEP FINISH			STD
	205-001	FUEL TANK CAP(S)			STD
	216-020	EQUIFLO INBOARD FUEL SYSTEM			STD
	202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD
	221-001	FUEL COOLER			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
Tires				
093-1VB	CONTINENTAL HTR2 385/65R22.5 20 PLY RADIAL FRONT TIRES	104		\$284.00
094-1UY	MICHELIN X MULTI D 11R22.5 16 PLY RADIAL REAR TIRES (NORTH AMERICAN ONLY)		60	(\$40.00)
Hubs				
418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS			STD
450-060	CONMET PRESET PLUS PREMIUM IRON REAR HUBS			STD
Wheels				
502-091	ACCURIDE 29374A 22.5X12.25 10-HUB PILOT 4.75 INSET 10-HAND ALUMINUM DISC FRONT WHEELS	-8		\$496.00
505-659	ACCURIDE 42644 ACCU-LITE 22.5X8.25 10-HP ALUMINUM DISC REAR WHEELS		-120	\$572.00
496-011	FRONT WHEEL MOUNTING NUTS			STD
497-011	REAR WHEEL MOUNTING NUTS			STD
Cab Exterior				
829-1A8	110 INCH BBC STEEL CONVENTIONAL CAB			STD
82A-023	WESTERN STAR PAINTED ALUMINUM CAB SKIRT			STD
650-044	AIR CAB MOUNTS WITH CHECK VALVE			STD
648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			STD
667-001	FRONT FENDERS			STD
754-001	2 INCH FENDER EXTENSIONS	5		\$147.00
678-039	LH AND RH EXTERIOR GRAB HANDLES WITH RUBBER INSERT AND LH AND RH INTERIOR GRAB HANDLES MOUNTED TO A POST			\$7.00
646-008	STATIONARY BRIGHT FINISH GRILLE			STD
65X-003	CHROME HOOD MOUNTED AIR INTAKE GRILLE			STD
640-008	GALVANEALD STEEL SEVERE SERVICE CAB			STD
644-004	FIBERGLASS HOOD			STD
727-019	SINGLE HADLEY SD-978 26 INCH RECTANGULAR AIR HORN	-4		(\$116.00)
726-001	SINGLE ELECTRIC HORN			STD
728-001	SINGLE HORN SHIELD			N/C
657-1AF	DOORS AND IGNITION KEYED THE SAME (3 KEYS)			\$9.00
575-001	REAR LICENSE PLATE MOUNT END OF FRAME			STD

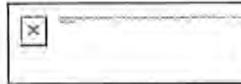
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Prepared for:
 Jeff Mikula
 MDOT City of Manistee
 280 Washington St
 Manistee, MI 49660
 Phone: 231-794-0605



Prepared by:
 Brian Pratt
 D and K TRUCK COMPANY
 3020 Snow Rd
 LANSING, MI 48917
 Phone: 517-484-1905

Data Code	Description	Weight Front	Weight Rear	Retail Price
312-072	SINGLE RECTANGULAR SEALED BEAM HEADLIGHTS WITH BRIGHT BEZELS			STD
302-022	LED MARKER LAMPS			\$91.00
314-824	WIRING AND SWITCH FOR CUSTOMER FURNISHED SNOW PLOW LAMPS WITH DUAL CONNECTIONS AT BUMPER			\$182.00
311-001	DAYTIME RUNNING LIGHTS			\$56.00
294-001	INTEGRAL STOP/TAIL/BACKUP LIGHTS			STD
300-015	STANDARD FRONT TURN SIGNAL LAMPS			STD
744-008	DUAL STAINLESS STEEL HEATED MIRRORS			\$46.00
797-001	DOOR MOUNTED MIRRORS			STD
796-001	102 INCH EQUIPMENT WIDTH			STD
743-1AA	LH AND RH SUREPLUS 574 8 INCH BRIGHT FINISH HEATED CONVEX MIRRORS WITH SEPARATE ADJUSTMENT, MOUNTED BELOW MIRROR			\$36.00
74A-001	RH DOWN VIEW MIRROR			STD
729-001	STANDARD SIDE/REAR REFLECTORS			STD
768-050	17.5X35 INCH LAMINATED SAFETY GLASS TINTED REAR WINDOW			\$27.00
661-006	TINTED DOOR GLASS			STD
654-011	RH AND LH ELECTRIC POWERED WINDOWS	4		\$151.00
663-023	2-PIECE TINTED CURVED GASKET MOUNTED HEATED WINDSHIELD			\$195.00
659-026	2 GALLON WINDSHIELD WASHER RESERVOIR WITH FLUID LEVEL INDICATOR, MOUNTED UNDER CAB, WITH REMOTE FILL			STD

Cab Interior

707-1D0	GRAY VINYL BASE INTERIOR			STD
70K-005	BLACK HARD TRIM			STD
706-049	BASE LEFT HAND DOOR TRIM			STD
708-049	BASE RIGHT HAND DOOR TRIM			STD
772-007	BLACK MATS WITH DOUBLE INSULATION			\$45.00
785-007	DASH MOUNTED ASH TRAY AND LIGHTER, DRIVER SIDE			STD
691-001	FORWARD ROOF MOUNTED CONSOLE			STD
694-009	PASSENGER SIDE WING DASH MOUNTED GLOVE BOX WITH LOCKING DOOR			STD
693-025	LH AND RH DOOR MAP POCKETS			STD
741-015	(2) COAT HOOKS ON BACKWALL OF CAB			STD
742-026	(1) CUP HOLDER MOUNTED IN BOTTOM CENTER OF DASH			(\$22.00)

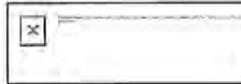
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 LANSING, MI 48917
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Data Code	Description	Weight Front	Weight Rear	Retail Price
680-034	TWO-TONE CHARCOAL UPPER/COOL GRAY LOWER SOFT TOUCH WING DASH WITH BLACK DRIVER SIDE COSMETIC UNDER DASH COVER			STD
700-023	HEATER, DEFROSTER AND AIR CONDITIONER WITH CONSTANT TEMPERATURE CONTROL AND COSMETIC COVER			STD
701-010	HVAC DUCTING WITH FOAM MAIN FRESH AIR FILTER AND OUTSIDE PRE-FILTER			STD
703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
170-015	STANDARD HEATER PLUMBING			STD
130-041	VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR			STD
698-001	RADIATOR MOUNTED AIR CONDITIONER CONDENSER			STD
702-002	BINARY CONTROL, R-134A			STD
739-002	ADDITIONAL CAB SIDEWALL INSULATION	60	10	\$162.00
285-033	AUTOMATIC SELF-RESET CIRCUIT BREAKERS/FUSES IN DASH POWER DISTRIBUTION BOXES AND FUSES IN AUXILIARY POWER DISTRIBUTION BOXES			STD
324-075	DOOR ACTIVATED DOME LIGHT, UNDER DASH LIGHT AND LH AND RH DOOR MOUNTED COURTESY LIGHTS			STD
655-001	CAB DOOR LATCHES WITH MANUAL DOOR LOCKS			STD
756-1DD	BASIC HIGH BACK AIR SUSPENSION DRIVER SEAT WITH 1 CHAMBER AIR LUMBAR, INTEGRATED CUSHION EXTENSION AND REAR CUSHION TILT			STD
760-294	BATTERY BOX MID BACK NON SUSPENSION PASSENGER SEAT			STD
758-039	MORDURA CLOTH DRIVER SEAT			N/C
761-039	MORDURA CLOTH PASSENGER SEAT			N/C
763-003	3 POINT DRIVER AND PASSENGER SEAT BELT RETRACTORS			STD
532-002	ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN			STD
540-045	4-SPOKE 18 INCH (450MM) LEATHER WRAPPED STEERING WHEEL WITH SWITCHES			STD
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS			STD
Instruments & Controls				
185-002	NON-ADJUSTABLE SUSPENDED PEDALS			STD
106-002	ELECTRONIC FOOT ACCELERATOR			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
870-002	BRIGHT ARGENT FINISH GAUGE BEZELS			STD
732-018	ROYAL ROSEWOOD MATTE FINISH DRIVER INSTRUMENT PANEL			\$18.00
734-017	ROSEWOOD VINYL MATTE FINISH CENTER INSTRUMENT PANEL INSERT			N/C
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			STD
840-002	2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES			STD
198-002	INTAKE MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS			STD
149-015	ELECTRONIC CRUISE CONTROL WITH CONTROLS ON STEERING WHEEL SPOKES			STD
156-007	KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY			STD
811-041	ICU4ME DRIVER MESSAGE CENTER WITH GRAPHICAL DISPLAY, BLACK FACE GAUGES, DIAGNOSTICS AND DATA LINKED			STD
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH			STD
844-001	2 INCH ELECTRIC FUEL GAUGE			STD
845-011	FUEL FILTER RESTRICTION INDICATOR			STD
148-085	EMISSIONS LIMITED IDLE ADJUST			STD
4C0-998	NO ADDITIONAL EXTRA SWITCH ACCUATORS			STD
N 44Y-001	CUSTOMER INTERFACE CONNECTOR LOCATED BETWEEN SEATS WITH CAPS			\$99.00
48F-998	NO PREWIRED HIGH POWER CIRCUIT			STD
866-007	SINGLE REAR AXLE TEMPERATURE GAUGE WITH SENSOR SHIELD			\$85.00
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE			STD
864-001	2 INCH TRANSMISSION OIL TEMPERATURE GAUGE			STD
867-004	ELECTRONIC OUTSIDE TEMPERATURE SENSOR DISPLAY IN DRIVER MESSAGE CENTER			STD
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE			STD
746-114	AM/FM/WB WORLD TUNER RADIO WITH AUXILIARY INPUT, J1939	10		\$290.00
747-002	ROOF/OVERHEAD CONSOLE MOUNTED RADIO			N/C
750-004	(4) RADIO SPEAKERS IN CAB			N/C
753-021	AM/FM ANTENNA MOUNTED ON LH FRONT A-PILLAR	2		\$35.00

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	Data Code	Description	Weight Front	Weight Rear	Retail Price
	748-026	POWER AND GROUND WIRING FOR CB RADIO IN OVERHEAD CONSOLE			STD
	749-001	ROOF/OVERHEAD CONSOLE CB RADIO PROVISION			\$137.00
	752-017	MULTI-BAND AM/FM/WB/CB LH MIRROR MOUNTED ANTENNA SYSTEM			STD
	810-042	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITH ODOMETER			STD
	817-001	STANDARD VEHICLE SPEED SENSOR			STD
	812-001	ELECTRONIC 3000 RPM TACHOMETER			STD
	813-998	NO VEHICLE PERFORMANCE MONITOR	-5		(\$998.00)
N	162-002	IGNITION SWITCH CONTROLLED ENGINE STOP			STD
	329-004	FOUR EXTRA SWITCHES IN DASH			\$109.00
	4C1-022	HARDWIRE SWITCH #1,ON/OFF LATCHING, 20 AMPS IGNITION WIRED TO BACK OF CAB			\$25.00
	4C2-023	HARDWIRE SWITCH #2,ON/OFF LATCHING, 20 AMPS IGNITION WIRED TO BACK OF CAB			N/C
	4C3-014	HARDWIRE SWITCH #3,ON/OFF LATCHING, 20 AMPS IGNITION WIRED TO BACK OF CAB			N/C
	4C4-014	HARDWIRE SWITCH #4,ON/OFF LATCHING, 20 AMPS IGNITION WIRED TO BACK OF CAB			N/C
	4C5-998	NO HARDWIRE SWITCH #5,ON/OFF LATCHING, WIRED TO CUSTOMER INTERFACE CONNECTOR			STD
	4C6-998	NO HARDWIRE SWITCH #6,ON/OFF LATCHING, WIRED TO CUSTOMER INTERFACE CONNECTOR			STD
	4C7-998	NO HARDWIRE SWITCH #7,ON/OFF LATCHING, WIRED TO CUSTOMER INTERFACE CONNECTOR			STD
	4C8-998	NO HARDWIRE SWITCH #8,ON/OFF LATCHING, WIRED TO CUSTOMER INTERFACE CONNECTOR			STD
	4C9-998	NO HARDWIRE SWITCH #9,ON/OFF LATCHING, WIRED TO CUSTOMER INTERFACE CONNECTOR			STD
	4D0-998	NO HARDWIRE SWITCH #10,ON/OFF LATCHING,WIRED TO CUSTOMER INTERFACE CONNECTOR			STD
	836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
	660-001	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY AND ARCTIC TYPE BLADES			\$11.00

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Data Code	Description	Weight Front	Weight Rear	Retail Price
304-060	MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SW WITH HEADLIGHT/MRKR LT INTERRUPTER SWITCHES ON STEERING WHEEL & DASH SW FOR CUSTOMER FURNISHED SNOWPLOW LTS			\$122.00
882-009	ONE VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR			STD
299-040	MANUAL TURN SIGNAL SWITCH, HEADLAMP HIGH/LOW AND FLASH, WASH/WIPE/INTERMITTENT			STD
298-036	PACIFIC INSIGHT ELECTRONIC FLASHER			STD
Design				
065-000	PAINT: ONE SOLID COLOR			STD
Color				
980-612	CAB COLOR A: L3781EB VIPER RED ELITE BC			N/C
96J-001	CAB INTERIOR PAINTED SAME AS CAB COLOR			STD
986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT			STD
Certification / Compliance				
996-001	U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS			STD
Raw Performance Data				
AE4-99D	CALC'D FRAME LENGTH - OVERALL : 343.21			
AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA) : 119.62 in			
AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 137.69 in			

Sales Programs

NO SALES PROGRAMS HAVE BEEN SELECTED

T O T A L V E H I C L E S U M M A R Y

Adjusted List Price

Adjusted List Price ** \$190,632.00

Weight Summary

Weight Weight Total

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	Front	Rear	Weight
Factory Weight ⁺	10784 lbs	4845 lbs	15629 lbs
<hr/>			
Total Weight ⁺	10784 lbs	4845 lbs	15629 lbs

ITEMS NOT INCLUDED IN ADJUSTED LIST PRICE

Other Factory Charges

P73-2WS	STANDARD DESTINATION CHARGE	\$2,100.00
---------	-----------------------------	------------

(+) Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.



QUOTATION

TRUCK AND TRAILER SPECIALTIES OF BOYNE FALLS, INC.

00399 US 131 NORTH – P.O. BOX 473

BOYNE FALLS, MI 49713

Phone: 231-549-3500 – Fax: 231-549-3555 – Toll: 888-603-5506

Date: 03/01/2019

Quote #: 3119MA

Name: City of Manistee Attention: Brandon

Phone: 231-398-2803

Email: bprince@manistee.gov

Prices quoted are FOB: Boyne Falls

We are pleased to quote you prices and terms in accordance with specifications described below.

Prices are in effect for 30 days only. Federal excise tax and sales tax not included, but will be added if applicable.

Budgetary numbers for single axle truck equipment MI Deal pricing.

- Monroe Front Plow- OWFA one way rigid no trip-fixed angle.
- Truck side hitch/plow lights.
- Behind cab combo tank system.
- Monroe HD 4500 12 FT under body.
- Crysteel 10 FT stainless steel dump body.
- Hydraulic System- APSCO air controls in lieu of Pneu-Logic joy stick, front load sense piston pump, Bosch M412' valves with stainless steel enclosure.
- Safety Lighting.

Total Price \$67,425.00

Accepted by: _____

Date: _____

Bid submitted by: Butch

For Truck and Trailer Specialties of Boyne Falls, Inc



MEMO



CITY CLERK'S OFFICE

To: Thad Taylor, City Manager
From: Heather Pefley, City Clerk *HP*
Subject: Agenda Request
Date: April 30, 2019

Thad,

At their regular meeting on April 1, 2019 the Manistee PEG Commission reviewed and approved changes to their Bylaws. Proposed changes include changing membership from seven (7) members to five (5) and meeting quorum from four (4) members to three (3). City Council is required to review and approve any amendments being proposed.

A copy of the Bylaws showing the proposed amendments has been attached. Please place this request on the May 21, 2019 City Council agenda for consideration. Thank you.

**MANISTEE P.E.G. COMMISSION
BYLAWS AND RULES OF PROCEDURE**

Section 1. NAME.

The name of the Board shall be the "Manistee P.E.G. Commission".

Section 2. PURPOSE.

The purpose of the Commission shall be to carry out the provisions outlined in Chapter 288 of the Manistee Code of Ordinances (as may be amended from time to time).

Section 3. MEMBERSHIP.

- 3.1 The membership of the Commission shall consist of ~~seven (7)~~ **five (5)** members. Up to two (2) members may be appointed by the Charter Township of Filer Board of Trustees. All other Commission members shall be Manistee County residents and appointed by the City Council.
- 3.2 Members shall serve three (3) year terms.
- 3.3 A City staff member shall be an ex-officio member of the Commission.

Section 4. OFFICERS.

- 4.1 Selection: The Commissions shall elect a Chair, a Vice- Chair, and a Secretary. The election shall take place during the first meeting of each calendar year in January. Officers shall be selected by majority vote of the Commissioners and shall serve for one (1) calendar year.
- 4.2 Tenure: The Officers shall take office at the start of the next regular meeting following their selection and shall hold office for a term of one (1) year, or until their successors are selected and assume office.

Section 5. OFFICER DUTIES.

- 5.1 The CHAIR shall:
- a) Preside at all meetings;
 - b) Appoint committees;
 - c) Periodically meet with City department staff;
 - d) Appoint an acting recording secretary for a meeting in which the recording secretary is absent; and
 - e) Perform such other duties as may be ordered or authorize by the P.E.G. Commission.
- 5.2 The VICE-CHAIR shall:
- a) Act in full capacity of the Chair in the absence of the Chair; and

- b) In the event that the office of the Chair becomes vacant, the Vice-Chair shall succeed to the office of the Chair for the unexpired term. The P.E.G. Commission shall then select a successor to the office of the Vice-Chair from its membership for the unexpired term.

5.3 The SECRETARY shall:

- a) Execute documents in the name of the P.E.G. Commission as authorized by the P.E.G. Commission;
- b) Be responsible for the minutes of each meeting and shall have them appropriately distributed;
- c) Keep attendance records and shall notify the City Manager, in writing, whenever any member of the P.E.G. Commission has three (3) consecutive unexcused absences from regularly schedule meetings; and
- d) Perform such other duties as the P.E.G. Commission may determine.

Section 6. VACANCIES / BOARD ABSENCES .

Vacancies shall be filled for unexpired terms in the same manner as original appointments.

In order to maintain the maximum participation of all appointed P.E.G. Commission members at all scheduled meetings, the following is the attendance guide and Board member replacement policy for “excused” or “unexcused” absences:

1. When appointed, each Board member should state his/her willingness and intention to attend each scheduled meeting of the P.E.G. Commission.
2. In the event of unplanned personal matters, business trips, family vacation trips, changed job requirements, sickness, or other physical disabilities that prohibit the Board member from attending the scheduled meeting, the Board Chair or staff liaison to the P.E.G. Commission should be notified as soon as possible prior to the time of the scheduled meeting of his/her inability to attend. The Board member upon this notification will receive an “excused absence” for the involved scheduled meeting.
3. If any Board member is absent from three (3) consecutive scheduled meetings without an “excused absence” for any of the three (3) meetings, the Board member shall be reported in writing to the City Manager. The City Manager will contact the Board member in writing and question his/her continued ability or interest in being on the Board, giving the member a chance to rectify the attendance issue or submit a resignation.
4. There will be no limit on the number of consecutive “excused absences” for any Board member. However, if the Board member is repeatedly absent for at least 50% of the yearly scheduled meetings, that member will also be reported in writing to the City Manager. The City Manager will contact the Board member in writing and question the member’s continued ability or interest to be on the Board. The Board member will be considered for an appointment nullification when the absences total six in the calendar year.

5. The appointment nullification action would be initiated by the City Manager and forwarded on to the City Council for official action.

Section 7. MEETINGS.

- 7.1 Regular Meetings: Meetings shall be held monthly to conduct the business of the Commission in accordance with Chapter 288 of the Manistee Code of Ordinances. All actions taken by the Commission shall be recorded by the Secretary and filed with the Manistee City Clerk. All meetings and Commission business shall comply with the Michigan Open Meetings Act

A meeting schedule shall be approved and posted at City Hall annually. The notice shall include the date, time and place of the meeting. Any changes in the date or time must also be posted in accordance to Michigan Open Meetings Act.

- 7.2 Quorum: ~~Four (4)~~ **Three (3)** members shall constitute a quorum for the transaction of business. In the event that a quorum is not present at a meeting, the meeting may be rescheduled and members duly notified of the meeting date. When a quorum is not present, discussion may proceed by consensus and recommendations brought back to the table at the next meeting.
- 7.3 Order of Business: The Chairperson, or designee, shall prepare an agenda for each meeting and the order of business shall follow in an orderly manner according to the agenda. A designated period for public comment shall be allowed. A time limit for discussion and/or comment may be set by the Chair.
- 7.4 Rules of Order: All meetings of the Commission shall be conducted in accordance with generally accepted parliamentary procedure, when needed, as adopted by City Council for all Boards and Commissions within the City of Manistee

Section 8. EXPENSE REIMBURSEMENT.

Commissioners shall be reimbursed by the City of Manistee for all pre-approved out-of-pocket expenses incurred in carrying out the official business of the P.E.G. Commission.

Section 9. CONFLICT OF INTEREST.

In the event that business being carried out by the Commission may have a personal or financial impact on a member of the Commission or their immediate family, or any corporation or business of which a Commissioner is an officer or director, the Commission member must disclose the conflict of interest and refrain from voting on that particular business. If any question of whether or not a conflict exists cannot be determined by the Commission, then the matter of the question shall immediately be referred in writing to the Manistee City Attorney for consultation and recommendation.

Section 10. ANNUAL REVIEW OF BYLAWS.

The Commission shall annually review their Bylaws at the regularly scheduled meeting in January.

Section 11. CHANGES OR AMENDMENTS.

All changes or amendments to the Bylaws must be approved by the majority of the P.E.G. Commission. Such proposed changes or amendments must be presented to all Commissioners in writing or electronically for consideration and may not be voted upon until the following regularly scheduled meeting. Bylaw changes or amendments must be presented to City Council for their approval.

I HEREBY CERTIFY that the above Bylaws and Rules of Procedure were adopted the 1st day of April 2019.

Barry Lind, P.E.G. Commission Chair

Date: _____

Approved by the Manistee City Council

Roger Zielinski, Mayor

Date: _____

Adopted by City Council: September 16, 1997

Amended: August 2005; January 10, 2011; August 20, 2013; February 10, 2014; April 1, 2019



PLANNING DEPARTMENT
Kyle Storey
Zoning Administrator
395 Third St. Manistee, Michigan 49660
(231) 398-3576
Fax (231) 398-3526
kstorey@manisteecountymi.gov

05/09/2019

Manistee City Council
70 Maple St.
Manistee, MI 49660



Dear Council,

A Parcel Split Request was received on April 17 by Mr. Denis Johnson, owner of 480 Water Street. Upon consultation with City Attorney, George Saylor III, it was determined that the legal description provided in application was sufficient enough to not need a survey.

His application and documents outline his request to:

- "Split Parcel No. 51-51-365-701-01 to convey the East 15 feet of Lot 6 and all of Lot 5, Block 1, of C.E. Marsh's Addition to the neighbor and parcel immediately to the West (Parcel No. 51-51-365-701-13)."

This agenda item was presented to the City of Manistee Planning Commission on May 2nd. The board unanimously voted in support of Mr. Johnson's lot split request. The Planning Department supports this decision.

Application and graphical documents supporting his request is attached and ready for City Council's action at May 21 meeting.

Regards,

Kyle Storey
Manistee County Planner/City Zoning Administrator



PAID

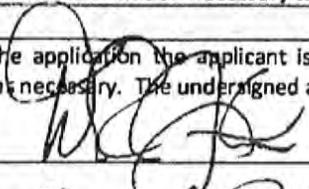
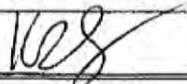
MAY 02 2019

Edward Bradford
CITY TREASURER

Planning & Zoning, City Hall
70 Maple Street
Manistee, MI 49660
231.398.2805 (phone)
231.723.1546 (fax)

Parcel Split and/or Combination Request Form

Please Print

Parcel Combination Requirements		
Any Split of a Parcel within the City of Manistee requires review and approval of the Planning Commission and City Council. Even if the Parcel contains platted lots approval is still required. Requests are reviewed for compliance with the Zoning Ordinance. If a request meets all of the requirements of the Zoning Ordinance it will be forwarded to the City Planning Commission. The Planning Commission reviews the request and makes recommendation to the City Council. Notification will be mailed to applicants regarding City Council's determination. Requests must include the fee of \$200.00 for the first split and \$75.00 for each additional split. Incomplete requests will be returned to the applicant. Must be submitted 15 days prior to the Planning Commission meeting to be placed on the agenda. The City does not conduct a title search for the property.		
To update their property taxes the property owner should send a copy of the determination to: County Equalization Department 415 Third Street Manistee, MI 49660		
If the parcel involves a principal residence or homestead it is up to the applicant to notify the City Assessor at (231) 398-2802 to update their Homestead Exemption.		
Property Information		
Address: 480 Water Street		Parcel # 51-51-365-701-01
Applicant Information		
Name of Owner: Denis R. Johnson and Emmy L. Johnson		
Address: 464 Fifth Street, Manistee, MI 49660		
Phone #: 231-723-3464	Cell#: 231-633-7643	e-mail: drjohnson464@sbcglobal.net
Project Information		
Reason for Request: To provide purchaser, whose dental practice is at 504 Water Street, an additional buffer next to his building		
Site Plan Requirements		
The applicant is responsible to provide a survey and legal descriptions of the proposed parcels (unless waived by the Zoning Administrator). If buildings or structures are located on a parcel a site plan showing set-backs is required. Requests are reviewed for compliance with the Zoning Ordinance. The Zoning Administrator reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.		
Authorization		
By signing the application the applicant is authorizing City Staff or Planning Commissioners permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct.		
Signature: 	Date: April 17, 2019	
Signature: 	Date: April 17, 2019	
<input type="checkbox"/> Fee of \$200.00 for the first split and \$75.00 for each additional split enclosed and Site Plan for project attached (permit cannot be issued without site plan)		
Office Use Only		
Fee: \$ 200	Receipt # 186863	
Notes:		
Signature: 	Date:	

NORTHERN GREAT LAKES REALTORS® MULTIPLE LISTING SERVICE LLC
BUY AND SELL AGREEMENT

Page 1 of 5

Selling Office: Coldwell Banker Commercial Premier Listing Office: Same
Selling REALTOR®: Michael Cruddle Listing REALTOR®: _____
Selling REALTOR®'s Email: mike@cbcpremier.com Listing REALTOR®'s Email: _____
Selling REALTOR®'s Phone: 231-620-9108 Listing REALTOR®'s Phone: _____
Date: 03/22/2019 at _____ AM PM

1. BUYER: The undersigned Buyer(s) Geoffrey R. Paine & Mary C. Paine (Buyer's
Legal Name) agrees to purchase the following described Real Property situated in the _____ City
of Manistee County of Manistee and State of Michigan.

MLS # _____ Tax No.: 51-385-701-01
Legal Description: E. 15' of lot 6 & all of lot 5, blk 1, Mrs Clara Marsh's add'n to the city

Property Address: 480 Water st
The Property is owned by: JOHNSON DENIS R & EMMY L

2. PRICE: The purchase price shall be \$
3. TERMS: The sale of the Property shall be consummated by delivery of a Warranty Deed or owner financing conveying marketable title upon compliance with sub paragraph _____ below:

- A. CASH SALE: Payment of full purchase price.
 B. CASH TO NEW MORTGAGE: Payment of the full purchase price, contingent upon Buyer's ability to obtain at Buyer's own expense a _____ mortgage loan in the amount of \$ _____
Buyer agrees to make application for a mortgage within three (3) business days of the Effective Date of this Agreement, and to furnish Seller evidence of the conditional loan commitment acceptable to Buyer within five (5) business days of the Effective Date of this Agreement.

C. OWNER FINANCING: See Addendum

The purchase money shall be paid in cash or by cashiers check to appropriate title company or escrow agent.

4. CLOSING: This sale is to be closed on or before 04/01/2019, unless otherwise agreed to in writing. The closing may be conducted by a title company or other escrow agent. The parties agree to equally divide the title company/escrow agent closing fee.

5. OIL, GAS, and MINERAL RIGHTS: If any, are included YES NO unless previously severed by former owner.

6. FIXTURES & IMPROVEMENTS: Sale to include all buildings, improvements, carpeting, screens, storm sash and doors, shrubbery, built-in kitchen appliances, TV antenna, plumbing and lighting fixtures, water softener (unless rented), fences, mailbox and garage door openers (including transmitters), heating and air conditioning equipment, if any, now on the property. Additions: Refrigerator . Oven/Range . Window Treatments . Dishwasher . Microwave . Washer . Dryer .

7. PRORATIONS: Rents, insurance, homeowner's association fees, condominium owner's association fees, road maintenance fees, fuel, sewer and water bills as well as other liens assumed or to be paid by the Buyer shall be prorated as of the date of closing. "Current Taxes" (defined as those taxes due in the calendar year the closing takes place) shall be prorated as of the date

Buyer's Initials: GP MP

Seller's Initials:

Mika Meyers PLC

Memorandum

To: Kyle Storey
From: George V. Saylor, III
Date: April 30, 2019
Subject: 480 Water Street Lot Split

I was asked to offer my opinion regarding the need for a survey or metes and bounds legal description regarding the lot split at 480 Water Street, Manistee. My understanding is that the split is for the current owner of Parcel No. 51-51-365-701-01 to convey the East 15 feet of Lot 6 and all of Lot 5, Block 1, of C. E. Marsh's Addition to the neighbor and parcel immediately to the West (Parcel No. 51-51-365-701-13). I am satisfied that the legal description of the East 15 feet of Lot 6 and all of Lot 5, Block 1, of C. E. Marsh's Addition, is a sufficient legal description for the conveyance, split, and addition of the property to the parcel immediately to the West.

SURVEY PLAT

Showing Lots 1 and 2, except the North 15 feet thereof and Lots 3, 4, 5 and the East 15 feet of Lot 6 of the Subdivision of Block No. 1 of Mrs. Clara E. Marsh's Addition to the Village (now city) of Manistee, Michigan.

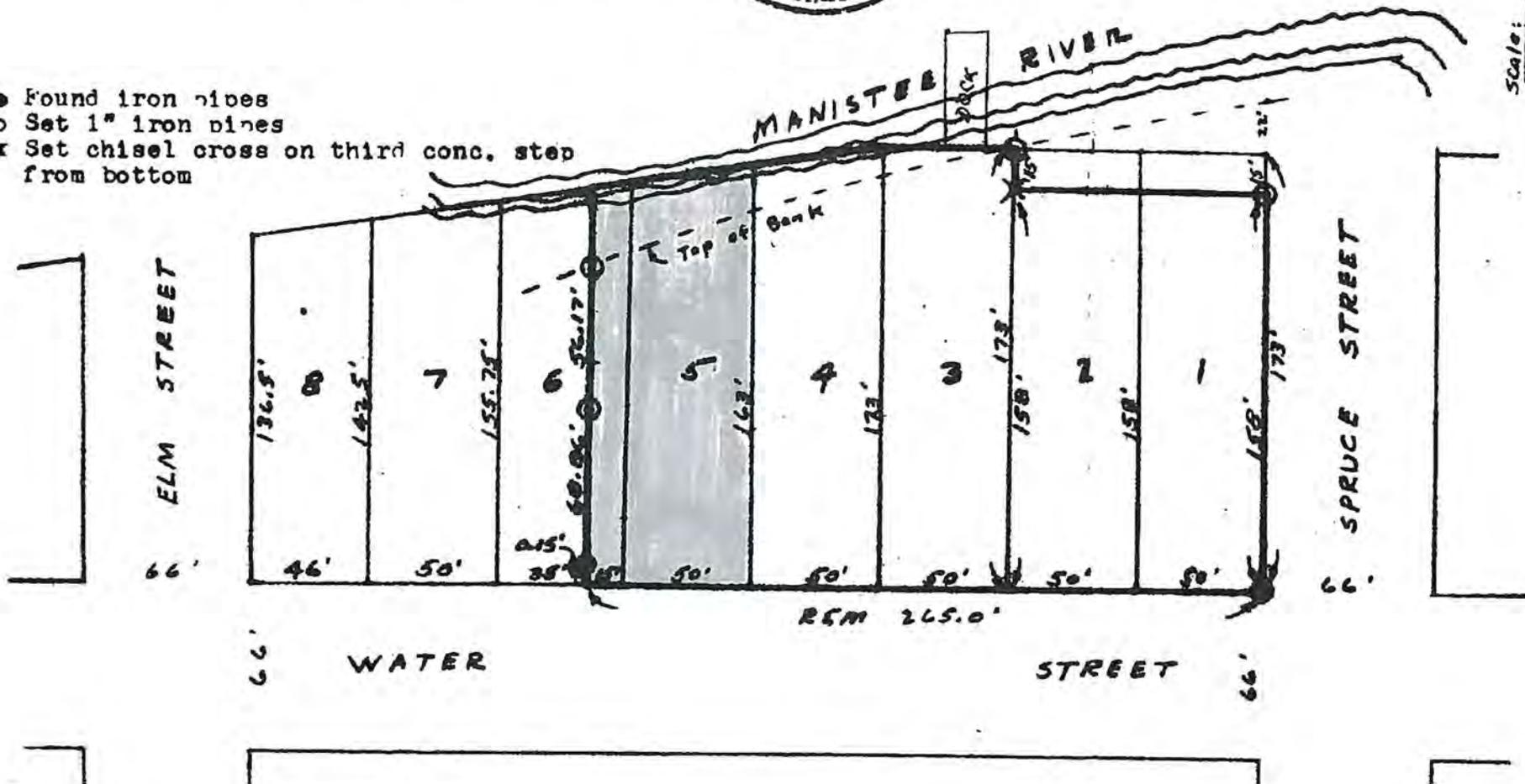
SURVEYED FOR: LaValle-Johnson Funeral Home
 480 Water Street
 Manistee, Michigan 49660

SURVEYED BY: Anthony M. Slawinski
 Anthony M. Slawinski
 R.L.S. No. 13597
 384 Seventh Street
 Manistee, Michigan 49660



N
 Scale: 1" = 60'
 Date: 3-21-79

- Found iron pipes
- Set 1" iron pipes
- x Set chisel cross on third conc. step from bottom



City of Manistee Police Department

70 Maple Street, Manistee, MI 49660-0358 · www.manisteemi.gov



Memo: Thad Taylor
From: Timothy E. Kozal
Re: Council Agenda item

Sir:

The American Legion Auxiliary, Post 10 is requesting permission to distribute "American Legion Poppy" in the City of Manistee at various locations on the following dates:

May 22, 2019
May 23, 2019
May 24, 2019

This event is the annual fundraiser.

There are no objections to this event and present no special problems for the city.

A handwritten signature in blue ink, appearing to read "Timothy E. Kozal".

Timothy E. Kozal
Manistee Director of Public Safety