

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, DECEMBER 17, 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.

IX. d.) Notification Regarding Next Work Session.

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

***V. Approval of Minutes.** Approval of the minutes of the November 26, 2019 work session, the December 3, 2019 regular meeting and the December 10, 2019 work session as attached.

VI. Financial Report.

*a.) PAYROLL.

*b.) INVOICES.

VII. Unfinished Business.

VIII. New Business.

a.) CONSIDERATION OF ORDINANCE 19-24 ADDING CHAPTER 1064 CHARGES FOR FIRE RUNS AND EMERGENCY SERVICES.

The Public Safety Department has requested a new cost recovery ordinance. The new ordinance would authorize the recovery of certain costs for fire runs and emergency services as authorized by Michigan Compiled Law 41.806a to provide for the collection of charges, to provide for exemptions, and to repeal all ordinances in conflict. City Council reviewed the proposed ordinance at their work session of November 26, 2019.

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.

At this time Council could take action to introduce Ordinance 19-24 Chapter 1064 for Fire Runs and Emergency Services.

b.) CONSIDERATION OF ESTABLISHING 2020 POVERTY EXEMPTION GUIDELINES AND NEW FEDERAL INCOME GUIDELINES AS APPROVED BY THE STATE TAX COMMISSION.

The adoption of a resolution establishing poverty exemption guidelines for exemption from property tax contributions is required in order for the Board of Review to grant poverty exemptions. The homestead of persons who the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390, 1994 (MCL 211.7u). The State Tax Commission requires that the City of Manistee adopt this resolution every year and approve the income guidelines, adopted by the State Tax Commission. The resolution states we used the Federal Income Guidelines and is substantially the same as last year's resolution.

At this time Council could take action to approve a resolution establishing 2020 Poverty Exemption Guidelines.

c.) CONSIDERATION OF INCREASING THE NUMBER OF MARIHUANA GROW LICENSES IN THE CITY.

The City currently allows 12 medical marihuana and 12 retail marihuana grow licenses. Given the interest expressed by entities wishing to obtain grow licenses there may be an insufficient number of grow licenses available. Staff is recommending that City Council allow an unlimited number of medical and recreational marihuana grow licenses.

At this time Council could take action to amend the appropriate ordinance(s) to allow for an unlimited number of medical recreational grow licenses in the City.

d.) CONSIDERATION OF ADOPTING A DECLARATION OF SHORELINE DISASTER REQUEST RESOLUTION.

The City of Manistee has experienced considerable shoreline erosion and property damage due to high water levels in the Great Lakes. The levels of the Great Lakes are forecasted to increase in 2020 and the erosion and damage will continue. The City needs the assistance of the State of Michigan and the Federal Government to help with shoreline erosion mitigation efforts.

At this time Council could take action to adopt the Declaration of Shoreline Disaster Request Resolution and ask that the State of Michigan declare the shoreline in Michigan as a disaster area and request assistance from the Federal Government.

e.) CONSIDERATION OF CHANGE TO THE SCHEDULE OF FEES.

City Council approves the Schedule of Fees with approval of its annual budget. The current Schedule of Fees does not include the fees for making a permit request to the Historic District Commission. It is being proposed that the fee for a permit request to the Historic District Commission be established at \$50.

The current Schedule of Fees does not include a specific fine for misdemeanor offenses under the City Ordinances and the request is that the fine be established at not less than \$250 or more than \$500 for each offense.

Also, the City has retaken the responsibility of electrical, plumbing and mechanical inspections, building inspection and plan review, through SAFEbuilt, but does not have an established fee schedule for those services. It is being proposed that the fees identified in the attachments to the City Attorney's memo be adopted as the fees to be charged in connection with the services identified.

At this time Council could take action to amend the Schedule of Fees to establish the fee for a request for permit to the Historic District Commission, establish a minimum and maximum fine for misdemeanor ordinance violations and establish the fees associated with the inspection services to be performed by SAFEbuilt as set forth in the City Attorney's memo to Council.

IX. Notices, Communications, Announcements.

- a.) PRESENTATION OF PROJECT RISING TIDE WRAP-UP.
- b.) CONSIDERATION OF A RESOLUTION OF THANKS AND APPRECIATION.

Lisette Reyes ends her Project Rising Tide Fellowship on December 20, 2019. Lisette has served our community in exemplary fashion and helped move the initiatives established by the Project Rising Steering Committee forward. In recognition of her efforts a resolution of thanks and appreciation is offered.

At this time Council could take action to adopt a resolution of thanks and appreciation for PRT Fellow Lisette Reyes.

- c.) A REPORT FROM THE CITY MANAGER.

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

The City Manager's Office annually prepares a comprehensive review of calendar year activities. That review provides City Council and the Community an opportunity to step back from day to day operations and take a longer look at what has been accomplished during the year.

No action is required on this item.

- *d.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, January 14, 2020 at 7:00 p.m. A discussion will be conducted on the Strategic Plan, RAD Conversion Plans, and a Substance Education & Awareness Sea Youth Presentation; and such business as may come before Council.

No action is required on this item.

e.) CONSIDERATION OF A RESOLUTION OF THANKS AND APPRECIATION.

At this time Council could take action to adopt a resolution of thanks and appreciation for retiring Executive Secretary Cindy Lokovich.

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:km

COUNCIL AGENDA ATTACHMENTS:

1. Council Work Session Minutes – November 26, 2019
2. Council Meeting Minutes – December 3, 2019
3. Council Work Session Minutes – December 10, 2019
4. Payroll Report
5. Invoices Report
6. Ordinance 19-24 Chapter 1064
7. Poverty Exemption Resolution
8. Marihuana Grow Licenses
9. Shoreline Disaster Resolution
10. Schedule of Fees
11. PRT City Council Final Report
12. Reyes Resolution
13. Lokovich Resolution

**MANISTEE CITY COUNCIL
WORK SESSION
MINUTES OF NOVEMBER 26, 2019**

The Manistee City Council met in a work session on Tuesday, November 26, 2019 at 7:00 pm, Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan 49660.

MEMBERS PRESENT: Dale Cooper, Lynda Beaton, Roger Zielinski, Jermaine Cipic, James Grabowski and Erin Pontiac

MEMBERS ABSENT: Michael Szymanski

ALSO PRESENT: City Manager, Department Directors, Public, and Media

Public Comments

Robert Hynes, RTMC Group, 50 Arthur St. – spoke against increasing the number of recreational marihuana licenses.

Ryan Fitzsimmons, 209 St. Mary’s Pkwy. and 70 Arthur St. - spoke in favor of increasing the number of recreational marihuana licenses.

Paul Adamski, 5915 Tompke Rd. - spoke against increasing the number of recreational marihuana licenses.

Robin Paulus of ECHO His Love, 525 Michael St. – provided information on Safe Harbor services for the homeless population of Manistee and the challenges it faces.

Melisa Bertram, Realtor, representing marihuana company developers – spoke in favor of increasing the number of recreational marihuana licenses.

Keith Zielinski, 5830 – 8 Mile Rd, Onekama – asked Councilmembers to consider the work already invested by current marihuana license applicants when deciding whether to increase the number of recreational licenses.

Joyce Reed, 177 – 8th St. – explained her work with Safe Harbor, which includes homeless families and children, and expressed the need for expanded services.

George Butler, Tabernacle Church Pastor, 547 – 1st St. – expressed the importance of preventing homelessness and providing low cost, smaller space housing options. Asked Council to consider changing square footage requirements to allow for tiny space living options.

Karen Goodman, 1925 – 12th St. – works with Community Mental Health as coordinator for Northwest Coalition to Eliminate Homelessness and would welcome working with the City along with all groups and agencies to address the needs of the homeless in Manistee County.

SUBSTANCE EDUCATION AND AWARENESS SEA YOUTH PRESENTATION – No presentation due to illness.

DISCUSSION ON DOWNTOWN DEVELOPMENT AUTHORITY TIF PLAN – Thrastos Eftaxiadis, DDA TIF Committee Chairperson, presented the DDA TIF Plan and explained that the current version being presented has 2 main changes: 1) Allocation of TIF revenues; 2) Length of TIF capture period changed to 25 years. The main project addressed in the TIF Plan is the West Shore Community College redevelopment of their River Street property, for which the college has requested \$750,000.

Discussion included:

- Costs/Financing
- Façade Improvements
- Parking Lot Options
- Economic Development
- Maintenance Agreement with the City
- Timeline for Approval
- Projects are Related to Goals of Project Rising Tide

West Shore Community College President Scott Ward explained that the college has 3 Missions/Goals for the River Street property: 1) Academic work force development which will include offering one full certification program; 2) Economic development for the community; and 3) Social Agency for Students.

CONSENSUS: Council would like to continue discussion on the DDA TIF Plan and directed staff to add this item to the December Work Session Agenda.

CHAMBER QUARTERLY ECONOMIC DEVELOPMENT UPDATE – Marc Miller – Mr. Miller presented the six priorities for Economic Development:

1. Business Retention, Attraction and Growth
2. Talent/Workforce Development
3. Tourism
4. Housing Needs

5. Growing Entrepreneurs
6. Building a Collaborative Environment

DISCUSSION ON DRAFT COST RECOVERY ORDINANCE – Public Safety Director Tim Kozal – Chief Kozal presented a proposed Ordinance to recoup costs for certain services provided by City of Manistee. Discussion included possible scenarios subject to cost recovery such as downed power lines, bomb threats, false alarms and excessive assistance requests.

CONSENSUS: Council directed staff to add the proposed cost recovery ordinance to the December 17, 2019 City Council meeting agenda as an action item.

DISCUSSION ON INCREASING THE NUMBER OF RECREATIONAL MARIHUANA LICENSES – Councilmembers discussed the possibility of increasing the number of recreational marihuana licenses in the City of Manistee.

CONSENSUS: There is no Council support for increasing the number of recreational marihuana licenses in the City of Manistee.

DISCUSSION ON MARIHUANA GROW LICENSES – City Manager Thad Taylor explained that he has contact with three potential developers interested in opening marihuana grow facilities in the City of Manistee. Discussion included increased job opportunities associated with additional grow facilities.

CONSENSUS: Council directed staff to research increasing the number of marihuana grow facility licenses and make a recommendation to Council.

DISCUSSION ON SAFE HARBOR AND HOMELESSNESS – Council discussed Safe Harbor and services it provides to the homeless population in Manistee County. Discussion included:

- Difficulty finding volunteers for the overnight shifts
- Area churches are providing a valuable service
- Possibility of daytime warming/empowerment center
- Zoning issues

CONSENSUS: Council directed staff to look into zoning issues regarding a daytime warming/empowerment center and smaller space housing options.

DISCUSSION ON COUNTY RESOLUTION DECLARING GREAT LAKES COAST A DISASTER AREA – City Manager Thad Taylor – City Manager Thad Taylor presented a resolution recently passed by the Manistee County Board of Commissioners declaring the Great Lakes Coast a disaster area. The County passed this resolution to start a conversation about the damage caused by recent high water levels. Manistee County Chairperson Jeff Dontz explained that this resolution has had an impact and the intent is to get the State of Michigan to declare a Disaster Area and then apply for federal relief funds.

CONSENSUS: Council directed staff to add a resolution declaring the Great Lakes Coast a disaster area to a future Council Meeting Agenda as an action item.

OTHER: None.

Adjourned at 8:30 pm.

Respectfully submitted,

Lora Y Laurain
Deputy Clerk

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – DECEMBER 3, 2019

A regular meeting of the Manistee City Council was called to order by his honor, Mayor Roger Zielinski on Tuesday, December 3, 2019 at 7:00 pm in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Lynda Beaton, Roger Zielinski, Jermaine Cipic, Michael Szymanski, James Grabowski, and Erin Pontiac

ABSENT: Dale Cooper

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Heather Pefley, DPW Director – Jeff Mikula, Finance Director – Ed Bradford (*arrived at 7:04*), Public Safety Director – Tim Kozal, and City Engineer – Shawn Middleton

CITIZEN COMMENTS ON AGENDA RELATED ITEMS

None

CONSENT AGENDA

- Minutes - November 19, 2019 - Regular Meeting
- Financial Reports
 - Cash Balances October 2019
 - Revenue & Expenses October 2019
- Notification Regarding Next Work Session – December 10, 2019, 7:00 pm
A discussion will be conducted on the annual RRC process to identify and prioritize redevelopment sites; and such business as may come before Council.

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

With a roll call vote this motion passed unanimously.

AYES: Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Pontiac

NAYS: None

CONSIDERATION OF COMMITTEE APPOINTMENTS.

Mayor Zielinski stated Council Committee appointments are as listed in the agenda packet.

Appointments included:

- Alternatives for Area Youth - Pontiac
- Audit Committee - Beaton/Chair, Pontiac, Szymanski
- Local Revenue Sharing Board - Zielinski
- MRA Board - Szymanski
- 911 Board Authority - Kozal
- Oil & Gas Investment Board - Zielinski/Chair, Pontiac, Bradford

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – DECEMBER 3, 2019

- Ordinance Committee - Grabowski/Chair, Szymanski, Cooper
- Sand Park Control Board - Pontiac, Mikula
- Utilities Committee - Szymanski/Chair, Cipcic, Cooper

City Manager Taylor made the following appointments to the Council Personnel Committee:

- Zielinski, Cipcic, Grabowski

CONSIDERATION OF A MUTUAL AID AGREEMENT WITH CLARE COUNTY.

The Manistee Police Department, in partnership with the Sleighbell Committee, has requested assistance from the Clare County Mounted Division. Clare County will assist with police presence and crowd control on December 7, 2019 during and after the Manistee Victorian Sleighbell Parade. The City Attorney has reviewed and approved the agreement.

MOTION by Szymanski, second by Grabowski action to approve the Clare County Mutual Aid Agreement.

With a roll call vote this motion passed unanimously.

AYES: Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Pontiac

NAYS: None

CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS.

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

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

AIRPORT AUTHORITY – One vacancy, term ending 11/30/22. This is the City's nomination to the County Airport Authority. Mayoral appointment.

Barry Peterson, 575 Eighth Street*

Mayor Zielinski appointed Barry Peterson, 575 Eighth Street, to the Airport Authority for a term ending 11/30/22. MOTION by Beaton, second by Grabowski to support the Mayor's appointment.

With a roll call vote this appointment was approved unanimously.

AYES: Beaton, Zielinski, Cipcic, Szymanski, Grabowski, and Pontiac

NAYS: None

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – DECEMBER 3, 2019

BOARD OF REVIEW – Two vacancies, one term (alternate) ending 12/31/22 and one term (regular) ending 12/31/22. Applicants shall be taxpaying electors of the City who are owners of property assessed for taxes in the City and, at the time of their appointment, are neither elected or appointed officials of the City; Council appointment.

Ed Kriskywicz, 387 River Street*

Beaton nominated Ed Kriskywicz, 387 River Street to the Board of Review for a regular term ending 12/31/22.

With a roll call vote this nomination passed unanimously.

AYES: Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Pontiac

NAYS: None

TREE COMMISSION – Three vacancies, terms ending 12/31/22; Mayoral appointment.

Gerald Haw, 421 Cedar Street*

Sue Verheek, 417 Second Street*

Patricia Sagala, 811 Oak Street*

Mayor Zielinski appointed Gerald Haw, 421 Cedar Street, to the Tree Commission for a term ending 12/31/22. MOTION by Pontiac, second by Szymanski to support the Mayor's appointment.

With a roll call vote this appointment was approved unanimously.

AYES: Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Pontiac

NAYS: None

Mayor Zielinski appointed Sue Verheek, 417 Second Street, to the Tree Commission for a term ending 12/31/22. MOTION by Grabowski, second by Cipic to support the Mayor's appointment.

With a roll call vote this appointment was approved unanimously.

AYES: Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Pontiac

NAYS: None

Mayor Zielinski appointed Patricia Sagala, 811 Oak Street, to the Tree Commission for a term ending 12/31/22. MOTION by Cipic, second by Szymanski to support the Mayor's appointment.

With a roll call vote this appointment was approved unanimously.

AYES: Beaton, Zielinski, Cipic, Szymanski, Grabowski, and Pontiac

NAYS: None

A REPORT FROM THE CITY CLERK.

Ms. Heather Pefley reported on the activities of the City Clerk's Office and responded to any questions the Council had regarding their activities.

CITIZEN COMMENT

None

OFFICIALS AND STAFF

Mikula gave an update on snow removal and leaf pickup.

COUNCILMEMBERS

Grabowski stated Councilmember Cooper was absent from tonight's meeting because of injuries sustained from a recent fall.

Szymanski reminded everyone this weekend is Sleighbell weekend; events starting Wednesday and the parade is at 5:30 on Saturday.

Beaton hoped everyone had a great Thanksgiving and enjoys the upcoming Sleighbell weekend.

Zielinski notified Councilmembers that forms for the City Manager's evaluation will be available at the next work session and wished everyone a wonderful weekend.

ADJOURN.

MOTION to adjourn was made by Beaton. Meeting adjourned at 7:26 p.m.

Heather Pefley CMC/CMMC, MiCPT
City Clerk

**MANISTEE CITY COUNCIL
WORK SESSION
MINUTES OF DECEMBER 10, 2019**

The Manistee City Council met in a work session on Tuesday, December 10, 2019 at 7:00 pm, Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan 49660.

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

MEMBERS ABSENT: None

ALSO PRESENT: City Manager, Department Directors, Public, and Media

Public Comments: None

ANNUAL RRC BOARD & COMMISSION DISCUSSION TO IDENTIFY & PRIORITIZE REDEVELOPMENT SITES – Zoning Administrator Kyle Storey along with Planning and Zoning Director Rob Carson led the annual joint meeting for the City Council, Planning Commission, HDC, BRA, DDA and ZBA for the review of sites to be featured for redevelopment on Zoom Prospector through the State of Michigan RRC Program. The annual joint meeting is required by the State of Michigan for Redevelopment Ready Communities. Storey presented an explanation of the program, the entities involved and their specific roles. Carson explained that the City can compile an extensive list of proposed sites, however the State of Michigan website is only able to market 3-5 sites.

Reviewed 2019 Potential Development Sites prioritized through Project Rising Tide:

61 Filer St.
200 River St.
51 Ninth St.
319 - 321 River St.
346 River St.
440 River St.
Water/Oak/Pine/First Streets (5 parcels)
451 – 453 River St.
480 Water St.
Consumer Energy – Water St.
30 Arthur St.

Reviewed 2018 Sites:

House of Flavors – not available for sale
PNC Bank – sold and removed
Hotel Northern
Glik's – sold and removed

The following suggestions were received for potential redevelopment sites:

Music Vault, River St.
Parcel on corner of First and Cedar Streets

The Planning Department will be presenting an updated list of potential redevelopment sites after compiling nominations from all other boards within the community and the Planning Commission reviewing those sites. Marketing work with the Chamber will then begin on the new property cards.

DISCUSSION ON DDA TIF Plan – Councilmember Beaton led the Council discussion with DDA Director Berard and DDA Boardmember Goodman regarding the proposed DDA TIF Plan. Discussion included funding allocated for the West Shore Community College River Street property, the City Master Contract, economic development, DDA Director handling contract management, possible partnering with Filer Township DDA and DDA website compliance.

CONSENSUS: Council was pleased with the overall proposed TIF Plan Document and City Master Contract. The Plan will go to the full DDA Board on Wednesday, December 11, 2019 for approval. Council also asked for assurance that the DDA website will be State compliant by the end of 2019.

OTHER:

Mayor Zielinski reported that the City of Manistee recently received two public safety grants through the Revenue Sharing Grant Program: \$5,990 for the Police Department; \$7,720 for the Fire Department.

Manager Taylor reported that DPW Director Mikula met with the City's insurance adjuster regarding the most recent damage to the Riverwalk. The insurance company may provide some type of work toward protecting the Riverwalk from further future damage. Mikula will also meet later this month with the Army Corps of Engineers regarding the wave study which was previously conducted and how it relates to the shoreline erosion we are currently experiencing. Future budget discussions will include funding options to protect the shoreline from erosion.

Mayor Zielinski asked for an update of the damage to First St. Pier. Taylor stated that the Corps of Engineers hasn't decided how to proceed yet, but they will be visiting the site when they are here for the meeting with Mikula later this month.

Councilmember Pontiac asked for an update on the Resolution Declaring the Great Lakes Coast a Disaster Area. Taylor responded that this resolution will be on the next regular Council meeting agenda.

Councilmember Grabowski inquired about staffing in the Police Department.

Adjourned at 7:55 pm.

Respectfully submitted,

Lora Y Laurain
Deputy Clerk

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2019 INCREASE (DECREASE) NORMAL	END BALANCE 11/30/2019 (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
Dept 101 - LEGISLATIVE					
101-101-702.000	WAGES - FULL TIME	2,254.35	11,271.75	27,052.00	41.67
101-101-709.000	COSTS - SOCIAL SECURITY	139.75	698.85	1,677.00	41.67
101-101-711.000	COSTS - MEDICARE	32.64	163.42	392.00	41.69
101-101-726.000	COSTS - WORKERS COMPENSATION	4.74	23.70	92.00	25.76
Total Dept 101 - LEGISLATIVE		2,431.48	12,157.72	29,213.00	41.62
Dept 172 - MANAGER					
101-172-702.000	WAGES - FULL TIME	12,465.46	62,327.29	165,238.00	37.72
101-172-708.000	COSTS - SUTA	0.00	0.00	45.00	0.00
101-172-709.000	COSTS - SOCIAL SECURITY	785.06	4,293.59	10,668.00	40.25
101-172-711.000	COSTS - MEDICARE	183.60	1,004.14	2,495.00	40.25
101-172-712.000	COSTS - IN LIEU OF BC/BS	338.64	2,031.84	4,023.00	50.51
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
101-172-715.000	WAGES - PHYSICAL FITNESS	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	1,056.00	5,280.00	12,671.00	41.67
101-172-718.000	COSTS - HEALTH INSURANCE	918.74	5,512.44	11,193.00	49.25
101-172-718.001	COSTS - HSA CONTRIBUTION	0.00	3,000.00	3,000.00	100.00
101-172-718.002	COSTS - DENTAL INSURANCE	103.36	620.16	1,318.00	47.05
101-172-718.003	COSTS - VISION / ANCILLIARY	19.38	96.90	237.00	40.89
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	1,600.00	4,800.00	33.33
101-172-725.000	COSTS - LIFE INSURANCE	45.51	273.06	558.00	48.94
101-172-726.000	COSTS - WORKERS COMPENSATION	52.09	305.54	771.00	39.63
101-172-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 172 - MANAGER		16,367.84	86,344.96	217,017.00	39.79
Dept 215 - CLERK					
101-215-702.000	WAGES - FULL TIME	8,580.84	42,904.20	110,953.00	38.67
101-215-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-215-708.000	COSTS - SUTA	0.00	0.00	45.00	0.00
101-215-709.000	COSTS - SOCIAL SECURITY	572.96	3,111.00	7,505.00	41.45
101-215-711.000	COSTS - MEDICARE	133.99	727.57	1,755.00	41.46
101-215-712.000	COSTS - IN LIEU OF BC/BS	800.00	4,800.00	9,600.00	50.00
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	500.00	0.00
101-215-717.000	COSTS - MERS CONTRIBUTION	1,759.00	8,795.00	21,118.00	41.65
101-215-718.000	COSTS - HEALTH INSURANCE	0.00	0.00	0.00	0.00
101-215-718.001	COSTS - HSA CONTRIBUTION	0.00	0.00	0.00	0.00
101-215-718.002	COSTS - DENTAL INSURANCE	0.00	0.00	0.00	0.00
101-215-718.003	COSTS - VISION / ANCILLIARY	0.00	0.00	0.00	0.00
101-215-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-215-723.000	COSTS - RETIREE HEALTH CARE	(1,000.00)	0.00	3,000.00	0.00
101-215-725.000	COSTS - LIFE INSURANCE	43.66	261.96	381.00	68.76
101-215-726.000	COSTS - WORKERS COMPENSATION	34.74	206.66	527.00	39.21
101-215-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 215 - CLERK		10,925.19	60,806.39	155,384.00	39.13
Dept 247 - BOARD OF REVIEW					
101-247-704.000	WAGES - PART-TIME	0.00	100.00	2,000.00	5.00
101-247-709.000	COSTS - SOCIAL SECURITY	0.00	6.20	124.00	5.00
101-247-711.000	COSTS - MEDICARE	0.00	1.46	29.00	5.03
101-247-726.000	COSTS - WORKERS COMPENSATION	0.00	0.40	9.00	4.44
Total Dept 247 - BOARD OF REVIEW		0.00	108.06	2,162.00	5.00
Dept 253 - FINANCE / TREASURER					
101-253-702.000	WAGES - FULL TIME	18,022.34	82,819.52	210,591.00	39.33
101-253-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-253-708.000	COSTS - SUTA	4.56	4.56	68.00	6.71
101-253-709.000	COSTS - SOCIAL SECURITY	1,102.92	5,548.47	13,460.00	41.22
101-253-711.000	COSTS - MEDICARE	257.95	1,297.63	3,148.00	41.22
101-253-712.000	COSTS - IN LIEU OF BC/BS	400.00	2,400.00	4,800.00	50.00
101-253-713.000	WAGES - OVERTIME	0.00	0.00	200.00	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	1,500.00	0.00
101-253-716.000	COSTS - ICMA CONTRIBUTION	182.30	182.30	0.00	100.00
101-253-717.000	COSTS - MERS CONTRIBUTION	1,408.00	7,040.00	16,894.00	41.67

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2019 :REASE (DECREASE)ORMAL	END BALANCE 11/30/2019 (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
101-253-718.000	COSTS - HEALTH INSURANCE	2,291.36	9,967.56	28,193.00	35.35
101-253-718.001	COSTS - HSA CONTRIBUTION	1,000.00	5,500.00	6,000.00	91.67
101-253-718.002	COSTS - DENTAL INSURANCE	129.15	559.70	1,647.00	33.98
101-253-718.003	COSTS - VISION / ANCILLIARY	36.43	131.35	425.00	30.91
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	51.68	0.00	100.00
101-253-725.000	COSTS - LIFE INSURANCE	83.16	406.56	611.00	66.54
101-253-726.000	COSTS - WORKERS COMPENSATION	72.93	398.97	1,003.00	39.78
Total Dept 253 - FINANCE / TREASURER		24,991.10	116,308.30	288,540.00	40.31
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	704.00	3,520.00	8,447.00	41.67
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	0.00	0.00	0.00	0.00
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		704.00	3,520.00	8,447.00	41.67
Dept 262 - ELECTIONS					
101-262-704.000	WAGES - PART-TIME	1,903.50	1,903.50	6,690.00	28.45
101-262-709.000	COSTS - SOCIAL SECURITY	0.00	0.00	0.00	0.00
101-262-711.000	COSTS - MEDICARE	0.00	0.00	0.00	0.00
101-262-726.000	COSTS - WORKERS COMPENSATION	7.68	7.68	32.00	24.00
Total Dept 262 - ELECTIONS		1,911.18	1,911.18	6,722.00	28.43
Dept 265 - CITY HALL BUILDINGS & GROUNDS					
101-265-702.000	WAGES - FULL TIME	4,158.91	20,794.57	54,066.00	38.46
101-265-708.000	COSTS - SUTA	0.00	0.00	23.00	0.00
101-265-709.000	COSTS - SOCIAL SECURITY	244.61	1,339.84	3,557.00	37.67
101-265-711.000	COSTS - MEDICARE	57.21	313.35	832.00	37.66
101-265-713.000	WAGES - OVERTIME	0.00	38.99	300.00	13.00
101-265-717.000	COSTS - MERS CONTRIBUTION	352.00	1,760.00	4,224.00	41.67
101-265-718.000	COSTS - HEALTH INSURANCE	918.74	5,512.44	11,193.00	49.25
101-265-718.001	COSTS - HSA CONTRIBUTION	0.00	3,000.00	3,000.00	100.00
101-265-718.002	COSTS - DENTAL INSURANCE	51.68	312.68	659.00	47.45
101-265-718.003	COSTS - VISION / ANCILLIARY	9.69	48.45	119.00	40.71
101-265-724.000	COSTS - VEHICLE ALLOWANCE	250.00	1,000.00	3,000.00	33.33
101-265-725.000	COSTS - LIFE INSURANCE	9.24	55.44	111.00	49.95
101-265-726.000	COSTS - WORKERS COMPENSATION	176.85	1,013.50	257.00	394.36
Total Dept 265 - CITY HALL BUILDINGS & GROUNDS		6,228.93	35,189.26	81,341.00	43.26
Dept 301 - POLICE					
101-301-702.000	WAGES - FULL TIME	52,247.93	257,655.20	687,135.00	37.50
101-301-704.000	WAGES - PART-TIME	1,612.50	8,581.00	32,615.00	26.31
101-301-708.000	COSTS - SUTA	0.00	1.34	304.00	0.44
101-301-709.000	COSTS - SOCIAL SECURITY	99.98	532.02	1,092.00	48.72
101-301-711.000	COSTS - MEDICARE	909.89	5,254.17	10,778.00	48.75
101-301-712.000	COSTS - IN LIEU OF BC/BS	1,354.92	8,164.82	16,282.00	50.15
101-301-713.000	WAGES - OVERTIME	5,112.61	30,336.89	36,000.00	84.27
101-301-713.002	WAGES - OT UNDERAGE DRINKING GRANT	0.00	0.00	3,000.00	0.00
101-301-714.000	WAGES - LONGEVITY PAY	0.00	0.00	0.00	0.00
101-301-715.000	WAGES - PHYSICAL FITNESS	0.00	127.50	6,500.00	1.96
101-301-717.000	COSTS - MERS CONTRIBUTION	14,526.50	74,530.47	171,496.00	43.46
101-301-718.000	COSTS - HEALTH INSURANCE	7,460.76	44,764.56	104,986.00	42.64
101-301-718.001	COSTS - HSA CONTRIBUTION	0.00	21,000.00	22,500.00	93.33
101-301-718.002	COSTS - DENTAL INSURANCE	449.97	2,699.82	6,478.00	41.68
101-301-718.003	COSTS - VISION / ANCILLIARY	117.98	589.91	1,610.00	36.64

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 11/30/2019 :REASE (DECREASE)ORMAL	END BALANCE 11/30/2019 (ABNORMAL)	2019-20 AMENDED BUDGET	% BDGT USED
Fund 101 - GENERAL FUND					
Expenditures					
101-301-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-301-721.000	COSTS - UNIFORM/CLEANING ALLO	585.10	1,919.19	10,900.00	17.61
101-301-723.000	COSTS - RETIREE HEALTH CARE	(1,500.00)	0.00	4,500.00	0.00
101-301-724.000	COSTS - VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00
101-301-725.000	COSTS - LIFE INSURANCE	175.56	1,053.38	2,179.00	48.34
101-301-726.000	COSTS - WORKERS COMPENSATION	1,555.75	9,552.99	21,857.00	43.71
101-301-727.000	WAGES - HOL/VAC/SICK SELBACK	4,890.64	11,876.68	25,000.00	47.51
Total Dept 301 - POLICE		89,600.09	478,639.94	1,165,212.00	41.08
Dept 336 - FIRE					
101-336-702.000	WAGES - FULL TIME	33,467.02	168,288.52	453,700.00	37.09
101-336-704.000	WAGES - PART-TIME	0.00	0.00	0.00	0.00
101-336-708.000	COSTS - SUTA	0.00	11.51	191.00	6.03
101-336-709.000	COSTS - SOCIAL SECURITY	0.00	0.00	0.00	0.00
101-336-711.000	COSTS - MEDICARE	521.57	3,445.39	6,378.00	54.02
101-336-712.000	COSTS - IN LIEU OF BC/BS	959.00	6,943.30	8,182.00	84.86
101-336-713.000	WAGES - OVERTIME	2,862.17	32,688.16	38,000.00	86.02
101-336-713.005	WAGES - OT FF PA 604	370.87	2,359.44	5,000.00	47.19
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	13,194.50	66,285.80	155,353.00	42.67
101-336-718.000	COSTS - HEALTH INSURANCE	5,785.90	34,715.40	97,176.00	35.72
101-336-718.001	COSTS - HSA CONTRIBUTION	0.00	18,000.00	24,000.00	75.00
101-336-718.002	COSTS - DENTAL INSURANCE	355.24	2,131.44	6,917.00	30.81
101-336-718.003	COSTS - VISION / ANCILLIARY	95.59	477.94	1,761.00	27.14
101-336-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-336-721.000	COSTS - UNIFORM/CLEANING ALLO	(240.00)	456.25	8,000.00	5.70
101-336-722.000	COSTS - FOOD ALLOWANCE	0.00	227.75	6,560.00	3.47
101-336-723.000	COSTS - RETIREE HEALTH CARE	(3,250.00)	0.00	10,500.00	0.00
101-336-725.000	COSTS - LIFE INSURANCE	120.12	838.79	1,514.00	55.40
101-336-726.000	COSTS - WORKERS COMPENSATION	1,389.06	9,518.64	22,108.00	43.06
101-336-727.000	WAGES - HOL/VAC/SICK SELBACK	0.00	9,066.37	38,000.00	23.86
Total Dept 336 - FIRE		55,631.04	355,454.70	887,340.00	40.06
Dept 441 - PUBLIC WORKS					
101-441-702.000	WAGES - FULL TIME	51,341.24	254,382.92	629,302.00	40.42
101-441-704.000	WAGES - PART-TIME	230.00	11,270.00	18,000.00	62.61
101-441-708.000	COSTS - SUTA	0.00	30.50	360.00	8.47
101-441-709.000	COSTS - SOCIAL SECURITY	3,263.43	18,824.36	43,929.00	42.85
101-441-711.000	COSTS - MEDICARE	763.24	4,402.47	10,274.00	42.85
101-441-712.000	COSTS - IN LIEU OF BC/BS	800.00	4,800.00	14,400.00	33.33
101-441-713.000	WAGES - OVERTIME	2,817.93	15,125.75	29,000.00	52.16
101-441-713.001	WAGES - 2E STANDBY PAY	878.56	6,693.60	16,831.00	39.77
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	1,000.00	0.00
101-441-716.000	COSTS - ICMA CONTRIBUTION	234.89	1,219.30	2,804.00	43.48
101-441-717.000	COSTS - MERS CONTRIBUTION	4,010.21	20,019.81	46,362.00	43.18
101-441-718.000	COSTS - HEALTH INSURANCE	11,374.16	68,244.96	124,470.00	54.83
101-441-718.001	COSTS - HSA CONTRIBUTION	0.00	33,000.00	33,000.00	100.00
101-441-718.002	COSTS - DENTAL INSURANCE	637.30	3,823.80	9,114.00	41.96
101-441-718.003	COSTS - VISION / ANCILLIARY	155.74	778.70	2,213.00	35.19
101-441-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-441-721.000	COSTS - UNIFORM/CLEANING ALLO	684.83	3,426.06	7,000.00	48.94
101-441-722.000	COSTS - FOOD ALLOWANCE	0.00	0.00	0.00	0.00
101-441-723.000	COSTS - RETIREE HEALTH CARE	(2,500.00)	43.04	10,250.00	0.42
101-441-725.000	COSTS - LIFE INSURANCE	166.32	997.92	1,812.00	55.07
101-441-726.000	COSTS - WORKERS COMPENSATION	3,058.37	18,871.41	48,358.00	39.02
101-441-727.000	WAGES - HOL/VAC/SICK SELBACK	0.00	0.00	40,000.00	0.00
Total Dept 441 - PUBLIC WORKS		77,916.22	465,954.60	1,088,479.00	42.81
Dept 701 - PLANNING & ZONING					
101-701-702.000	WAGES - FULL TIME	0.00	0.00	0.00	0.00
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	0.00	0.00
101-701-709.000	COSTS - SOCIAL SECURITY	0.00	0.00	0.00	0.00
101-701-711.000	COSTS - MEDICARE	0.00	0.00	0.00	0.00
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	1,056.00	5,280.00	12,671.00	41.67
101-701-718.000	COSTS - HEALTH INSURANCE	0.00	0.00	0.00	0.00
101-701-718.001	COSTS - HSA CONTRIBUTION	0.00	0.00	0.00	0.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR		2019-20 AMENDED BUDGET	% BDGT USED
		MONTH 11/30/2019 INCREASE (DECREASE)	END BALANCE 11/30/2019 NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND					
Expenditures					
101-701-718.002	COSTS - DENTAL INSURANCE	0.00	0.00	0.00	0.00
101-701-718.003	COSTS - VISION / ANCILLIARY	0.00	0.00	0.00	0.00
101-701-718.004	COSTS - HRA PAYMENTS/FEES	0.00	0.00	0.00	0.00
101-701-723.000	COSTS - RETIREE HEALTH CARE	(1,250.00)	219.06	3,000.00	7.30
101-701-724.000	COSTS - VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00
101-701-725.000	COSTS - LIFE INSURANCE	0.00	0.00	0.00	0.00
101-701-726.000	COSTS - WORKERS COMPENSATION	0.00	0.00	0.00	0.00
101-701-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	0.00	0.00
Total Dept 701 - PLANNING & ZONING		(194.00)	5,499.06	15,671.00	35.09
Dept 751 - PARKS & RECREATION					
101-751-702.000	WAGES - FULL TIME	7,140.80	35,079.56	92,830.00	37.79
101-751-704.000	WAGES - PART-TIME	2,934.00	35,623.63	56,000.00	63.61
101-751-708.000	COSTS - SUTA	0.30	97.31	185.00	52.60
101-751-709.000	COSTS - SOCIAL SECURITY	618.16	5,264.94	9,816.00	53.64
101-751-711.000	COSTS - MEDICARE	144.56	1,231.33	2,296.00	53.63
101-751-713.000	WAGES - OVERTIME	352.58	5,597.28	8,500.00	65.85
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	500.00	0.00
101-751-717.000	COSTS - MERS CONTRIBUTION	671.17	3,355.51	8,054.00	41.66
101-751-718.000	COSTS - HEALTH INSURANCE	2,075.92	12,455.52	25,290.00	49.25
101-751-718.001	COSTS - HSA CONTRIBUTION	0.00	6,000.00	4,500.00	133.33
101-751-718.002	COSTS - DENTAL INSURANCE	116.27	697.62	1,482.00	47.07
101-751-718.003	COSTS - VISION / ANCILLIARY	27.07	135.35	331.00	40.89
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	544.42	1,200.00	45.37
101-751-723.000	COSTS - RETIREE HEALTH CARE	(1,250.00)	240.58	1,500.00	16.04
101-751-725.000	COSTS - LIFE INSURANCE	18.48	110.88	222.00	49.95
101-751-726.000	COSTS - WORKERS COMPENSATION	327.89	2,944.67	5,021.00	58.65
101-751-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	1,000.00	0.00
Total Dept 751 - PARKS & RECREATION		13,177.20	109,378.60	219,227.00	49.89
TOTAL EXPENDITURES		299,690.27	1,731,272.77	4,164,755.00	41.57
Fund 592 - WATER UTILITY					
Expenditures					
Dept 541 - ADMINISTRATION					
592-541-717.000	COSTS - MERS CONTRIBUTION	0.00	0.00	0.00	0.00
Total Dept 541 - ADMINISTRATION		0.00	0.00	0.00	0.00
Dept 542 - WATER OPERATION					
592-542-702.000	WAGES - FULL TIME	15,769.94	73,296.82	204,993.00	35.76
592-542-708.000	COSTS - SUTA	0.00	0.00	91.00	0.00
592-542-709.000	COSTS - SOCIAL SECURITY	998.83	5,407.18	14,422.00	37.49
592-542-711.000	COSTS - MEDICARE	233.61	1,264.67	3,373.00	37.49
592-542-713.000	WAGES - OVERTIME	514.23	5,176.06	9,250.00	55.96
592-542-713.001	WAGES - 2E STANDBY PAY	1,285.86	7,288.50	17,363.00	41.98
592-542-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	1,000.00	0.00
592-542-717.000	COSTS - MERS CONTRIBUTION	1,321.65	7,436.10	16,635.00	44.70
592-542-718.000	COSTS - HEALTH INSURANCE	4,509.50	24,861.87	54,935.00	45.26
592-542-718.001	COSTS - HSA CONTRIBUTION	0.00	12,000.00	11,250.00	106.67
592-542-718.002	COSTS - DENTAL INSURANCE	251.92	1,446.88	3,212.00	45.05
592-542-718.003	COSTS - VISION / ANCILLIARY	65.69	311.06	804.00	38.69
592-542-721.000	COSTS - UNIFORM/CLEANING ALLO	119.00	676.60	3,500.00	19.33
592-542-722.000	COSTS - FOOD ALLOWANCE	0.00	0.00	0.00	0.00
592-542-723.000	COSTS - RETIREE HEALTH CARE	(1,250.00)	240.58	3,000.00	8.02
592-542-725.000	COSTS - LIFE INSURANCE	36.97	212.57	444.00	47.88
592-542-726.000	COSTS - WORKERS COMPENSATION	451.35	2,758.14	7,616.00	36.22
592-542-727.000	WAGES - HOL/VAC/SICK SELLBACK	0.00	0.00	1,500.00	0.00
Total Dept 542 - WATER OPERATION		24,308.55	142,377.03	353,388.00	40.29
TOTAL EXPENDITURES		24,308.55	142,377.03	353,388.00	40.29
Fund 593 - SEWER UTILITY					
Expenditures					

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	ACTIVITY FOR		END BALANCE	2019-20	% BDGT
		MONTH 11/30/2019	11/30/2019			
		INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 593 - SEWER UTILITY						
Expenditures						
Dept 543 - SEWER OPERATIONS						
593-543-702.000	WAGES - FULL TIME	18,618.25	109,245.36	283,914.00	38.48	
593-543-708.000	COSTS - SUTA	0.00	0.00	136.00	0.00	
593-543-709.000	COSTS - SOCIAL SECURITY	1,205.34	7,549.84	19,367.00	38.98	
593-543-711.000	COSTS - MEDICARE	281.89	1,765.61	4,530.00	38.98	
593-543-713.000	WAGES - OVERTIME	1,336.09	7,322.06	26,250.00	27.89	
593-543-713.001	WAGES - 2E STANDBY PAY	0.00	621.76	1,200.00	51.81	
593-543-715.000	WAGES - PHYSICAL FITNESS	0.00	0.00	1,000.00	0.00	
593-543-717.000	COSTS - MERS CONTRIBUTION	1,833.97	9,413.60	19,123.00	49.23	
593-543-718.000	COSTS - HEALTH INSURANCE	4,271.06	30,564.13	51,755.00	59.06	
593-543-718.001	COSTS - HSA CONTRIBUTION	0.00	15,000.00	11,250.00	133.33	
593-543-718.002	COSTS - DENTAL INSURANCE	238.98	1,708.92	3,047.00	56.09	
593-543-718.003	COSTS - VISION / ANCILLIARY	57.97	358.04	730.00	49.05	
593-543-721.000	COSTS - UNIFORM/CLEANING ALLOW	460.92	1,510.93	4,620.00	32.70	
593-543-723.000	COSTS - RETIREE HEALTH CARE	0.00	0.00	111.00	0.00	
593-543-725.000	COSTS - LIFE INSURANCE	36.95	361.96	1,510.00	23.97	
593-543-726.000	COSTS - WORKERS COMPENSATION	289.28	1,904.27	5,296.00	35.96	
593-543-727.000	WAGES - HOL/VAC/SICK SELLBACK	599.39	599.39	2,500.00	23.98	
Total Dept 543 - SEWER OPERATIONS		29,230.09	187,925.87	436,339.00	43.07	
TOTAL EXPENDITURES		29,230.09	187,925.87	436,339.00	43.07	
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	40.00	17,945.02	25,000.00	71.78	
594-000-708.000	COSTS - SUTA	0.10	50.98	63.00	80.92	
594-000-709.000	COSTS - SOCIAL SECURITY	2.48	1,293.31	1,562.00	82.80	
594-000-711.000	COSTS - MEDICARE	0.58	302.47	365.00	82.87	
594-000-713.000	WAGES - OVERTIME	0.00	134.06	200.00	67.03	
594-000-726.000	COSTS - WORKERS COMPENSATION	1.20	620.44	902.00	68.78	
Total Dept 000		44.36	20,346.28	28,092.00	72.43	
TOTAL EXPENDITURES		44.36	20,346.28	28,092.00	72.43	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 000							
101-000-004.000	11/06/19	PETTY CASH	PETTY CASH REIMBURSEMENT	11/06/2019	11/12/19	12.60	48402
101-000-255.000	09/16/19	AMOR SIGN STUDIOS INC	CANNON PLAQUE	11408	11/25/19	1,214.25	1496
Total For Dept 000						1,226.85	
Dept 101 LEGISLATIVE							
101-101-915.000	11/14/19	MANISTEE CHAMBER OF COMMERCE	MEMBERSHIP DUES	29904	11/21/19	700.00	48452
Total For Dept 101 LEGISLATIVE						700.00	
Dept 172 MANAGER							
101-172-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	1,056.00	1494
101-172-915.000	10/29/19	MANISTEE ROTARY CLUB	ANNUAL MEMBERSHIP DUES	503	11/12/19	160.00	48395
101-172-915.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	175.00	48405
101-172-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	300.00	1479
101-172-933.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	16.99	48405
101-172-983.000	11/07/19	TEAM FINANCIAL GROUP INC.	CONTRACT #40020817-1 COPIER W2H6XO	19407	11/25/19	165.26	1513
Total For Dept 172 MANAGER						1,873.25	
Dept 215 CLERK							
101-215-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	1,759.00	1494
101-215-723.000	11/06/19	MICHELLE WRIGHT	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1478
101-215-752.000	10/26/19	JACKPINE BUSINESS CENTERS	TONER, BATTERIES, CALENDAR REFILL	447663-0	11/12/19	196.99	48383
101-215-752.000	10/25/19	MICHIGAN ELECTION RESOURCES	ELECTION SUPPLIES FOR NOV19 CITY EL	10604	11/12/19	98.23	48398
101-215-752.000	11/02/19	AMAZON CAPITAL SERVICES, INC	USB HUB ADSS3FR44DBF1	17CK-DX74-X16T	11/14/19	7.99	1463
101-215-752.000	11/15/19	JACKPINE BUSINESS CENTERS	POCKET FILE FOLDERS	448414-0	11/21/19	39.94	48447
101-215-900.000	10/31/19	THE PIONEER GROUP	OCTOBER 2019 ADVERTISEMENTS	41100167 OCT2019	11/12/19	448.10	48403
101-215-900.000	11/12/19	MANISTEE COUNTY REGISTER OF	RECORDING FEE SPECIAL USE PERMIT 70	P219-043	11/12/19	30.00	48392
101-215-913.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	218.00	48405
101-215-913.000	11/12/19	HEATHER PEFLEY	TRAVEL REIMBURSEMENT AV MEETING LAN	20191112	11/25/19	213.83	1507
101-215-915.000	11/07/19	MICHIGAN ASSOC. OF MUNICIPAL (2020 MEMBERSHIP - LAURAIN	2020 MAMC LAURAI	11/12/19	60.00	48390
101-215-915.000	11/07/19	MICHIGAN ASSOC. OF MUNICIPAL (2020 MEMBERSHIP - H. PEFLEY	2020 MAMC PEFLEY	11/12/19	60.00	48390
101-215-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	450.00	1479
101-215-933.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	16.99	48405
Total For Dept 215 CLERK						3,849.07	
Dept 253 FINANCE / TREASURER							
101-253-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	1,408.00	1494
101-253-723.000	11/12/19	DELTA DENTAL	DECEMBER 19 RETIREE DENTAL	2634 DEC 2019	11/21/19	51.68	48434
101-253-723.000	11/18/19	VISION SERVICE PLAN	DECEMBER 19 RETIREE VISION	30083266 DEC 201	11/21/19	9.69	48478
101-253-752.000	10/29/19	JACKPINE BUSINESS CENTERS	TONER	447663-1	11/12/19	59.97	48383
101-253-752.000	10/26/19	JACKPINE BUSINESS CENTERS	TONER, BATTERIES, CALENDAR REFILL	447663-0	11/12/19	44.93	48383
101-253-752.000	11/09/19	JACKPINE BUSINESS CENTERS	INDEX, ERASE STAB/ FINGERTIP MOISTE	448239-0	11/21/19	16.45	48447
101-253-752.000	11/18/19	MICHIGAN NOTARY SERVICE	NOTARY PACKAGE WITH BOND KALI OWENS	2019 K OWENS	11/21/19	67.40	48458
101-253-801.000	10/21/19	JEFFERSON SOLUTIONS, INC	GASB 75 VALUATION REPORT	75-191021-34	11/12/19	2,950.00	48386
101-253-900.000	11/13/19	JACKPINE BUSINESS CENTERS	TAX NEWSLETTER	448332-0	11/21/19	266.40	48447
101-253-913.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	2,083.85	48405
101-253-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	450.00	1479
101-253-933.000	11/01/19	BS&A SOFTWARE, INC.	SANNUAL SERVICE/SUPPORT FEE PER CON	126331	11/12/19	6,870.00	48362
101-253-933.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	52.99	48405
Total For Dept 253 FINANCE / TREASURER						14,331.36	
Dept 257 ASSESSOR							
101-257-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	704.00	1494
101-257-801.000	11/06/19	GREAT LAKES ASSESSING INC	PROFESSIONAL ASSESSING SERVICE	11/06/2019	11/14/19	6,692.00	1474

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 257 ASSESSOR							
101-257-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	150.00	1479
Total For Dept 257 ASSESSOR						7,546.00	
Dept 262 ELECTIONS							
101-262-752.000	10/25/19	MICHIGAN ELECTION RESOURCES	ELECTION SUPPLIES FOR NOV19 CITY EL	10604	11/12/19	303.47	48398
Total For Dept 262 ELECTIONS						303.47	
Dept 265 CITY HALL BUILDINGS & GROUNDS							
101-265-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	352.00	1494
101-265-752.000	10/16/19	CDM MOBILE SHREDDING LLC	ONSITE SHREDDING	90547	11/12/19	65.00	48364
101-265-752.000	10/23/19	PURE WATER WORKS INC	PURIFIED WATER	333382	11/12/19	32.00	48406
101-265-752.000	11/05/19	FAMILY FARM & HOME - MANISTEE	SALT BROADCASTER	5502/16	11/12/19	99.99	48373
101-265-752.000	11/04/19	GILL-ROYS HARDWARE	FOR THE CHILLER & BOILERS PUMPS,	1911-649564	11/12/19	3.79	48377
101-265-752.000	11/01/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1911-637608	11/12/19	10.08	48377
101-265-752.000	11/13/19	CDM MOBILE SHREDDING LLC	ON SITE SHREDDING NOVEMBER 2019	90759	11/21/19	65.00	48429
101-265-752.000	11/12/19	GILL-ROYS HARDWARE	SCOOP SHOVEL FOR THE STEPS	1911-680540	11/21/19	36.99	48443
101-265-752.000	11/08/19	GILL-ROYS HARDWARE	BATTERY FOR STUD FINDER FOR T.V. MO	1911-665000	11/21/19	6.49	48443
101-265-752.000	11/07/19	X-CEL CHEMICAL SPECIALTIES CO.	JANITORIAL SUPPLIES	75807	11/21/19	286.75	48481
101-265-752.000	11/12/19	AMAZON CAPITAL SERVICES, INC	WIRELESS KEYBOARD/MOUSE COMBO	19KM-VHF6-XN3P	11/25/19	41.98	1495
101-265-752.000	11/20/19	PURE WATER WORKS INC	PURIFIED WATER	334382	11/21/19	38.00	48464
101-265-801.000	10/21/19	SPICER GROUP INC	EPR126455G2019 BUILDING AND PARKING	198570	11/25/19	745.80	1512
101-265-850.000	10/19/19	AT&T	MONTHLY SERVICE 171-799-4036 001	7000590502 2019	11/12/19	454.41	48357
101-265-850.000	11/01/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE - 70 MAPLE ST	0076258110119	11/12/19	51.38	48365
101-265-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	595.79	1468
101-265-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	1,949.05	48366
101-265-921.000	11/07/19	DTE ENERGY	MONTHLY GAS UTILITY 70 MAPLE ST	10/9-11/6/19CTYH	11/21/19	327.98	48437
101-265-930.000	10/25/19	GILL-ROYS HARDWARE	LEAF GUARD FOR THE GUTTER ON THE SH	1910-613117	11/12/19	4.59	48377
101-265-930.000	10/25/19	GILL-ROYS HARDWARE	POLEBARN STEEL FOR THE SHED ROOF OV	1910-612021	11/12/19	172.99	48377
101-265-930.000	11/08/19	AMAZON CAPITAL SERVICES, INC	ADSS3FR44DBFI - TV WALL MOUNT	176K-WXK1-VD4L	11/14/19	68.99	1463
101-265-930.000	11/14/19	PERSONAL PLUMBING INC	BAD VACUUM BREAKER IN POLICE LOBBY	1911-1147	11/21/19	126.01	48462
101-265-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	150.00	1479
Total For Dept 265 CITY HALL BUILDINGS & GROUNDS						5,685.06	
Dept 275 GENERAL							
101-275-802.000	10/23/19	MIKA MEYERS BECKETT & JONES	SEPTEMBER SERVICES - BLIGHT ENFORCE	638010	11/14/19	19.00	1480
101-275-802.000	10/24/19	MIKA MEYERS BECKETT & JONES	SEPTEMBER GENERAL LEGAL	638044	11/14/19	4,455.00	1480
101-275-804.000	10/23/19	MIKA MEYERS BECKETT & JONES	SEPTEMBER- GENERAL LABOR	638009	11/14/19	2,600.00	1480
101-275-806.000	10/23/19	MIKA MEYERS BECKETT & JONES	SEPTEMBER PROSECUTING ATTY	638006	11/14/19	344.00	1480
101-275-851.000	11/08/19	EASYPERMIT POSTAGE	OCTOBER PERMIT 109 POSTAGE	0723-7170 NOV 20	11/25/19	1,153.10	1504
101-275-852.000	11/11/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE 70 MAPLE ST SB	0138918111119	11/21/19	159.96	48430
101-275-853.000	10/19/19	VERIZON WIRELESS	9/20-10/19/19 SERVICE & EQUIPMENT 4	9840430164	11/12/19	936.96	48418
101-275-920.001	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	9,367.75	48366
101-275-920.001	11/13/19	CONSUMERS ENERGY	ELECTRIC UTILITY	OCT/NOV 2019	11/21/19	7,147.74	48431
101-275-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	306.57	1479
101-275-933.000	05/08/19	MICROSOFT CORPORATION	CREDIT ONLINE SERVICES	E0100855B5	11/14/19	(178.32)	1479
101-275-946.000	10/21/19	SPICER GROUP INC	SEPT 2019 GEN ENG 126455SG2018	198572	11/14/19	1,200.00	1487
Total For Dept 275 GENERAL						27,511.76	
Dept 301 POLICE							
101-301-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	14,526.50	1494
101-301-721.000	10/28/19	MANISTEE CLEANING SOLUTIONS	UNIFORM DRY CLEANING	58683	11/12/19	215.05	48385
101-301-721.000	10/04/19	SNYDER SHOE CORP	BOOT PURCHASES - BRUCE /SHANDS	275022-495/557	11/12/19	298.75	48408
101-301-723.000	11/06/19	DAVID BACHMAN	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1464

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 301 POLICE							
101-301-723.000	11/06/19	JOHN S RILEY	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1483
101-301-752.000	10/23/19	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	1WT6-1WC4-3YJY	11/14/19	54.73	1463
101-301-752.000	10/19/19	VERIZON WIRELESS	9/20-10/19/19 SERVICE & EQUIPMENT 4	9840430164	11/12/19	299.99	48418
101-301-752.000	10/31/19	AMAZON CAPITAL SERVICES, INC	ADSS3FR44DBFI - SUREGE PROTECTORS	1P4C-33HG-6Y3D	11/14/19	18.18	1463
101-301-752.000	10/22/19	DERMATEC DIRECT	GLOVES	1504467	11/12/19	52.29	48369
101-301-752.000	10/28/19	WAHR HARDWARE, INC.	SHIPPING COSTS/UPS CHARGES	C185306	11/14/19	93.55	1492
101-301-752.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	203.66	48405
101-301-752.000	11/13/19	AMAZON CAPITAL SERVICES, INC	CARDIAC BATTERY/ STICKY NOTES/LABEL	17CP-FMKL-JJVR	11/25/19	353.69	1495
101-301-770.000	11/06/19	BLARNEY CASTLE FLEET PROGRAM	10/6-11/6/19 FUEL CHARGES	BC177 NOV 19	11/25/19	1,600.10	1498
101-301-900.000	10/31/19	THE PIONEER GROUP	ADVERTISING	42102299 OCT2019	11/12/19	60.00	48404
101-301-913.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	90.95	48405
101-301-913.000	07/08/19	STATE OF MICHIGAN - MSP	TRAINING	551-543065	11/12/19	3,000.00	48411
101-301-913.000	11/06/19	RAUL VASQUEZ	TRAVEL REIMBURSEMENT TASER TRAINING	20191106	11/25/19	13.00	1515
101-301-932.000	10/28/19	TELE-RAD INC.	VEHICLE/RADIO WORK	894899	11/14/19	369.48	1488
101-301-932.000	11/04/19	AUTO VALUE \ AUTO-WARES GROUP	AUTO SUPPLIES	256-1029812	11/12/19	159.99	48358
101-301-932.000	11/12/19	MANISTEE TIRE SERVICE	VEHICLE TIRES	77936	11/21/19	656.00	48456
101-301-932.000	11/12/19	MANISTEE TIRE SERVICE	VEHICLE	77938	11/21/19	656.00	48456
101-301-932.000	11/12/19	GILL-ROY'S HARDWARE	VEHICLE KEYS	1911-680616	11/21/19	4.98	48443
101-301-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	1,050.00	1479
101-301-933.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	16.99	48405
101-301-985.000	10/28/19	TOP LINE ELECTRIC LLC	NEW ANTENNAS FOR POLICE DEPT UPGRAD	12706	11/14/19	1,553.46	1489
Total For Dept 301 POLICE						25,847.34	
Dept 336 FIRE							
101-336-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	13,194.50	1494
101-336-721.000	10/25/19	SNYDER SHOE CORP	BOOT PURCHASE - HASKIN	275022-1291	11/12/19	250.00	48408
101-336-723.000	11/06/19	DOUGLAS O DOMINICK	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1470
101-336-723.000	11/06/19	MARK A MODJESKI	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1481
101-336-723.000	11/06/19	SID SCRINGER	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1484
101-336-723.000	11/06/19	TIMM H SMITH	RETIREE CASH STIPEND	11/06/2019	11/14/19	250.00	1485
101-336-752.000	10/08/19	DOUGLASS SAFETY SYSTEMS, LLC	HELMET SHIELD	45530	11/14/19	71.00	1471
101-336-752.000	10/18/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE 281 1ST ST	0073420101819	11/12/19	145.61	48365
101-336-752.000	10/19/19	VERIZON WIRELESS	9/20-10/19/19 SERVICE 342080794-000	9840419772	11/12/19	14.04	48418
101-336-752.000	11/03/19	AMAZON CAPITAL SERVICES, INC	STATION SUPPLIES -ADSS3FR44DBFI	1WV3-MDVT-YMD7	11/14/19	188.35	1463
101-336-752.000	10/30/19	FASTENAL COMPANY	BATTERIES	MIMAN145474	11/14/19	30.00	1472
101-336-752.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	194.40	48405
101-336-752.000	11/01/19	SPARTANNASH	OCTOBER 2019 CHARGES	OCTOBER 2019	11/14/19	19.59	1486
101-336-770.000	11/06/19	BLARNEY CASTLE FLEET PROGRAM	10/6-11/6/19 FUEL CHARGES	BC177 NOV 19	11/25/19	619.29	1498
101-336-777.000	10/21/19	J & B MEDICAL SUPPLY	MED SUPPLIES	5798034	11/14/19	267.80	1475
101-336-777.000	10/22/19	PRAXAIR DISTRIBUTION INC	OXYGEN	92607938	11/14/19	37.53	1482
101-336-777.000	11/07/19	J & B MEDICAL SUPPLY	MEDICAL SUPPLY ORDER	5843721	11/25/19	180.16	1508
101-336-791.000	11/01/19	FIRE PROGRAMS	FIRE PROGRAMS SERVICE CONTRACT	7720	11/21/19	2,482.00	48441
101-336-801.000	11/01/19	THE ACCUMED GROUP	BILLING FEE	23322	11/12/19	2,469.88	48355
101-336-801.000	10/25/19	UPS STORE #4718	SHIPPING	9324	11/12/19	44.35	48417
101-336-801.000	11/07/19	ROBERT W LAMSON , PHD	EVALUATION FIREFIGHTER	2862	11/21/19	465.00	48451
101-336-801.000	11/05/19	NYE UNIFORM COMPANY	UNIFORMS	720023	11/21/19	12.00	48461
101-336-801.000	10/21/19	SPICER GROUP INC	EPRI26455G2019 BUILDING AND PARKING	198570	11/25/19	745.80	1512
101-336-900.000	10/30/19	JACKPINE BUSINESS CENTERS	RUN FORMS	447853-0	11/12/19	112.00	48383
101-336-913.000	10/31/19	BRANDON NELSON	TRAVEL REIMBURSEMENT PARAMEDIC SCHO	20191031	11/14/19	736.84	1466
101-336-913.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	22.00	48405
101-336-913.000	11/15/19	BRANDON NELSON	TRAVEL REIMBURSEMENT PARAMEDIC SCHO	20191115	11/25/19	271.36	1499
101-336-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	183.99	1468
101-336-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	302.94	48366

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 336 FIRE							
101-336-921.000	11/07/19	DTE ENERGY	MONTHL GAS UTILITY - 281 FIRST ST	10/9-11/6/19FIRE	11/21/19	285.10	48437
101-336-930.000	10/18/19	TOP LINE ELECTRIC LLC	EXTERIOR LIGHT REPAIR	12674	11/14/19	288.03	1489
101-336-931.000	10/16/19	DOUGLASS SAFETY SYSTEMS, LLC	AIR PACK REPAIR	45579	11/14/19	243.09	1471
101-336-931.000	10/21/19	AUTO VALUE \ AUTO-WARES GROUP	SMALL ENGINE MAINTENANCE	256-1028652	11/12/19	20.77	48358
101-336-931.000	10/31/19	AUTO VALUE \ AUTO-WARES GROUP	HYDRANT PUMP REPAIR SUPPLIES	256-1029518	11/12/19	33.00	48358
101-336-931.000	11/15/19	BRANDON NELSON	TRAVEL REIMBURSEMENT PARAMEDIC SCHO	20191115	11/25/19	40.08	1499
101-336-931.000	11/04/19	BREATHING AIR SYSTEMS	MAINTENANCE	1105376-IN	11/25/19	441.50	1500
101-336-931.000	10/31/19	DOUGLASS SAFETY SYSTEMS, LLC	HELMET	45700	11/25/19	403.52	1502
101-336-932.000	11/04/19	ACCURATE TRUCK SERVICE	M5 SERVICE	166586	11/12/19	561.95	48356
101-336-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	450.00	1479
Total For Dept 336 FIRE						26,827.47	
Dept 441 PUBLIC WORKS							
101-441-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	4,010.21	1494
101-441-721.000	10/21/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2553778	11/12/19	7.67	48367
101-441-721.000	10/21/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2553780	11/12/19	14.47	48367
101-441-721.000	10/28/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2559351	11/12/19	7.67	48367
101-441-721.000	10/28/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2559353	11/12/19	14.47	48367
101-441-721.000	11/04/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2564934	11/12/19	14.47	48367
101-441-721.000	11/04/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2564932	11/12/19	7.67	48367
101-441-721.000	11/12/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2570727	11/21/19	7.67	48432
101-441-721.000	11/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2576420	11/21/19	7.67	48432
101-441-721.000	11/12/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2570729	11/21/19	14.47	48432
101-441-721.000	11/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2576422	11/21/19	14.47	48432
101-441-721.000	11/10/19	DONNA TAYLOR	WINTER JACKETS	4430	11/21/19	607.88	48475
101-441-723.000	11/12/19	DELTA DENTAL	DECEMBER 19 RETIREE DENTAL	2634 DEC 2019	11/21/19	43.04	48434
101-441-723.000	11/18/19	PRIORITY HEALTH	RETIREE HEALTH INSURANCE 12/2019	20191201	11/21/19	438.12	48463
101-441-752.000	10/23/19	AMAZON CAPITAL SERVICES, INC	ADSS3FR44DBFI - GPS RECEIVER	1NKK-66VL-P7TD	11/14/19	25.53	1463
101-441-752.000	10/22/19	PRAXAIR DISTRIBUTION INC	OXYGEN	92607938	11/14/19	45.53	1482
101-441-752.000	10/22/19	GILL-ROYS HARDWARE	SUPPLIES	1910-601347	11/12/19	71.64	48377
101-441-752.000	11/04/19	FASTENAL COMPANY	WELDING SUPPLIES	MIMAN145514	11/14/19	57.25	1472
101-441-752.000	10/29/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145447	11/14/19	67.91	1472
101-441-752.000	10/31/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145499	11/14/19	99.53	1472
101-441-752.000	10/25/19	FASTENAL COMPANY	SUPPLIES	MIMAN145419	11/14/19	24.99	1472
101-441-752.000	11/04/19	FASTENAL COMPANY	WELDING SUPPLIES	MIMAN145526	11/14/19	30.18	1472
101-441-752.000	11/04/19	FASTENAL COMPANY	STOCK SUPPLIES	MIMAN145528	11/14/19	13.79	1472
101-441-752.000	11/04/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145527	11/14/19	10.39	1472
101-441-752.000	11/05/19	PRAXAIR DISTRIBUTION INC	SUPPLIES	92955605	11/14/19	30.46	1482
101-441-752.000	10/31/19	WAHR HARDWARE, INC.	SUPPLIES	C185446	11/14/19	31.38	1492
101-441-752.000	11/07/19	AUTO VALUE \ AUTO-WARES GROUP	SUPPLIES	256-1030136	11/12/19	89.94	48358
101-441-752.000	10/25/19	AUTO VALUE \ AUTO-WARES GROUP	SUPPLIES	256-1029087	11/12/19	18.87	48358
101-441-752.000	11/01/19	FAMILY FARM & HOME - MANISTEE	SUPPLIES	5493/H	11/12/19	19.47	48373
101-441-752.000	10/24/19	JACKPINE BUSINESS CENTERS	SUPPLIES	447600-0	11/12/19	47.97	48383
101-441-752.000	10/31/19	FASTENAL COMPANY	SUPPLIES	MIMAN145490	11/25/19	147.92	1505
101-441-752.000	11/08/19	GILL-ROYS HARDWARE	SUPPLIES	1911-664508	11/21/19	23.99	48443
101-441-752.000	11/08/19	GILL-ROYS HARDWARE	SUPPLIES	1911-665280	11/21/19	340.93	48443
101-441-752.000	11/19/19	AMAZON CAPITAL SERVICES, INC	SUPPLIES	1K3C-6LP4-3LQV	11/25/19	118.88	1495
101-441-752.000	11/18/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145704	11/25/19	116.36	1505
101-441-752.000	11/14/19	GILL-ROYS HARDWARE	SUPPLIES	1911-691307	11/21/19	19.78	48443
101-441-752.000	11/06/19	MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS FEE	20212	11/21/19	955.25	48457
101-441-770.000	11/06/19	BLARNEY CASTLE FLEET PROGRAM	10/6-11/6/19 FUEL CHARGES	BC177 NOV 19	11/25/19	2,945.56	1498
101-441-801.000	10/28/19	TOP LINE ELECTRIC LLC	RIVER STREET CLOCK	12711	11/14/19	295.00	1489
101-441-850.000	11/12/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE - 280 WASHINGTON ST	0140088111219	11/21/19	39.99	48430

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 441 PUBLIC WORKS							
101-441-900.000	10/31/19	THE PIONEER GROUP	OCTOBER 2019 ADVERTISEMENTS	41100167 OCT2019	11/12/19	177.80	48403
101-441-913.000	11/11/19	AMAZON CAPITAL SERVICES, INC	CHIPPER LIGHTS	1G36-9QK7-47XW	11/25/19	79.99	1495
101-441-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	72.10	1468
101-441-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	1,032.28	48366
101-441-921.000	11/07/19	DTE ENERGY	MONTHLY GAS UTILITY - 280 WASHINGTO	10/9-11/6/19DPW	11/21/19	881.75	48437
101-441-930.000	10/30/19	TOP LINE ELECTRIC LLC	FIRST ST BANNER POLE	12734	11/25/19	3,340.00	1514
101-441-931.000	10/30/19	AUTO VALUE \ AUTO-WARES GROUP # 135		256-1029453	11/12/19	24.52	48358
101-441-931.000	10/30/19	AUTO VALUE \ AUTO-WARES GROUP # 164		256-1029421	11/12/19	52.07	48358
101-441-931.000	10/30/19	AUTO VALUE \ AUTO-WARES GROUP # 164		256-1029425	11/12/19	160.77	48358
101-441-931.000	10/29/19	AUTO VALUE \ AUTO-WARES GROUP	LEAF PUSHER	256-1029200	11/12/19	297.38	48358
101-441-931.000	10/28/19	AUTO VALUE \ AUTO-WARES GROUP # 164		256-1029227	11/12/19	128.99	48358
101-441-931.000	11/05/19	FREEMAN CREEK EQUIPMENT INC	POLE SAW REPAIR	18070	11/12/19	3.60	48375
101-441-931.000	11/08/19	AMAZON CAPITAL SERVICES, INC	CHIPPER LIGHTS	1T6K-WXK1-FGJR	11/25/19	44.99	1495
101-441-931.000	11/11/19	AMAZON CAPITAL SERVICES, INC	CHIPPER LIGHTS	1G36-9QK7-47XW	11/25/19	51.29	1495
101-441-931.000	11/15/19	BELL EQUIPMENT COMPANY	MB REPAIR	0162322	11/25/19	63.12	1497
101-441-931.000	11/13/19	FASTENAL COMPANY	#152	MIMAN145649	11/25/19	22.28	1505
101-441-931.000	11/13/19	FASTENAL COMPANY	#152	MIMAN145648	11/25/19	47.60	1505
101-441-931.000	11/07/19	AIS CONSTRUCTION EQUIPMENT	#150	T96800	11/21/19	421.43	48424
101-441-931.000	11/05/19	GRAINGER	MB - SNOWBLOWER	9345277231	11/21/19	28.08	48444
101-441-932.000	10/31/19	AUTO VALUE \ AUTO-WARES GROUP	PLOW TRUCK SUPPLIES	256-1029502	11/12/19	282.82	48358
101-441-932.000	10/31/19	KIMBALL MIDWEST	VEHICLE SUPPLIES	7515988	11/12/19	53.94	48388
101-441-932.000	11/08/19	AUTO VALUE \ AUTO-WARES GROUP # 143		256-1030289	11/21/19	279.84	48426
101-441-932.000	11/08/19	GILL-ROYS HARDWARE	SUPPLIES	1911-664508	11/21/19	7.49	48443
101-441-932.000	11/13/19	ROAD EQUIPMENT PARTS CENTER	# 143	473401	11/25/19	35.11	1511
101-441-932.000	11/08/19	AUTO VALUE \ AUTO-WARES GROUP # 135/136		256-1030232	11/21/19	73.18	48426
101-441-932.000	11/08/19	AUTO VALUE \ AUTO-WARES GROUP # 131		256-1030294	11/21/19	141.99	48426
101-441-932.000	11/13/19	AUTO VALUE \ AUTO-WARES GROUP # 134		256-1030669	11/21/19	59.05	48426
101-441-932.000	11/13/19	AUTO VALUE \ AUTO-WARES GROUP # 143		256-1030688	11/21/19	63.89	48426
101-441-932.000	11/12/19	AUTO VALUE \ AUTO-WARES GROUP # 137		256-1030594	11/21/19	69.52	48426
101-441-932.000	11/12/19	AUTO VALUE \ AUTO-WARES GROUP # 137		256-1030592	11/21/19	4.66	48426
101-441-932.000	11/12/19	AUTO VALUE \ AUTO-WARES GROUP	CREDIT - WORK LAMP EXCHANGE	256-1030597	11/21/19	(10.47)	48426
101-441-932.000	11/12/19	BLARNEY CASTLE OIL CO.	SALTERS	IN1153474	11/21/19	316.27	48428
101-441-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	300.00	1479
101-441-933.000	11/08/19	DTN, LLC	WEATHER STATION	5644044	11/25/19	450.00	1503
101-441-954.000	11/18/19	FASTENAL COMPANY	CHRISTMAS DECORATIONS	MIMAN145683	11/25/19	17.14	1505
101-441-954.000	11/14/19	FASTENAL COMPANY	SLEIGH	MIMAN145653	11/25/19	9.65	1505
101-441-954.000	11/15/19	FASTENAL COMPANY	SLEIGH	MIMAN145677	11/25/19	8.80	1505
101-441-954.000	11/18/19	FASTENAL COMPANY	SLEIGH REPAIR	MIMAN145696	11/25/19	2.20	1505
101-441-954.000	11/19/19	FASTENAL COMPANY	CHRISTMAS DECORATIONS	MIMAN145711	11/25/19	124.78	1505
101-441-954.000	11/18/19	HARBOR STEEL & SUPPLY CORP.	SLEIGH REPAIR	04249263	11/25/19	28.15	1506
101-441-954.000	11/19/19	WAHR HARDWARE, INC.	CHRISTMAS DECORATIONS	C186385	11/25/19	17.50	1516
101-441-954.000	11/20/19	AUTO VALUE \ AUTO-WARES GROUP	CHRISTMAS DECORATIONS	256-1031220	11/21/19	2.22	48426
101-441-954.000	11/15/19	FAMILY FARM & HOME - MANISTEE	SLEIGH REPAIR	5531/H	11/21/19	43.98	48440
101-441-954.000	11/19/19	GILL-ROYS HARDWARE	CHRISTMAS DECORATIONS	1911-708647	11/21/19	41.86	48443
Total For Dept 441 PUBLIC WORKS						20,252.05	
Dept 701 PLANNING & ZONING							
101-701-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	1,056.00	1494
101-701-723.000	11/18/19	PRIORITY HEALTH	RETIREE HEALTH INSURANCE 12/2019	20191201	11/21/19	219.06	48463
101-701-887.000	10/31/19	THE PIONEER GROUP	OCTOBER 2019 ADVERTISEMENTS	41100167 OCT2019	11/12/19	101.80	48403
101-701-933.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C	11/12/19	16.99	48405
Total For Dept 701 PLANNING & ZONING						1,393.85	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 751 PARKS & RECREATION							
101-751-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	671.17	1494
101-751-723.000	11/12/19	DELTA DENTAL	DECEMBER 19 RETIREE DENTAL	2634 DEC 2019	11/21/19	21.52	48434
101-751-723.000	11/18/19	PRIORITY HEALTH	RETIREE HEALTH INSURANCE 12/2019	20191201	11/21/19	219.06	48463
101-751-723.000	11/18/19	VISION SERVICE PLAN	DECEMBER 19 RETIREE VISION	30083266 DEC 2019	11/21/19	6.35	48478
101-751-752.000	10/22/19	FASTENAL COMPANY	SUPPLIES	MIMAN145354	11/14/19	9.98	1472
101-751-752.000	10/21/19	FASTENAL COMPANY	SUPPLIES	MIMAN145337	11/14/19	61.12	1472
101-751-752.000	10/29/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145447	11/14/19	67.91	1472
101-751-752.000	10/31/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145499	11/14/19	99.53	1472
101-751-752.000	10/25/19	WAHR HARDWARE, INC.	SUPPLIES	C185095	11/14/19	28.68	1492
101-751-752.000	10/25/19	WAHR HARDWARE, INC.	SUPPLIES	C185127	11/14/19	5.29	1492
101-751-752.000	10/29/19	AUTO VALUE \ AUTO-WARES GROUP	SUPPLIES	256-1029279	11/12/19	17.38	48358
101-751-752.000	11/18/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145704	11/25/19	116.36	1505
101-751-752.000	11/19/19	WAHR HARDWARE, INC.	SUPPLIES	C186352	11/25/19	23.99	1516
101-751-752.000	11/06/19	MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS FEE	20212	11/21/19	173.69	48457
101-751-770.000	11/06/19	BLARNEY CASTLE FLEET PROGRAM	10/6-11/6/19 FUEL CHARGES	BC177 NOV 19	11/25/19	436.67	1498
101-751-801.000	10/21/19	SPICER GROUP INC	EPR126455G2019 BUILDING AND PARKING	198570	11/25/19	745.80	1512
101-751-850.000	10/22/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE - 110 S LAKESHORE D	0139478102219	11/12/19	39.99	48365
101-751-850.000	11/10/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE 108 LAKESHORE DR	0138926111019	11/21/19	39.99	48430
101-751-886.000	10/31/19	MANISTEE COUNTY TRANSPORTATION	PARKS TOUR	6284	11/21/19	102.00	48453
101-751-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	973.45	1468
101-751-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	1,671.26	48366
101-751-921.000	11/07/19	DTE ENERGY	MONTHLY GAS UTILITY - 580 MAPLE ST	10/8-11/7/19TEEN	11/21/19	54.91	48437
101-751-930.000	10/21/19	FASTENAL COMPANY	RESTROOM SUPPLIES	MIMAN145320	11/14/19	280.81	1472
101-751-930.000	10/22/19	FASTENAL COMPANY	RESTROOM SUPPLIES	MIMAN145343	11/14/19	38.16	1472
101-751-930.000	10/22/19	FASTENAL COMPANY	ROCKET PARK	MIMAN145345	11/14/19	17.52	1472
101-751-930.000	10/18/19	TOP LINE ELECTRIC LLC	MARINA PARK	12670	11/14/19	317.79	1489
101-751-930.000	10/17/19	OLSON LUMBER COMPANY	RIVERWALK	113543	11/12/19	19.59	48400
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	COASTGUARD/5TH AVE PIER	141436	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	HAMLIN FIELD	141437	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	LIONS CLUB	141438	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	MACK PARK	141439	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	MAN MADE LAKE	141440	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	9TH ST BOAT LAUNCH	141441	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	RIETZ PARK	141442	11/14/19	160.89	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	ROCKET PARK	141443	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	ROTARY PARK	141444	11/14/19	185.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	SANDS PARK	141445	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	WATER TOWER	141446	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	ARTHUR ST BOAT LAUNCH	141435	11/14/19	85.00	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	BALL FIELD	141434	11/14/19	75.89	1467
101-751-930.000	11/01/19	C & W PORTABLES & SEPTIC	1ST ST LOWER LOT	141433	11/14/19	85.00	1467
101-751-930.000	10/30/19	FASTENAL COMPANY	BEACHES - SNOW FENCE	MIMAN145478	11/14/19	50.14	1472
101-751-930.000	10/29/19	FASTENAL COMPANY	BEACHES - SNOW FENCE	MIMAN145443	11/14/19	52.45	1472
101-751-930.000	10/28/19	TOP LINE ELECTRIC LLC	5TH AVENUE EMERGENCY PHONE	12708	11/14/19	109.00	1489
101-751-930.000	10/28/19	TOP LINE ELECTRIC LLC	RIVER ST FOUNTAIN	12710	11/14/19	168.00	1489
101-751-930.000	10/18/19	TOP LINE ELECTRIC LLC	5TH AVENUE	12673	11/14/19	514.07	1489
101-751-930.000	11/06/19	WAHR HARDWARE, INC.	DUFFY PARK	C185779	11/14/19	27.99	1492
101-751-930.000	10/16/19	CADILLAC PLUMBING-HEATING	LIGHTHOUSE PARK	769379	11/12/19	14.02	48363
101-751-930.000	11/06/19	GILL-ROYS HARDWARE	BEACHES - SNOW FENCE	1911-657403	11/21/19	983.88	48443
101-751-930.000	10/29/19	GRAND TRAVERSE CONSERVATION D	INVASIVE TREATMENT	ID8219	11/21/19	1,800.00	48445
101-751-932.000	11/06/19	AUTO VALUE \ AUTO-WARES GROUP	EQUIPMENT SUPPLIES	256-1029886	11/12/19	12.59	48358

Total For Dept 751 PARKS & RECREATION

11,348.89

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Total For Fund 101 GENERAL FUND						148,696.42	
Fund 202 MAJOR STREET FUND							
Dept 000							
202-000-863.000	10/31/19	DORNBOS SIGN, INC.	STREET SIGNS	INV46982	11/12/19	68.42	48370
202-000-864.001	10/06/19	STATE OF MICHIGAN - MDOT	12TH ST RECONSTRUCTION	591 ACT51 100619	11/12/19	180,376.29	48410
202-000-864.001	11/04/19	STATE OF MICHIGAN - MDOT	RECONSTRUCTION 12TH - MAPLE - US 31	591 ACT51 11/201	11/21/19	2,567.83	48472
202-000-866.000	11/18/19	PATRICK SWIDORSKI TRUCKING	HAUL SNOW	1885	11/21/19	528.00	48474
202-000-870.000	10/15/19	ELMER'S CRANE & DOZER, INC.	SIDEWALK REPAIR	551220	11/12/19	1,430.00	48372
202-000-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	95.57	1468
202-000-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	195.06	48366
202-000-921.000	11/07/19	DTE ENERGY	MONTHLY GAS UTILITY - 51 MAPLE ST	10/9-11/7/19BRID	11/21/19	79.57	48437
Total For Dept 000						185,340.74	
Total For Fund 202 MAJOR STREET FUND						185,340.74	
Fund 203 LOCAL STREET FUND							
Dept 000							
203-000-752.000	10/31/19	THE PIONEER GROUP	OCTOBER 2019 ADVERTISEMENTS	41100167 OCT2019	11/12/19	97.60	48403
203-000-863.000	11/15/19	DORNBOS SIGN, INC.	STREET SIGNS	INV47212	11/21/19	68.42	48435
203-000-864.001	10/21/19	SPICER GROUP INC	2019-2020 STREET IMPROVEMENTS	198568	11/25/19	10,235.00	1512
Total For Dept 000						10,401.02	
Total For Fund 203 LOCAL STREET FUND						10,401.02	
Fund 226 CITY REFUSE FUND							
Dept 000							
226-000-202.000	10/29/19	BRODERICK, JAMES	UB REFUND FOR ACCOUNT: FIFS-000330-	FIFS-000330-0000	11/12/19	5.60	48361
226-000-202.000	10/30/19	FIFTH THIRD MORTGAGE CO	UB REFUND FOR ACCOUNT: HUGS-000277-	HUGS-000277-0000	11/12/19	3.13	48374
226-000-202.000	10/29/19	LEACH, KENNETH D.	UB REFUND FOR ACCOUNT: SIXS-000284-	SIXS-000284-0000	11/12/19	6.23	48389
226-000-202.000	10/30/19	MASSOGLIA, MICHELLE	UB REFUND FOR ACCOUNT: WEBC-000026-	WEBC-000026-0000	11/12/19	2.18	48396
226-000-202.000	11/06/19	JACKSON, JESSICA	UB REFUND FOR ACCOUNT: FIRS-000483-	FIRS-000483-0000	11/12/19	10.48	48384
226-000-202.000	11/06/19	ROOT, GERALD	UB REFUND FOR ACCOUNT: HARD-000705-	HARD-000705-0000	11/12/19	4.61	48407
226-000-202.000	11/06/19	WING, REBECCA	UB REFUND FOR ACCOUNT: DAVS-001008-	DAVS-001008-0000	11/12/19	71.93	48423
226-000-202.000	11/07/19	CYBERT, DONALD	UB REFUND FOR ACCOUNT: MAGS-000069-	MAGS-000069-0000	11/12/19	8.08	48368
226-000-202.000	11/19/19	JONES, PATRICIA	UB REFUND FOR ACCOUNT: SECS-000368-	SECS-000368-0000	11/21/19	6.26	48449
226-000-202.000	11/20/19	ARTMAN, DARREN	UB REFUND FOR ACCOUNT: GRAS-000077-	GRAS-000077-0000	11/21/19	9.48	48425
226-000-202.000	11/18/19	EMERY, LAURA AND	UB REFUND FOR ACCOUNT: THIS-000361-	THIS-000361-0001	11/21/19	32.15	48439
226-000-202.000	11/18/19	FRIZZELL JR, JAMES	UB REFUND FOR ACCOUNT: SIXA-000236-	SIXA-000236-0000	11/21/19	20.45	48442
226-000-202.000	11/18/19	SWEIGART, ROSALYN	UB REFUND FOR ACCOUNT: LIGW-000330-	LIGW-000330-0000	11/21/19	5.70	48473
226-000-202.000	11/18/19	VOORHEIS, EMILY	UB REFUND FOR ACCOUNT: SIBS-000401-	SIBS-000401-0001	11/21/19	33.27	48479
226-000-752.000	10/21/19	FASTENAL COMPANY	CAN LINERS	MITMAN145321	11/14/19	253.50	1472
226-000-826.000	10/24/19	HARBOR STEEL & SUPPLY CORP.	CONCRETE PAD - REFUSE	04248630	11/25/19	35.43	1506
226-000-826.000	10/25/19	ELMER'S CRANE & DOZER, INC.	DUMPSTER PAD - RECYCLING	552745	11/21/19	1,531.75	48438
226-000-826.000	10/31/19	REPUBLIC SERVICES #239	BASIC SERVICES	0239-002529301	11/21/19	35,247.25	48466
226-000-827.000	10/31/19	REPUBLIC SERVICES #239	DUMPSTER SERVICE	0239-002526034	11/21/19	1,219.63	48466
226-000-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	34.04	48366
Total For Dept 000						38,541.15	
Total For Fund 226 CITY REFUSE FUND						38,541.15	
Fund 275 GRANT MANAGEMENT FUND							
Dept 901 LOCAL REVENUE SHARING GRANTS							
275-901-986.083	10/21/19	SPICER GROUP INC	1ST ST TENNIS COURTS	198571	11/25/19	3,912.50	1512

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 275 GRANT MANAGEMENT FUND							
Dept 901 LOCAL REVENUE SHARING GRANTS							
Total For Dept 901 LOCAL REVENUE SHARING GRANTS						3,912.50	
Dept 902 OTHER GRANTS							
275-902-986.107	09/18/19	SPICER GROUP INC	ENERGY AUDIT	198092	11/14/19	14,622.75	1487
Total For Dept 902 OTHER GRANTS						14,622.75	
Total For Fund 275 GRANT MANAGEMENT FUND						18,535.25	
Fund 501 BOAT LAUNCH FUND							
Dept 000							
501-000-752.000	11/20/19	JACKPINE BUSINESS CENTERS	2020 BOAT RAMP STICKERS	448298-0	11/21/19	351.10	48447
501-000-850.000	11/01/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE 110 S LAKESHORE DR	0139486110119	11/12/19	39.99	48365
501-000-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	190.39	1468
501-000-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	252.12	48366
Total For Dept 000						833.60	
Total For Fund 501 BOAT LAUNCH FUND						833.60	
Fund 592 WATER UTILITY							
Dept 000							
592-000-202.000	10/29/19	BRODERICK, JAMES	UB REFUND FOR ACCOUNT: FIFS-000330-	FIFS-000330-0000	11/12/19	4.73	48361
592-000-202.000	10/30/19	FIFTH THIRD MORTGAGE CO	UB REFUND FOR ACCOUNT: HUGS-000277-	HUGS-000277-0000	11/12/19	0.81	48374
592-000-202.000	10/30/19	HUNTINGTON BANK	UB REFUND FOR ACCOUNT: TAMS-000930-	TAMS-000930-0000	11/12/19	61.34	48382
592-000-202.000	10/29/19	LEACH, KENNETH D.	UB REFUND FOR ACCOUNT: SIXS-000284-	SIXS-000284-0000	11/12/19	10.57	48389
592-000-202.000	10/30/19	MASSOGLIA, MICHELLE	UB REFUND FOR ACCOUNT: WEBC-000026-	WEBC-000026-0000	11/12/19	2.86	48396
592-000-202.000	10/29/19	SWEEBE, DAVE	UB REFUND FOR ACCOUNT: ARTS-000065-	ARTS-000065-0000	11/12/19	4.16	48413
592-000-202.000	11/06/19	JACKSON, JESSICA	UB REFUND FOR ACCOUNT: FIRS-000483-	FIRS-000483-0000	11/12/19	11.41	48384
592-000-202.000	11/06/19	ROOT, GERALD	UB REFUND FOR ACCOUNT: HARD-000705-	HARD-000705-0000	11/12/19	3.61	48407
592-000-202.000	11/06/19	WING, REBECCA	UB REFUND FOR ACCOUNT: DAVS-001008-	DAVS-001008-0000	11/12/19	56.18	48423
592-000-202.000	11/07/19	CYBERT, DONALD	UB REFUND FOR ACCOUNT: MAGS-000069-	MAGS-000069-0000	11/12/19	2.43	48368
592-000-202.000	11/19/19	JONES, PATRICIA	UB REFUND FOR ACCOUNT: SECS-000368-	SECS-000368-0000	11/21/19	4.87	48449
592-000-202.000	11/20/19	ARTMAN, DARREN	UB REFUND FOR ACCOUNT: GRAS-000077-	GRAS-000077-0000	11/21/19	7.40	48425
592-000-202.000	11/18/19	EMERY, LAURA AND	UB REFUND FOR ACCOUNT: THIS-000361-	THIS-000361-0001	11/21/19	56.13	48439
592-000-202.000	11/18/19	FRIZZELL JR, JAMES	UB REFUND FOR ACCOUNT: SIXA-000236-	SIXA-000236-0000	11/21/19	11.11	48442
592-000-202.000	11/18/19	SWEIGART, ROSALYN	UB REFUND FOR ACCOUNT: LIGW-000330-	LIGW-000330-0000	11/21/19	4.45	48473
592-000-202.000	11/18/19	VOORHEIS, EMILY	UB REFUND FOR ACCOUNT: SIBS-000401-	SIBS-000401-0001	11/21/19	10.90	48479
Total For Dept 000						252.96	
Dept 542 WATER OPERATION							
592-542-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	1,321.65	1494
592-542-721.000	10/21/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2553779	11/12/19	23.80	48367
592-542-721.000	10/28/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2559352	11/12/19	23.80	48367
592-542-721.000	11/04/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2564933	11/12/19	23.80	48367
592-542-721.000	11/12/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2570728	11/21/19	23.80	48432
592-542-721.000	11/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2576421	11/21/19	23.80	48432
592-542-723.000	11/12/19	DELTA DENTAL	DECEMBER 19 RETIREE DENTAL	2634 DEC 2019	11/21/19	21.52	48434
592-542-723.000	11/18/19	PRIORITY HEALTH	RETIREE HEALTH INSURANCE 12/2019	20191201	11/21/19	219.06	48463
592-542-723.000	11/18/19	VISION SERVICE PLAN	DECEMBER 19 RETIREE VISION	30083266 DEC 2019	11/21/19	6.35	48478
592-542-752.000	10/29/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145447	11/14/19	67.91	1472
592-542-752.000	10/31/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145499	11/14/19	99.52	1472
592-542-752.000	11/01/19	WAHR HARDWARE, INC.	SUPPLIES	C185530	11/14/19	16.18	1492
592-542-752.000	10/25/19	WAHR HARDWARE, INC.	SUPPLIES	B21405	11/14/19	5.58	1492
592-542-752.000	11/03/19	LORI HANSEN	OFFICE CLEANING	278260	11/12/19	37.50	48379
592-542-752.000	10/24/19	JACKPINE BUSINESS CENTERS	OFFICE SUPPLIES	447543-0	11/12/19	14.99	48383

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 592 WATER UTILITY							
Dept 542 WATER OPERATION							
592-542-752.000	11/18/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145704	11/25/19	116.35	1505
592-542-752.000	11/13/19	WAHR HARDWARE, INC.	SUPPLIES	C186088	11/25/19	9.99	1516
592-542-752.000	11/17/19	LORI HANSEN	OFFICE CLEANING	278261	11/21/19	37.50	48446
592-542-752.000	11/13/19	JACKPINE BUSINESS CENTERS	OFFICE SUPPLIES	448320-0	11/21/19	27.12	48447
592-542-752.000	11/06/19	MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS FEE	20212	11/21/19	260.53	48457
592-542-752.000	11/19/19	STATE OF MICHIGAN	RENEWAL WATER LICENSE	2020 BANKS	11/21/19	95.00	48470
592-542-752.000	10/30/19	STATE OF MICHIGAN	WATER RENEWAL LICENSE	761-10462469	11/21/19	3,181.02	48471
592-542-752.000	11/12/19	USA BLUE BOOK	LAB SUPPLIES	064178	11/21/19	332.85	48477
592-542-770.000	11/06/19	BLARNEY CASTLE FLEET PROGRAM	10/6-11/6/19 FUEL CHARGES	BC177 NOV 19	11/25/19	246.78	1498
592-542-801.000	10/21/19	SPICER GROUP INC	GENERAL ENGINEERING	198567	11/25/19	500.00	1512
592-542-801.000	10/21/19	SPICER GROUP INC	EPRI26455G2019 BUILDING AND PARKING	198570	11/25/19	745.80	1512
592-542-853.000	10/19/19	VERIZON WIRELESS	9/20-10/19/19 SERVICE 42077559-0000	9840455273	11/12/19	306.30	48418
592-542-853.000	10/19/19	VERIZON WIRELESS	9/20-10/19/19 SERVICE & EQUIPMENT 4	9840430164	11/12/19	80.02	48418
592-542-900.000	10/31/19	THE PIONEER GROUP	OCTOBER 2019 ADVERTISEMENTS	41100167 OCT2019	11/12/19	406.40	48403
592-542-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	197.48	48366
592-542-920.000	11/13/19	CONSUMERS ENERGY	ELECTRIC UTILITY	OCT/NOV 2019	11/21/19	5,550.23	48431
592-542-930.000	11/13/19	WAHR HARDWARE, INC.	WELL SUPPLIES	C186086	11/25/19	46.97	1516
592-542-931.000	10/17/19	GALLOUP	WELL 6	S108482502.001	11/14/19	1,003.79	1473
592-542-931.000	10/30/19	TOP LINE ELECTRIC LLC	WELL 10	12730	11/14/19	380.00	1489
592-542-931.000	10/25/19	WAHR HARDWARE, INC.	SUPPLIES	B21404	11/14/19	4.79	1492
592-542-931.000	11/01/19	AMAZON CAPITAL SERVICES, INC	HONDA WX10 PUMP	1W63-HCJV-GH7K	11/25/19	419.00	1495
592-542-931.000	11/07/19	MICHIGAN PIPE & VALVE	DISTRIBUTION SUPPLIES	T004580	11/25/19	1,438.50	1510
592-542-932.000	11/07/19	AUTO VALUE \ AUTO-WARES GROUP	SUPPLIES	256-1030136	11/12/19	5.49	48358
592-542-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	150.00	1479
Total For Dept 542 WATER OPERATION						17,471.17	
Dept 902 OTHER GRANTS							
592-902-947.001	09/18/19	SPICER GROUP INC	PILOT GRANT	198076	11/14/19	23,790.50	1487
592-902-947.001	10/21/19	SPICER GROUP INC	PILOT WATER GRANT	198638	11/25/19	18,987.00	1512
Total For Dept 902 OTHER GRANTS						42,777.50	
Total For Fund 592 WATER UTILITY						60,501.63	
Fund 593 SEWER UTILITY							
Dept 000							
593-000-202.000	10/29/19	BRODERICK, JAMES	UB REFUND FOR ACCOUNT: FIFS-000330-	FIFS-000330-0000	11/12/19	13.15	48361
593-000-202.000	10/30/19	FIFTH THIRD MORTGAGE CO	UB REFUND FOR ACCOUNT: HUGS-000277-	HUGS-000277-0000	11/12/19	2.33	48374
593-000-202.000	10/29/19	LEACH, KENNETH D.	UB REFUND FOR ACCOUNT: SIXS-000284-	SIXS-000284-0000	11/12/19	29.62	48389
593-000-202.000	10/30/19	MASSOGLIA, MICHELLE	UB REFUND FOR ACCOUNT: WEBC-000026-	WEBC-000026-0000	11/12/19	7.94	48396
593-000-202.000	10/30/19	STATE POLICE POST	UB REFUND FOR ACCOUNT: ARTS-000212-	ARTS-000212-0000	11/12/19	17.24	48412
593-000-202.000	10/29/19	SWEEBE, DAVE	UB REFUND FOR ACCOUNT: ARTS-000065-	ARTS-000065-0000	11/12/19	11.66	48413
593-000-202.000	11/06/19	JACKSON, JESSICA	UB REFUND FOR ACCOUNT: FIRS-000483-	FIRS-000483-0000	11/12/19	31.87	48384
593-000-202.000	11/06/19	ROOT, GERALD	UB REFUND FOR ACCOUNT: HARD-000705-	HARD-000705-0000	11/12/19	38.20	48407
593-000-202.000	11/06/19	WING, REBECCA	UB REFUND FOR ACCOUNT: DAVS-001008-	DAVS-001008-0000	11/12/19	161.23	48423
593-000-202.000	11/19/19	JONES, PATRICIA	UB REFUND FOR ACCOUNT: SECS-000368-	SECS-000368-0000	11/21/19	14.01	48449
593-000-202.000	11/20/19	ARTMAN, DARREN	UB REFUND FOR ACCOUNT: GRAS-000077-	GRAS-000077-0000	11/21/19	21.27	48425
593-000-202.000	11/18/19	EMERY, LAURA AND	UB REFUND FOR ACCOUNT: THIS-000361-	THIS-000361-0001	11/21/19	157.08	48439
593-000-202.000	11/18/19	FRIZZELL JR, JAMES	UB REFUND FOR ACCOUNT: SIXA-000236-	SIXA-000236-0000	11/21/19	31.31	48442
593-000-202.000	11/18/19	SWEIGART, ROSALYN	UB REFUND FOR ACCOUNT: LIGW-000330-	LIGW-000330-0000	11/21/19	12.79	48473
593-000-202.000	11/18/19	VOORHEIS, EMILY	UB REFUND FOR ACCOUNT: SIBS-000401-	SIBS-000401-0001	11/21/19	31.01	48479
Total For Dept 000						580.71	

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GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 593 SEWER UTILITY							
Dept 543 SEWER OPERATIONS							
593-543-717.000	11/19/19	MUNICIPAL EMPLOYEES RETIREMENT	NOVEMBER 2019 CITY EXPENSE	NOV 2019	11/21/19	1,833.97	1494
593-543-721.000	10/21/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2553790	11/12/19	12.57	48367
593-543-721.000	10/21/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2553791	11/12/19	17.81	48367
593-543-721.000	10/21/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2553781	11/12/19	14.47	48367
593-543-721.000	10/28/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2559354	11/12/19	14.47	48367
593-543-721.000	11/04/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2564935	11/12/19	14.47	48367
593-543-721.000	11/04/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2564943	11/21/19	12.57	48432
593-543-721.000	10/28/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2559364	11/21/19	17.81	48432
593-543-721.000	10/28/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2559363	11/21/19	44.07	48432
593-543-721.000	11/04/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2564944	11/21/19	17.81	48432
593-543-721.000	11/11/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2570739	11/21/19	17.81	48432
593-543-721.000	11/11/19	CONTINENTAL LINEN SERVICE	UNIFORMS/CLEANING	2570738	11/21/19	44.07	48432
593-543-721.000	11/18/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2576423	11/21/19	14.47	48432
593-543-721.000	11/12/19	CONTINENTAL LINEN SERVICE	UNIFORM RENTAL	2570730	11/21/19	14.47	48432
593-543-721.000	11/10/19	DONNA TAYLOR	WINTER JACKETS	4430	11/21/19	173.67	48475
593-543-752.000	10/23/19	BATTERIES PLUS BULBS	OPERATING SUPPLIES	P20147710	11/14/19	22.95	1465
593-543-752.000	10/29/19	TRACE ANALYTICAL LABORATORIES	OPERATING SUPPLIES	9100736	11/14/19	306.00	1490
593-543-752.000	10/22/19	AUTO VALUE \ AUTO-WARES GROUP	OPERATING SUPPLIES	256-1028656	11/12/19	39.22	48358
593-543-752.000	10/22/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1910-600566	11/12/19	47.94	48377
593-543-752.000	10/22/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1910-601047	11/12/19	3.19	48377
593-543-752.000	10/29/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1910-629039	11/12/19	2.49	48377
593-543-752.000	10/28/19	JACKPINE BUSINESS CENTERS	OPERATING SUPPLIES	447718-0	11/12/19	37.99	48383
593-543-752.000	10/08/19	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	429833	11/12/19	498.52	48399
593-543-752.000	11/01/19	AUTO VALUE \ AUTO-WARES GROUP	OPERATING SUPPLIES	256-1029641	11/12/19	19.98	48358
593-543-752.000	10/31/19	DONNA TAYLOR	OPERATING SUPPLIES	4428	11/12/19	16.00	48414
593-543-752.000	10/29/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145447	11/14/19	67.92	1472
593-543-752.000	10/31/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145499	11/14/19	99.52	1472
593-543-752.000	11/03/19	LORI HANSEN	OFFICE CLEANING	278260	11/12/19	37.50	48379
593-543-752.000	10/24/19	JACKPINE BUSINESS CENTERS	OFFICE SUPPLIES	447596-0	11/12/19	48.99	48383
593-543-752.000	11/01/19	SPARTANNASH	OCTOBER 2019 CHARGES	OCTOBER 2019	11/14/19	27.62	1486
593-543-752.000	11/05/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1911-654987	11/21/19	12.98	48443
593-543-752.000	11/04/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1911-650737	11/21/19	53.94	48443
593-543-752.000	11/18/19	GILL-ROYS HARDWARE	CREDIT - RETURN UTILITY HOSE	1911-703061	11/21/19	(11.99)	48443
593-543-752.000	11/15/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1911-694041	11/21/19	128.05	48443
593-543-752.000	11/13/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1911-686589	11/21/19	33.92	48443
593-543-752.000	11/04/19	JACKPINE BUSINESS CENTERS	OPERATING SUPPLIES	448012-0	11/21/19	16.45	48447
593-543-752.000	11/14/19	WAHR HARDWARE, INC.	OPERATING SUPPLIES	C186154	11/25/19	3.96	1516
593-543-752.000	10/18/19	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	430266	11/21/19	703.64	48460
593-543-752.000	11/08/19	USA BLUE BOOK	BRUSHES	062187	11/21/19	99.19	48477
593-543-752.000	08/26/19	USA BLUE BOOK	OPERATING SUPPLIES	990401	11/21/19	113.80	48477
593-543-752.000	11/18/19	FASTENAL COMPANY	VENDING MACHINE	MIMAN145704	11/25/19	116.36	1505
593-543-752.000	11/19/19	FAMILY FARM & HOME - MANISTEE	OPERATING SUPPLIES	5540/16	11/21/19	188.66	48440
593-543-752.000	11/18/19	GILL-ROYS HARDWARE	OPERATING SUPPLIES	1911-703066	11/21/19	9.99	48443
593-543-752.000	11/17/19	LORI HANSEN	OFFICE CLEANING	278261	11/21/19	37.50	48446
593-543-752.000	11/12/19	JACKPINE BUSINESS CENTERS	SUPPLIES	448238-0	11/21/19	22.99	48447
593-543-752.000	11/20/19	JACKPINE BUSINESS CENTERS	OPERATING SUPPLIES	448545-0	11/21/19	92.95	48447
593-543-752.000	11/18/19	JACKPINE BUSINESS CENTERS	OPERATING SUPPLIES	448462-0	11/21/19	5.47	48447
593-543-752.000	11/06/19	MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM DRIVERS FEE	20212	11/21/19	260.53	48457
593-543-752.000	11/12/19	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	431318	11/21/19	531.80	48460
593-543-753.000	10/29/19	WEBB CHEMICAL SERVICE CORP.	CHEMICAL SUPPLIES	498846	11/14/19	4,557.15	1493
593-543-770.000	11/06/19	BLARNEY CASTLE FLEET PROGRAM	10/6-11/6/19 FUEL CHARGES	BC177 NOV 19	11/25/19	208.38	1498
593-543-801.000	10/21/19	SPICER GROUP INC	GENERAL ENGINEERING	198567	11/25/19	500.00	1512
593-543-801.000	10/21/19	SPICER GROUP INC	EPR126455G2019 BUILDING AND PARKING	198570	11/25/19	745.80	1512

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 593 SEWER UTILITY							
Dept 543 SEWER OPERATIONS							
593-543-853.000	10/19/19	VERIZON WIRELESS	9/20-10/19/19 SERVICE & EQUIPMENT 4	9840430164	11/12/19	120.03	48418
593-543-913.000	11/01/19	TRACY LINDEMAN	REIMBURSEMENT MEALS ACTIVATED SLUDG:	201911101	11/14/19	55.00	1491
593-543-915.000	10/23/19	WEF	MEMBERSHIP & DUES	RE90BE -01449844	11/12/19	217.00	48420
593-543-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	2,471.74	48366
593-543-920.000	11/13/19	CONSUMERS ENERGY	ELECTRIC UTILITY	OCT/NOV 2019	11/21/19	9,568.80	48431
593-543-921.000	11/07/19	DTE ENERGY	MONTHLY GAS UTILITY - 15 9TH ST	10/8-11/6/19WWTP	11/21/19	1,201.22	48437
593-543-931.000	10/22/19	GALLOUP	REPAIR & MAINTENANCE - EQUIPMENT	S108510909.001	11/14/19	9.77	1473
593-543-931.000	10/28/19	TOP LINE ELECTRIC LLC	REPAIR & MAINTENANCE - EQUIPMENT	12709	11/14/19	163.50	1489
593-543-931.000	11/12/19	CUSTOM SHEET METAL & HEATING	REPAIR & MAINTENANCE - EQUIPMENT	9644821	11/25/19	116.50	1501
593-543-933.000	10/08/19	MICROSOFT CORPORATION	OFFICE 365 BUSINESS PREMIUM	E010099VMF	11/14/19	300.00	1479
Total For Dept 543 SEWER OPERATIONS						26,195.42	
Dept 903 CAPITAL OUTLAY - OVER \$5,000							
593-903-987.019	10/31/19	THE PIONEER GROUP	OCTOBER 2019 ADVERTISEMENTS	41100167 OCT2019	11/12/19	365.50	48403
593-903-987.021	10/21/19	SPICER GROUP INC	WW IMPROVEMENTS PHASE II	198565	11/25/19	51,663.00	1512
593-903-987.022	10/21/19	SPICER GROUP INC	ARTHUR ST IMPROVEMENTS	198564	11/25/19	3,087.75	1512
Total For Dept 903 CAPITAL OUTLAY - OVER \$5,000						55,116.25	
Dept 905 DEBT SERVICE							
593-905-991.000	10/02/19	BANK OF NEW YORK MELLON TRUST	MANISTEE WSS17 REV AND REV REF 05	MANIST17 OCT 201	11/12/19	830,000.00	48359
593-905-991.000	10/02/19	BANK OF NEW YORK MELLON TRUST	MANISTEE MI WSS DSP SYS REV BDS	MANIST15 OCT 201	11/12/19	5,000.00	48359
593-905-992.015	10/02/19	BANK OF NEW YORK MELLON TRUST	MANISTEE MI WSS DSP SYS REV BDS	MANIST15 OCT 201	11/12/19	43,375.00	48359
593-905-992.016	10/02/19	BANK OF NEW YORK MELLON TRUST	MANISTEE WSS17 REV AND REV REF 05	MANIST17 OCT 201	11/12/19	44,736.00	48359
Total For Dept 905 DEBT SERVICE						923,111.00	
Total For Fund 593 SEWER UTILITY						1,005,003.38	
Fund 594 MARINA FUND							
Dept 000							
594-000-255.000	10/28/19	KATHY CHARETTE	MARINA DEPOSIT REFUND 10/26/19 RENT.	20191026	11/12/19	100.00	48387
594-000-255.000	11/12/19	RENEE TORRES	MARINA DEPOSIT REFUND 11/9/19 RENTA:	20191109TORRES	11/21/19	100.00	48465
594-000-752.000	10/28/19	CHARTER COMMUNICATIONS INC.	MONTHLY SERVICE 480 RIVER ST CB ACC'	0099730102819	11/12/19	87.45	48365
594-000-752.000	11/04/19	GILL-ROYS HARDWARE	JANITORIAL SUPPLIES	1911-648770	11/12/19	21.58	48377
594-000-918.000	10/24/19	CITY OF MANISTEE WATER &	9/14-10/18/19 WATER USAGE	20191024	11/14/19	1,718.71	1468
594-000-920.000	10/31/19	CONSUMERS ENERGY	MONTHLY ELECTRIC UTILITY	OCTOBER 2019	11/12/19	604.49	48366
594-000-921.000	11/07/19	DTE ENERGY	MONTHLY GAS UTILITY 480 RIVER ST	10/8-11/6/19MARI	11/21/19	210.71	48437
594-000-930.000	10/30/19	PNC BANK	OCTOBER 2019 CREDIT CARD CHARGES	OCT2019 CREDIT C:	11/12/19	139.86	48405
594-000-930.000	11/18/19	WAHR HARDWARE, INC.	PAINT AND SUPPLIES FOR THE WALLS IN	C186313	11/25/19	91.16	1516
594-000-930.001	10/21/19	SPICER GROUP INC	RIVERWALK SEICHE REPAIR	198566	11/25/19	3,403.00	1512
Total For Dept 000						6,476.96	
Total For Fund 594 MARINA FUND						6,476.96	
Fund 661 MOTOR POOL FUND							
Dept 000							
661-000-981.300	10/10/19	HAROLD ZEIGLER FORD PLAINWELL	VEHICLE PURCHASE	VINGA71406	11/12/19	38,272.00	48380
661-000-981.300	10/23/19	WATCHGUARD VIDEO	CAMERA SYSTEM (IN-CAR)	4REINV0009885	11/12/19	3,547.12	48419
Total For Dept 000						41,819.12	
Total For Fund 661 MOTOR POOL FUND						41,819.12	
Fund 703 CURRENT TAX COLLECTION							
Dept 000							
703-000-215.000	11/04/19	DOWNTOWN DEVELOPMENT	2019 SUMMER TAX DISTRIBUTION 8 10/1	19SUMTXDIST8	11/12/19	1,537.15	48371

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 703 CURRENT TAX COLLECTION							
Dept 000							
703-000-215.000	11/21/19	DOWNTOWN DEVELOPMENT	2019 SUMMER TAX DISTRIBUTION 9 11/	19SUMTXDIST9	11/21/19	656.61	48436
703-000-222.000	11/04/19	MANISTEE COUNTY TREASURER	2019 SUMMER TAX DISTRIBUTION 8 10/1	19SUMTXDIST8	11/12/19	4,103.01	48393
703-000-222.000	11/21/19	MANISTEE COUNTY TREASURER	2019 SUMMER TAX DISTRIBUTION 9 - 11	19SUMTXDIST9	11/21/19	1,597.97	48454
703-000-228.001	11/04/19	MANISTEE COUNTY TREASURER	2019 SUMMER TAX DISTRIBUTION 8 10/1	19SUMTXDIST8	11/12/19	4,811.34	48393
703-000-228.001	11/21/19	MANISTEE COUNTY TREASURER	2019 SUMMER TAX DISTRIBUTION 9 - 11	19SUMTXDIST9	11/21/19	1,886.54	48454
703-000-234.000	11/04/19	MANISTEE INTERMEDIATE SCHOOL	2019 SUMMER TAX DISTRIBUTION 8	19SUMTXDIST8	11/12/19	1,844.28	48394
703-000-234.000	11/21/19	MANISTEE INTERMEDIATE SCHOOL	2019 SUMMER TAX DISTRIBUTION 9 11/1	19SUMTXDIST9	11/21/19	723.15	48455
703-000-235.000	11/04/19	WEST SHORE COMMUNITY COLLEGE	2019 SUMMER TAX DISTRIBUTION 8 10/1	19SUMTXDIST8	11/12/19	2,305.57	48422
703-000-235.000	11/21/19	WEST SHORE COMMUNITY COLLEGE	2019 SUMMER TAX DISTRIBUTION 9 11/1	19SUMTXDIST9	11/21/19	897.98	48480
703-000-275.000	11/20/19	JACOBI LAWRENCE L ETAL	2019 Sum Tax Refund 51-371-709-07	11/20/2019	11/21/19	48.74	48448
Total For Dept 000						20,412.34	
Total For Fund 703 CURRENT TAX COLLECTION						20,412.34	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			148,696.42	
			Fund 202 MAJOR STREET FUND			185,340.74	
			Fund 203 LOCAL STREET FUND			10,401.02	
			Fund 226 CITY REFUSE FUND			38,541.15	
			Fund 275 GRANT MANAGEMENT FUND			18,535.25	
			Fund 501 BOAT LAUNCH FUND			833.60	
			Fund 592 WATER UTILITY			60,501.63	
			Fund 593 SEWER UTILITY			1,005,003.38	
			Fund 594 MARINA FUND			6,476.96	
			Fund 661 MOTOR POOL FUND			41,819.12	
			Fund 703 CURRENT TAX COLLECTION			20,412.34	
Total For All Funds:						<u>1,536,561.61</u>	

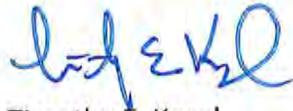


Memo: Thad Taylor
From: Timothy E. Kozal
Re: Council Agenda item
Cost Recovery Ordinance 19-24

Sir:

City Council reviewed proposed ordinance 19-24 at the Council work session on November 26, 2019. At that time consensus was to bring it a City Council for consideration. The new Ordinance would authorize the recovery of certain costs for fire runs and emergency services as authorized by Michigan Compiled Law 41.806a.

I would request Cost Recovery Ordinance 19-24 by introduced at the next Council meeting for consideration.



Timothy E. Kozal
Manistee Director of Public Safety

ORDINANCE 19-24

AN ORDINANCE TO ADD CHAPTER 1064 – CHARGES FOR FIRE RUNS AND EMERGENCY SERVICES, TO THE CITY MANISTEE CODIFIED ORDINANCES AUTHORIZING THE RECOVERY OF CERTAIN COSTS FOR FIRE RUNS AND EMERGENCY SERVICES AS AUTHORIZED BY MICHIGAN COMPILED LAW 41.806a, TO PROVIDE FOR COLLECTION OF CHARGES, TO PROVIDE FOR EXEMPTIONS, TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH AND TO PROVIDE AN EFFECTIVE DATE

THE CITY OF MANISTEE ORDAINS:

Section 1. Chapter 1064 is added to read as follows:

**Chapter 1064
Charges for Fire Runs and Emergency Services**

1064.01	Statement of Purpose	1064.07	Non-Exclusive Charges
1064.02	Definitions	1064.08	Multiple Responsible Persons
1064.03	Cost Recovery Charges	1064.09	Non-Applicability of No Fault Act
1064.04	Time for Payment of Cost Recovery Charges	1064.10	Non-Applicability of Natural Resources and Environmental Protection Act
1064.05	Collection of Charges	1064.11	No Limitation of Liability
1064.06	Exemptions	1064.12	Severability

CROSS REFERENCES
Michigan Police and Fire Protection Act, MCL 41.806a
Michigan No Fault Act, MCL 500.3101 et seq.
Natural Resources and Environmental Protection Act, MCL 324.101 et seq.

1064.01 STATEMENT OF PURPOSE

This Chapter is adopted to enable the City of Manistee (the "City") to bill for and collect "cost recovery charges," as defined herein, from those receiving direct benefits from fire department services and other emergency services provided by the City.

It is expressly the purpose of this Chapter to provide for and promote the safety and welfare of the general public.

1064.02 DEFINITIONS

- A. "Bomb threat" means the verbal, electronic or written threat of a bomb or other explosive device which, if discharged as threatened, would violate a federal, state, or local law.
- B. "City" means the City of Manistee and all of its departments, specifically including its police and fire departments.
- C. "Cost recovery charges" include the non-exhaustive list of fire protection services and other emergency services enumerated in Section 1064.03 of this Chapter.
- D. "Demolition of a structure" means the tearing down of a structure damaged by fire that must, as determined by the City Fire Chief or Public Safety Director, be promptly demolished to protect public safety.
- E. "Receiving a direct benefit" means causing, requesting, or being involved in an accident or incident within the City limits that causes a response by the City (i.e. a fire run) to provide fire or other emergency services.
- F. "Downed power line or other non-HAZMAT public utility hazard response" means the disabling of any transmission, distribution, or service line, cable, conduit, pipeline, wire or the like used to provide, collect, or transport electricity, natural gas, communication or electronic signals (including, but not limited to, telephone, computer, cable television, and stereo signals or electronic impulses), water or sanitary or storm sewage if the owner or party responsible for the maintenance of such utility line does not respond within one hour to a request to repair or correct such failure.
- G. "Excessive requests" for emergency assistance means any request for emergency assistance, except for medical assistance requests, made to a particular location if emergency assistance has been requested to such location more than three times in the preceding thirty days.
- H. "False alarm" means any automated or manual device that requests or summons emergency assistance whether such device is activated intentionally or otherwise, in the absence of an actual need for emergency assistance. The determination that there was no actual need for emergency assistance shall be made by the City Fire Chief or Public Safety Director. A false alarm shall not be deemed to have occurred if: (i) it was caused by an act of God, i.e. a lightning storm; or (ii) it originates from a motor vehicle or building alarm system and it has not occurred more frequently than three times within thirty days or four times within a calendar year.
- I. "Motor vehicle" means any self-propelled or towed vehicle designed or used on the public streets, roads, and highways to transport passengers or property which is required to be registered for use upon such public streets, roads, and highways. For the purposes of this

Chapter, all trailers and appurtenances attached to any motor vehicle are deemed to be a motor vehicle.

- J. "Responsible person" means an individual, firm, corporation, association, partnership, entity, consortium, or joint venture responsible for cost recovery charges and receiving a direct benefit from the fire protection services, city public works and/or other emergency services provided by the City, and the heirs, estates, successors, and assigns of such responsible person(s), subject to any limitations expressly stated in Section 1064.06 (Exemptions) and 1064.08 (Multiple Responsible Persons) of this Chapter.

1064.03 COST RECOVERY CHARGES

Subject to Section 1064.06 of this Chapter (Exemptions), the following is a non-exhaustive list of fire protection services and other emergency services that, when provided by the City within the City limits, are billable and collectible as "cost recovery charges" in accordance with the City's resolution adopting a fee schedule for the cost recovery charges described in this Chapter.

- A. Responding to a multi or single motor vehicle and/or pedestrian accident, or other incident involving motor(s) and/or pedestrian(s).
- B. Responding to a grass, rubbish, motor vehicle, aircraft, train, tree or forest, house, multiple-family building, hotel, motel, or other commercial establishment fire.
- C. Responding to a downed power line or other non-HAZMAT public utility hazard response.
- D. Responding to a false alarm.
- E. Responding to excessive requests for emergency assistance.
- F. Responding to a bomb threat.
- G. Demolition of a structure.
- H. Other emergency rescue service(s).
- I. Other services not specifically listed that are determined by the City Fire Chief or Public Safety Director to be fire protection or other emergency services.

1064.04 TIME FOR PAYMENT OF COST RECOVERY CHARGES

The cost recovery charges under this Chapter are due and payable by the responsible person(s) within 30 days from the date on the City's invoice mailed to the responsible person(s) at his/her/its last known address.

1064.05 COLLECTION OF CHARGES

If payment is not made within 30 days from the date on the City's invoice mailed to the responsible person(s) at his/her/its last known address, such cost recovery charges are collectible through proceedings in the 85th District Court or in any court of competent jurisdiction as a matured debt and the City shall have any and all other remedies provided by and subject to law for the collection of such charges. After the time limit for payment provided in Section 1064.04 of this Chapter (Time for Payment of Cost Recovery Charges), unpaid cost recovery charges constitute a lien upon the real property of the responsible person(s) in the City from which, upon which, or related to which, the cost recovery charges were incurred. Such lien shall be the same character and effect as a lien created by City Charter for city real property taxes, and shall include accrued interest and penalties. The City Treasurer shall, prior to March 1 of each year, certify to the City Assessor the fact that such cost recovery charges are delinquent and unpaid. The City Assessor shall then enter the delinquent amount on the next general ad valorem tax roll as a charge against the affected property, and the lien thereon shall be enforced in the same manner as provided and allowed by law for delinquent and unpaid real property taxes.

1064.06 EXEMPTIONS

The following properties and services are exempt from cost recovery charges under this Chapter:

1. Responding to a fire involving City buildings, grounds, and/or property.
2. Responding to a fire or providing other emergency services that are provided and performed outside of the City. Notwithstanding such exemption for services provided outside of the City, the City and other municipalities may adopt (an) ordinance(s) to impose fees for fire and emergency service runs within their respective territories under MCL 41.801 et seq., as amended.
3. Responding to a fire or providing other emergency services within the City limits that are provided to or performed for a resident of the City. This exemption is made due to the fact that City residents provide pro rata support for fire and other emergency services through taxes paid to the City. Provided, however, that this exemption does not apply if the City responds to a fire or provides other emergency services resulting from recurrent false alarms or excessive requests for other emergency services.

1064.07 NON-EXCLUSIVE CHARGES

Cost recovery charges are not the only charges that may be made by the City for the costs and expenses of providing fire protection and other emergency services within the City limits.

Additional charges may be collected by the City through general taxation after an approving vote of the electorate or by a special assessment established under the applicable Michigan statute(s). General fund appropriates may also be made to cover

such additional costs and expenses of providing fire protection and other emergency services.

1064.08 MULTIPLE RESPONSIBLE PERSONS

When a particular fire protection or other emergency service rendered by the City directly benefits more than one person, each person so benefited is liable for the payment of the full charge for such service. Provided, however, that if a court of competent jurisdiction determines that one or more persons who received fire protection or other emergency service rendered by the City was at fault for the incident resulting in such service, the other person(s) involved in the incident shall not be considered "responsible persons" for the purposes of this Chapter. The interpretation and application of this section is delegated to the City Fire Chief or Public Safety Director, subject only to written appeal within the time limits for payment in Section 1064.04 of this Chapter (Time for Payment of Cost Recovery Charges) to the City Council, which written appeal tolls the time limit for payment, and shall be administered so that cost recovery charges shall only be collected from the recipients of the service.

1064.09 NON-APPLICABILITY OF NO FAULT ACT

This Chapter provides authority to the City to collect "cost recovery charges" for fire and emergency services provided by the City, and within the City, to a responsible person(s). No claim under this Chapter is for, or relates to, property damage(s). Michigan's No Fault Act, as amended, MCL 500.3101 et seq., does not apply to, conflict with, or preempt this Chapter

1064.10 NON-APPLICABILITY OF NATURAL RESOURCES AND ENVIRONMENTAL PROTECTION ACT

This Chapter provides authority to the City to collect "cost recovery charges" for fire and emergency services provided by the City, and within the City, to a responsible person(s). No claim under this Chapter is for, or relates to, the cleanup or remediation of hazardous substances, as defined in Part 201 of the Natural Resources and Environmental Protection Act, as amended, MCL 324.20101 et seq. Michigan's Natural Resources and Environmental Protection Act, as amended, MCL 324.20101 et seq., does not apply to, conflict with, or preempt this Chapter.

1064.11 NO LIMITATION OF LIABILITY

The collection of cost recovery charges pursuant to this Chapter does not limit the liability of a responsible person under applicable local, state, or federal law.



Administrative Services

Clerk | Finance | Treasury | IT | Assessing | Facilities | Ramsdell



Memo to: Thad Taylor, City Manager

From: Molly Whetstone, City Assessor **MW**

Re: Hardship/Poverty Resolution

Date: **December 5, 2019**

Thad,

The State Tax Commission is requiring that the City of Manistee adopt this resolution every year and approve the income guidelines. Our previous resolution states we used the Federal Income guidelines. I have prepared the 2020 resolution including updated federal income guidelines for the Council's approval. The resolution is substantially similar to the prior resolution.



**RESOLUTION ESTABLISHING POVERTY GUIDELINES FOR EXEMPTION
FROM PROPERTY TAX CONTRIBUTIONS
FOR 2020**

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the City Council;
and

WHEREAS, the homestead of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under Public Act 390, 1994(MLC211.7u) and

WHEREAS, pursuant to PA390, 1994 City of Manistee, Manistee County, adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and assets levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

PROCESS:

To file a poverty exemption from property tax contribution in the City of Manistee, the following processes shall be used:

1. File a claim with the Board of Review, accompanied by federal and state tax returns for all persons residing in the homestead, including any property tax credit returns filed in the immediately preceding year or in a current year or an affidavit that states that you are not required to file a tax return as provided by the state tax commission.
2. Produce a valid driver's license or other form of identification if requested.
3. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
4. The application for and exemption shall be filed after January 1, but before the day prior to the last day of Board of Review.
5. Any tax exemption given to an individual under these guidelines shall be for the one (1) year's taxes and a new application will be required for the next year.

ELIGIBILITY:

Eligibility for exemption from property tax contributions is set as follows:

1. Be an owner of and occupy as a homestead the property for which an exemption is requested.

2. Meet the federal poverty income standards as defined and determined annually by the United States Office of Management and Budget.
3. The guidelines apply to individuals and not to corporations, partnerships, associations, or trusts. In the event that a partnership, association, or co-owners apply, the guidelines apply to the total assets of all individuals involved. In the event that a trustee, guardian, personal representative or other administrator applies, the guidelines apply to the total assets of the beneficiaries, in or out of the trust or estate, no matter how held. The purpose of this rule is to have the guidelines apply to the assets of all individuals involved.
4. The guidelines apply to both an owner of a life estate and all remainder interests together, but the incomes of the owner of a life estate and incomes of all interested persons and household members shall be combined for determination of whether the poverty threshold has been met. The owner of the life estate must reside upon and use the property as his or her principal residence in accordance with MCL211.7u and 211.7dd.
5. You will not qualify for an exemption if you have purchased your homestead or built a homestead within three (3) years of application.
6. The guidelines shall include an analysis of all gifts given by the applicants within three (3) years of the date of the application. An applicant cannot divest him or herself of assets and then claim poverty. No fixed amount is set as a factor, as each applicant must be handled on a case-by-case basis.
7. The applicant must be seeking employment, unless on Disability.

ASSET DETERMINATION:

A number of factors will be weighed in order to determine whether an applicant qualifies for an exemption.

1. Factors analyzed will include the following:
 - a. Income levels
 - b. Total value of liquid assets
 - c. Total non-homestead real property
 - d. Total acreage owned: could include the minimum zoning footprint for the home
 - e. Non-essential personal property
 - f. Total value of all assets
 - g. Gifts made within three (3) years
 - h. Employability
 - i. Retirement account, value I.R.A., 401K, etc. Other factors suggesting an individual's worth, including, but not limited to life insurance, business, lawsuits, judgments due, etc.

In compliance with *Ferrero v Walton Township*, 295 Mich App 475: 813 NW2d 368 (2012), when determining "total applicant obtained from claiming homestead property tax exemption and receiving a property tax credit therefrom. Returns concerning the homestead property tax credit may be used only to ensure compliance with Paragraph 4 of this policy.

“Total household Income” is defined as money, wages, and salaries before deductions; net receipts from non-farm self-employment, business, professional, enterprise, or partnership after, deductions for business expenses; regular payments from social security, retirement, unemployment or worker’s compensation, veteran’s payments, public assistance; alimony, child support, military family allotments or other regular support from an absent family member or someone not living in the household; private pensions, government pensions, annuity or insurance payments; scholarships, grants, fellowships, assistantships, dividends, interest, rental income, royalties, periodic receipts from estates or trusts, and gambling or lottery winnings.

2. Total liquid assets must not exceed the value of \$10,000.00 unless the total liquid and non-liquid assets are underneath the applicable federal poverty guidelines threshold. Assets beneath \$10,000.00 shall be considered together with other factors in order to determine eligibility. Liquid assets to be considered include cash, unrestricted deposits and accounts, securities, bonds, promissory notes, stocks, and other similar type of assets.
3. Total non-homestead and non-qualified agricultural real property shall not exceed the value of \$1000.00 unless the total liquid and non-liquid assets to be considered are underneath the applicable federal poverty guidelines threshold.
4. The non-essential personal property shall not exceed \$5000.00. Non-essential personal property includes but is not limited to horses, snowmobiles, boats, motorcycles, jet skis, and all-terrain vehicles. The purpose of this factor is to exclude from poverty consideration those individuals who have purchased recreational, hobby, or sporting property, not related to essential needs.
5. Total assets should not exceed \$16,000.00. Prepaid funeral expenses are not considered an asset.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines that there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and those are communicated in writing to the claimant.

FURTHER SAYETH NOT THIS RESOLUTION

Roger Zielinski, Mayor

Dated

Heather Pefley CMC/CMMC, MiCPT
City Clerk

Dated

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF MANISTEE)

I, the undersigned, the duly qualified and acting Clerk of the City of Manistee, Manistee County, Michigan, (the "City") do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City at a regular meeting held on the 20th day of November, 2018, 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 267, Public Acts of Michigan of 1976, as amended, including in the case of a special or rescheduled meeting 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 18th day of December, 2019.

Heather Pefley, City Clerk
City of Manistee

STC Bulletin No. 14 of 2019
Changes For 2020
October 14, 2019

Size of Family Unit	Poverty Guidelines
1	\$ 12,490
2	\$ 16,910
3	\$ 21,330
4	\$ 25,750
5	\$ 30,170
6	\$ 34,590
7	\$ 39,010
8	\$ 43,430
For each additional person	\$ 4,420

MEMO TO: Mayor Roger Zeliniski
Members of City Council

FROM: Thad N. Taylor, City Manager *TNT*

DATE: December 11, 2019

SUBJECT: Marihuana Grow Licenses



City Manager's Office
231-398-2801

At the November 26, 2019 work session, City Council directed staff to research increasing the number of marihuana grow facility licenses and make a recommendation to Council. The City currently authorizes, by ordinance, twelve (12) grow licenses for medical marihuana and twelve (12) grow licenses for recreational marihuana.

Staff is aware of one entity that is going through the City's site plan process to obtain Planning Commission approval for a Special Use Permit for a marihuana grow facility. In a previous conversation with one of the principals, it was indicated that the entity wanted all the available grow licenses.

There is another entity that has an approved Special Use Permit for a marihuana grow facility, however staff is not aware of how many licenses they will seek.

Finally, one of the businesses that received a marihuana provisioning license and a marihuana retail license intends to build a facility to grow marihuana in the City's industrial park on two parcels they own. It is my understanding that they intend to construct multiple buildings to grow marihuana; however it is unknown how many grow licenses they desire.

Staff believes that twenty-four marihuana grow licenses may be insufficient to satisfy the needs expressed to date. Staff is recommending that Council amend the relevant ordinances to allow for an unlimited number of medical and recreational marihuana grow licenses.

The number of grow licenses will be self-regulated by the available parcels in the City eligible for grow licenses as stipulated by the City's zoning ordinance. Staff feels that marihuana grow operations are non-intrusive, provide employment opportunities, and additional revenue for the City.

TNT:km

Declaration of Shoreline Disaster Request

City of Manistee, Manistee County Michigan

WHEREAS, record high water levels in the Great Lakes as well as the bay and rivers connected to them, have contributed toward major erosion on beaches and shorelines all across the State of Michigan during high water levels and currently throughout 2019; and

WHEREAS, it is anticipated that the Michigan winter with ice flows and jams will continue to worsen the already bad situation throughout the Great Lakes; and

WHEREAS, the Great Lakes are Michigan's most vital and precious resource; and

WHEREAS, the City of Manistee recognizes the effects of storms, high water, and wind driven wave action that are causing severe erosion of the shoreline as well as related infrastructure damage; and

WHEREAS, the City of Manistee has realized over \$2,500,000 in high water level damage in 2018 and 2019; and

WHEREAS, the City of Manistee anticipates spending over \$750,000 in 2020 to repair damages related to high water levels and provide additional shoreline protection; and

WHEREAS, the public trust doctrine states that the sovereign holds in trust, for the public use, the resources such as the shoreline regardless of private property ownership; and

WHEREAS, the 3,288 miles of shoreline in the State of Michigan must be protected as referred to in the Public Trust Doctrine; and

WHEREAS, the Great Lakes are the State of Michigan's economic and property value driver for the tax base along the shoreline and connecting tributaries; and

WHEREAS, the conditions of the Great Lakes shoreline affect businesses and the tourism industry by limited access to the beaches, the loss of property along the shoreline directly affects the local, county and state tax base; and the effects on municipal water systems and the inland water levels throughout the state are all affected; now, therefore; be it

RESOLVED, the City of Manistee requests that the Governor of the State of Michigan along with the State Legislature give favorable consideration to the declaration of the shoreline in the State of Michigan as a disaster area, and see assistance from Congress and the President of the United States for this devastating situation which has an impact statewide; and be it further

RESOLVED, that nothing from this resolution shall require any action by the City of Manistee, the City of Manistee Department of Public Works, the City of Manistee Police, the City of Manistee Municipal Marina or any other City entity.

FURTHER SAYETH NOT THIS RESOLUTION.

Mayor Roger Zielinski Dated

ATTEST:

Heather Pefley, City Clerk Dated

Mika Meyers PLC

Memorandum

To: City Council

CC: City Manager

From: George Saylor 

Date: 12/11/2019

Subject: Schedule of Fees

Each year, as part of Council approval of the City Budget, a Schedule of Fees is established. The current Schedule of Fees has a line item for the fee for applications to the Historic District Commission; however, no fee is indicated. I discussed this matter with Kyle Storey and determined that, based upon the time spent, a fee of \$50 for an application to the Historic District Commission is appropriate.

Section 202.99 of the City Ordinances provides that a fine for a misdemeanor ordinance violation shall not be more than \$500, but does not set a minimum amount. I am requesting that the minimum fine be established at \$250 for each offense.

The City recently decided to assume responsibility for mechanical, electrical and plumbing inspections and building inspection and plan review. The City then contracted with SAFEbuilt to provide those services. The proposed Applications for the described inspections are attached to this Memorandum, along with the corresponding fee schedules. I am requesting by this Memorandum that the proposed fees associated with the various services to be performed by SAFEbuilt be submitted to Council for its approval.

SAFEbuilt, INC.
 107 S. CAPITAL AVE., P.O. BOX 190, ATHENS, MI 49011
 OFFICE: 269-729-9244 FAX: 269-729-9254
 EMAIL: athensmi@safebuilt.com
 INSPECTION SCHEDULING: 877-721-9266
 Authority: 1972 PA 230
 Completion: Mandatory to obtain permit
 Penalty: Permit cannot be issued

Permit # _____
 Fee _____
 Method of Payment _____
 Receipt # _____

MAKE CHECK OR MONEY ORDER PAYABLE TO
 THE MUNICIPALITY

BUILDING PERMIT & PLANS EXAMINATION APPLICATION

I. Project Information					
JOB Address			Name of Owner		
Name of City, Village or Township in which job is located: <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:				County	Zip Code
Between		And			
II. Identification					
A. Owner or Lessee					
Name		Address		City	
State, Zip	Telephone	Work/Cell Phone	Fax	Email	
B. Contractor					
Name		Address		City	
State, Zip	Telephone	Work/Cell Phone	Fax	Email	
Builders License #		Expiration Date	Federal Employer ID # (or reason for exemption)		
Workers Comp Insurance Carrier (or reason for exemption)			MESG # (or reason for exemption)		
C. Architect or Engineer					
Name		Address		City	
State, Zip	Telephone	Work/Cell Phone	Fax	Email	
License #			Expiration Date		
III. Type of Improvement					
<input type="checkbox"/> New	<input type="checkbox"/> Interior Alteration/Remodel	<input type="checkbox"/> Metal Roofing Only	<input type="checkbox"/> Foundation Only		
<input type="checkbox"/> Addition	<input type="checkbox"/> Exterior Alteration/Remodel	<input type="checkbox"/> Roofing Re-Deck & Shingles	<input type="checkbox"/> Demolition		
<input type="checkbox"/> Siding Only	<input type="checkbox"/> Mobile Home/Pre-manufactured	<input type="checkbox"/> Roofing Shingles Only	<input type="checkbox"/> Special Inspection		
IV. Proposed Use of Building					
A. Residential					
<input type="checkbox"/> One Family Home	<input type="checkbox"/> Deck/Porch <u>Circle One</u> (Attached/Detached) <u>Circle One</u>	<input type="checkbox"/> Pool (Above/Below Ground)			
<input type="checkbox"/> Two Family Home	<input type="checkbox"/> Outbuilding (Barn/Shed/Carport) <u>Circle One</u>	<input type="checkbox"/> Other _____			
<input type="checkbox"/> More than Two Family Home	<input type="checkbox"/> Garage (Attached/Detached) <u>Circle One</u>				
B. Non-Residential					
<input type="checkbox"/> Amusement	<input type="checkbox"/> Service Station	<input type="checkbox"/> School, Library, Educat.			
<input type="checkbox"/> Church, Religion	<input type="checkbox"/> Hospital, Institutional	<input type="checkbox"/> Store, Mercantile			
<input type="checkbox"/> Industrial	<input type="checkbox"/> Office, Bank, Professional	<input type="checkbox"/> Tanks, Towers			
<input type="checkbox"/> Parking Garage	<input type="checkbox"/> Public Utility	<input type="checkbox"/> Other _____			

Non-Residential: Describe in detail proposed use of building, E.G., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

V. Selected Characteristics of Building

A. Principal Type of Foundation and Frame

Foundation: Basement Pour/Block (Circle One) Crawl Space Pour/Block (Circle One) Piers Other _____
 Frame: Masonry Wood Structural Steel Reinforced Concrete Other _____

B. Principal Type of Heating Fuel

Gas Oil Electricity Coal Other _____

C. Type of Sewage Disposal

City Sewer Septic System

D. Type of Water Supply

City Water Private Well or Cistern

E. Type of Mechanical

Will there be Air Conditioning? Yes No Commercial Question: Will there be Fire Suppression? Yes No
 Will there be a fire place? Yes No Will it be masonry? Yes No Type of fuel burned in fire place: Wood Gas

F. Dimensions/Data (Include only project dimensions of altered, remodeled or new square footage)

Will any part of the basement be finished? Yes No If so, how much? _____ Square Feet

Number of Stories _____

NEW OR REMODELED OR ALTERED PROJECT INFORMATION

Height of Project _____		Project Length	Project Width	Square Feet
No. of Bedrooms _____ (New/Altered)	Circle One Basement Area	_____	_____	_____
No. of Full Baths _____ (New/Altered)	1 st Floor Area	_____	_____	_____
No. of 1/2 Baths _____ (New/Altered)	2 nd Floor Area	_____	_____	_____
	3 rd Floor & Above	_____	_____	_____
	Outbuilding/Other _____	_____	_____	_____
	Deck/Porch (Attached/Detached) _____	_____	_____	_____
	Garage (Attached/Detached) _____	_____	_____	_____
				Total Sq. Ft. _____

G. Number of Off Street Parking Spaces FOR COMMERCIAL USE ONLY

Enclosed _____ Outdoors _____

VI. Applicant Information

Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information:

Name	Address	City
State, Zip Code	Telephone (including area code)	Federal Employer ID# (or reason for exemption)

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge. I will cooperate with the Building Inspector and assume responsibility to arrange for necessary inspections.

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF APPLICANT:

DATE:

This Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

VII. Local Government Agency to Complete This Section					
ENVIRONMENTAL CONTROL APPROVALS					
	Required	Approved	Date	Number	By
Zoning	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Soil Erosion	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Flood Zone	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Water Supply	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Septic System	<input type="checkbox"/> Yes <input type="checkbox"/> No				
Driveway	<input type="checkbox"/> Yes <input type="checkbox"/> No				
VIII. Validation-For Department Use Only					
Use Group _____		Review to be Performed _____			
Type of Construction _____		Number of Inspections _____			
Square Feet _____		Bldg Permit Fee _____		Plan Exam Fee _____	
Type of Foundation _____					
Approval Signature: _____					
Title _____			Date _____		

THIS APPLICATION IS FOR BUILDING PROJECTS – BOTH RESIDENTIAL AND COMMERCIAL

ISSUED PERMITS EXPIRE 180 DAYS FROM THE ISSUED DATE. NO REFUNDS WILL BE GIVEN FOR EXPIRED PERMITS. AN ADMINISTRATIVE FEE OF \$75.00 AS WELL AS THE APPLICATION FEE AND COST OF PLAN REVIEW (IF APPLICABLE) WILL BE RETAINED FOR CANCELLED/TERMINATED PERMITS OR APPLICATIONS.

BUILDING PERMIT FEES ARE CALCULATED BY THE BUILDING INSPECTOR.

REINSPECTIONS OF DOCUMENTED CODE VIOLATIONS ARE SUBJECT TO A \$100.00 REINSPECTION FEE - PAYABLE PRIOR TO SCHEDULING THE REINSPECTION

MAKE CHECK PAYABLE TO THE MUNICIPALITY IN WHICH YOUR PROJECT IS LOCATED

RETURNED CHECKS ARE SUBJECT TO FEES IN ACCORDANCE WITH THE APPROPRIATE MUNICIPALITY'S RETURNED CHECK POLICY.

SAFE BUILT
VALUATION-BASED PERMIT AND
INSPECTION FEE SCHEDULE

ESTABLISHED UNDER THE STILLE-DEROSSETT-HALE STATE CONSTRUCTION
 CODE ACT, 1972 PA 230, MCL 125.1501 ET SEQ.

BUILDING PERMIT FEE SCHEDULE

The total cost of improvement is based on the SAFEbuilt Square Foot Construction Cost Table. Plan review fees for use groups R-3 and R-4 only are included in this computation. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee. The first \$100.00 of an application fee is non-refundable.

to \$1,000 (includes one inspection only)	\$75.00
\$1,000 to \$10,000	75.00 plus \$10 per \$1,000 over \$1,000
\$10,001 to \$100,000.	\$165.00 plus \$3 per \$1,000 over \$10,000
\$100,000 to \$500,000	\$435.00 plus \$2 per \$1,000 over \$100,000
\$500,000 plus.	\$1,235.00 plus \$3 per \$1,000 over \$500,000

All work not involving a square foot computation:

Plan review and administration base fee..... \$100.00
 plus \$100.00 for each inspection

Additional Inspection..... \$100.00

Special Inspection (pertaining to sale of building)\$100.00

Demolition:

Plan review and administration base fee..... \$100.00
 plus \$0.07 per square foot of demolition (per floor/story)

Certificate of Occupancy\$50.00
 (Required for all building permits except demolition permits)

SAFE BUILT
VALUATION-BASED PLAN REVIEW
FEE SCHEDULE

ESTABLISHED UNDER THE STILLE-DEROSSETT-HALE STATE CONSTRUCTION
 CODE ACT, 1972 PA 230, MCL 125.1501 ET SEQ.

PLAN REVIEW FEE

<u>BUILDING VALUATION*</u>	<u>FEE</u>
\$0-\$500,000	0.0013 of building valuation but not less than \$125.00
Over \$500,000	\$650.00 plus 0.0003 of building valuation over \$500,000

*Based on SAFE BUILT'S square foot construction cost table. (See Attached) The first \$125.00 of an application is non-refundable.

Mechanical, Plumbing, Electrical (each code).....25% of Building Code Review Fee

Review of Alterations, Remodeling &
 Submissions Where NO SQUARE FOOTAGE
 CALCULATIONS are available..... \$125.00 Per Hour - 1 Hour Minimum

Consulting Services.....\$125.00 Per Hour - 1 Hour Minimum

SAFE BUILT

SQUARE FOOT CONSTRUCTION COST TABLE

To be used with the SAFEbuilt Valuation-Based Building Permit and Plan Review Fee Schedules for computation of the "Total Cost of Improvement". The table below outlines the base cost per square foot for any given Use Group/Type of Construction combination. Unfinished basements must be computed separately at 20% of table cost. These figures are not intended to reflect actual cost of construction but are only used as a basis for determination of fees related to services rendered for projects.

USE GROUP	(2015 Michigan Building Code)	TYPE OF CONSTRUCTION								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with or without stage	176.44	169.93	165.20	157.56	146.98	142.20	151.76	132.98	127.07
A-2	Assembly, nightclubs, restaurants, bars, banquet halls	151.03	146.72	141.70	136.83	127.57	124.97	131.74	115.44	113.02
A-3	Assembly, religious worship buildings, general, community halls, libraries, museums	178.16	171.65	166.92	159.28	148.82	144.24	153.47	134.83	128.91
A-4	Assembly, arenas	175.54	169.03	163.40	156.66	145.18	141.50	150.86	131.18	126.17
A-5	Assembly, bleachers, grandstands, stadiums	156.59	150.08	144.45	137.72	125.75	122.53	131.91	112.21	107.20
B	Business	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
E	Educational	163.53	157.90	153.20	146.21	136.19	128.91	141.11	118.49	114.47
F-1	Factory and industrial, moderate hazard	92.97	88.61	83.30	80.08	71.35	68.29	76.52	58.88	55.23
F-2	Factory and industrial, low hazard	92.07	87.71	83.30	79.18	71.35	67.39	75.62	58.88	54.33
H-1	High Hazard, explosives	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	N.P.
H234	High Hazard	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	49.55
H-5	HPM	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
I-1	Institutional, supervised environment	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
I-2	Institutional, hospitals, nursing homes	263.67	257.99	252.91	245.84	232.14	N.P.	240.17	217.03	N.P.
I-3	Institutional, restrained	176.87	171.19	166.11	159.04	147.61	142.08	153.37	132.50	125.48
I-4	Institutional, day care facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
M	Mercantile	113.22	108.91	103.89	99.02	90.41	87.80	93.93	78.28	75.86
R-1	Residential, hotels and motels	155.54	150.13	145.97	139.70	128.56	125.20	136.34	115.49	111.44
R-2	Residential, multiple family including dormitories, convents, monasteries	130.40	124.99	120.83	114.56	104.04	100.68	111.82	90.97	86.92
R-3	Residential, one- and two-family	122.74	119.39	116.36	113.47	108.94	106.23	109.87	101.79	95.34
R-4	Residential, care/assisted living facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
S-1	Storage, moderate hazard	86.21	81.85	76.54	73.32	64.77	61.71	69.76	52.30	48.65
S-2	Storage, low hazard	85.31	80.95	76.54	72.42	64.77	60.81	68.86	52.30	47.75
U	Utility, miscellaneous	64.61	61.02	57.11	53.93	48.40	45.26	51.34	37.85	35.85

Mechanical Permit Application SAFEbuilt

107 S. Capital Ave. – P.O. Box 190
Athens, MI 49011

Phone: (269) 729-9244 Fax: (269) 729-9254

Email: athensmi@safebuilt.com

Inspection Scheduling: 877-721-9266

Permit # _____

Fee _____

Method of Pay _____

Receipt # _____

Authority: 1972 PA 230 Penalty: Failure to provide information may result in denial of your request.	Make check or money order payable to the Municipality
---	--

I. Project or Facility Information

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED			
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:			

II. Applicant Information

INDICATE APPLICANT <input type="checkbox"/> Licensee <input type="checkbox"/> Owner	NAME OF APPLICANT	COMPANY NAME	LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)		CITY	STATE	ZIP CODE
TELEPHONE NUMBER (Include Area Code)		E-MAIL ADDRESS		
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)				
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)		

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Commercial
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> Residential
		<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	

IV. Plan Review Information

Plans must be submitted except as listed below.

Plans are not required for the following:

- One-and two-family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less.
- Alterations and repair work determined by the mechanical official to be of a minor nature.
- Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not more than 3,500 square feet.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box below "Plans Not Required."

What is the building size in square footage? _____

What is the input rating of the heating system in this building? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF APPLICANT	DATE
------------------------	------

VII. Fee Schedule – enter the number of items being installed, multiply by the unit price for the total fee.

Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Items #10 Gas Piping and #18 Duct need not be added. Replacement systems should be itemized.

	Fee	# of Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00		
3. Gas/Oil Burning Equipment (furnace, roof top units, generators)	\$30.00		
4. Boiler	\$30.00		
5. Water Heater (gas piping & venting-direct replacement only)	\$5.00		
6. Damper (control, back-draft, barometric or fire/smoke)	\$5.00		
7. Solid Fuel Equipment (includes chimney)	\$30.00		
8. Chimney, factory built (installed separately), B Vent, PVC Venting	\$25.00		
37. Gas Burning Fireplace	\$30.00		
9. Solar; set of 3 panels-fluid transfer (includes piping)	\$20.00		
10. Gas Piping; each opening-new install (residential)	\$5.00		
11. Air Conditioning (incl. split systems) RTU-Cooling Only	\$30.00		
12. Heat Pumps (split systems) or Geothermal (complete residential)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00		
16. Humidifiers/Air Cleaners	\$10.00		
Tanks			
14. Aboveground (other than L.P.)	\$20.00		
38. Aboveground Connection	\$20.00		
15. Underground (other than L.P.)	\$25.00		
39. Underground Connection	\$25.00		
Piping (ALL piping-minimum fee \$25.00)			
17. Fuel Gas Piping	\$.05 /ft		
40. Process Piping	\$.05 /ft		
41. Hydronic Piping	\$.05 /ft		
42. Refrigeration Piping	\$.05 /ft		
46. Commercial Air Conditioning Piping	\$.05 /ft		

	Fee	# of Items	Total
43. Exhausters (commercial)	\$15.00		
18. Duct - minimum fee \$25.00	\$.10 /ft		
19. Heat Pumps; Commercial (pipe not included)	\$20.00		
Air Handlers/Heat Wheels			
20. Under 10,000 CFM	\$20.00		
21. Over 10,000 CFM	\$60.00		
22. Commercial Hoods	\$15.00		
23. Heat Recovery Units	\$10.00		
24. V.A.V. Boxes (all variable volume or zone damper equipment)	\$10.00		
25. Unit Ventilators/PTAC Units	\$10.00		
26. Unit Heaters (terminal units)	\$15.00		
27. Fire Suppression/Protection (includes piping)-minimum fee \$20.00	\$.75 / head		
28. Coils (Heat/Cool)	\$30.00		
29. Refrigeration (split system)	\$30.00		
Chiller/Cooling Towers			
30. Chiller-Refrigeration	\$30.00		
44. Chiller-Air Conditioning	\$30.00		
31. Cooling Towers-Refrigeration	\$30.00		
45. Cooling Towers-Air Conditioning	\$30.00		
32. Compressor/Condenser	\$30.00		
Inspections			
33. Special/Safety Inspection	\$75.00		
34. Rough/Additional Inspection	\$75.00		
35. Final Inspection	\$75.00	1	\$75.00
36. Underground	\$75.00		

*See VII. Fee Schedule Item #2 above

Total Fee (Must include the \$75 non-refundable application and \$75 final inspection fees)

Make checks payable to the Municipality

General: Mechanical work shall not be started until the application for permit has been filed with SAFEbuilt. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected.**

Expiration of Permit: A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. CANCELLED OR TERMINATED APPLICATIONS AND PERMITS ARE SUBJECT TO A \$75.00 ADMINISTRATIVE FEE AS WELL AS THE AFOREMENTIONED NON-REFUNDABLE APPLICATION FEE.**

HOMEOWNER AFFIDAVIT: I hereby certify, by signing the first page of this application, that the work described on this permit application shall be installed by myself in my own home which I am living in or about to occupy upon completion of the work and that all work shall be installed in accordance with the Michigan Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Mechanical Inspector. I will cooperate with the Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

**REINSPECTIONS: \$75.00
PAYABLE PRIOR TO
SCHEDULING THE
REINSPECTION**

Plumbing Permit Application SAFEbuilt

107 S. Capital Ave. – P.O. Box 190
Athens, MI 49011
Phone: (269) 729-9244 Fax: (269) 729-9254
Email: athensmi@safebuilt.com
Inspection Scheduling: 877-721-9266

Permit # _____
Fee _____
Method of Pay _____
Receipt # _____

Authority: 1972 PA230 Penalty: Failure to provide information may result in denial of your request.	Make check payable to the Municipality
--	---

I. Project or Facility Information

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED			
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:			

II. Applicant Information

INDICATE APPLICANT	NAME OF APPLICANT	CONTRACTOR LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Licensee <input type="checkbox"/> Owner			
		MASTER LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)	CITY	STATE	ZIP CODE
E-MAIL ADDRESS			
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Sewer Only	<input type="checkbox"/> Water Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> Commercial
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)		<input type="checkbox"/> Residential

IV. Plan Review Information

Plans must be submitted except as listed below.

Plans are not required for the following:

1. One-and two-family dwelling containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined by the plumbing official to be of a minor nature.
3. Buildings with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box below "Plans Not Required."

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subjected to civil fines.	
SIGNATURE OF APPLICANT	DATE

VII. Fee Schedule - enter the number of items being installed, multiply by the unit price for total fee.

Item #2, Mobile Home Unit Site: WHEN setting a mobile home in a park, or a mobile or modular home on private property, a permit should include the application fee, a sewer or building drain, a water service or water distribution pipe and a final inspection.

Item #3, Fixtures, Floor Drains, Special Drains and Water Connected Appliances Include:

Water Closets	Sink (any description)	Slop Sink	Drinking Fountain	Floor Drain	Water Outlet or Connection to any Make-up Water Tank
Bathtub	Emergency Eye Wash	Bidet	Condensate Drain	Roof Drain	Water Outlet or Connection to Heating System
Lavatories	Emergency Shower	Cuspidor	Washing Machine	Grease Trap	Water Outlet or Connection to Filters
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Starch Trap	Connection to Sprinkler System (Irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Plaster Trap	Water Connected Sterilizer
Urinal	Ice Making Machine		Bed Pan Washer	Water Softener	Water Connected Dental Chair
Autopsy	Water Connected Still		Oil Separator	Sand Trap	Water Connection to Carbonated Beverage Dispensers

Plus Any Other Fixture, Drain or Water Connected Appliance Not Specifically Listed

Item #25, Domestic Water Treatment and Filtering Equipment: A license is not required for the installation of domestic water treatment and filtering equipment that requires modification to an existing cold water distribution supply and associated water piping in buildings if a permit is secured, required inspections performed and the installation complies with the applicable code. If the enforcing agency determines a violation exists, it shall be corrected by the responsible installer. The permit application shall include the application fee, the number of water treatment devices recorded in Item #25 and the appropriate water distribution pipe (system) size fee.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00	Water Distributing Pipe (system)			
2. Mobile Home Park Site*	\$5.00 each			14. 3/4" Water Distribution Pipe	\$5.00		
3. Fixtures, floor drains, special drains, water connected appliances	\$5.00 each			15. 1" Water Distribution Pipe	\$10.00		
4. Stacks (soil, waste, vent and conductor)	\$3.00 each			16. 1-1/4" Water Distribution Pipe	\$15.00		
5. Sewage ejectors, sumps	\$5.00 each			17. 1-1/2" Water Distribution Pipe	\$20.00		
6. Sub-soil drains	\$5.00 each			18. 2" Water Distribution Pipe	\$25.00		
Water Service				19. Over 2" Water Distribution Pipe	\$30.00		
7. Less than 2"	\$5.00			20. Reduced pressure zone back-flow preventer	\$5.00 each		
8. 2" to 6"	\$25.00			25. Domestic water treatment and filtering equipment only**	\$5.00 each		
9. Over 6"	\$50.00			26. Medical Gas System	\$45.00		
10. Connection (bldg. drain-bldg. sewers)	\$5.00			27. Water Heater	\$5.00		
Sewers (sanitary, storm or combined)				Inspections			
11. Less than 6'	\$5.00			21. Underground Inspection	\$75.00		
12. 6" and Over	\$25.00			22. Rough/Additional Inspection	\$75.00		
13. Manholes, Catch Basins	\$5.00 each			23. Final Inspection	\$75.00	1	\$75.00
				24. Special Inspection	\$75.00		

Total Fee (Must include the \$75.00 non-refundable application and \$75.00 final inspection fees)

Please make checks payable to the Municipality

General: Plumbing work shall not be started until the application for permit has been filed with SAFEbuilt. All installations shall be in conformance with the Michigan Plumbing Code. **No work shall be concealed until it has been inspected.**

Expiration of Permit: A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED, CANCELLED OR TERMINATED APPLICATIONS AND PERMITS ARE SUBJECT TO A \$75.00 ADMINISTRATIVE FEE AS WELL AS THE AFOREMENTIONED NON-REFUNDABLE APPLICATION FEE.**

HOMEOWNER AFFIDAVIT: I hereby certify, by signing the first page of this application, that the work described on this permit application shall be installed by myself in my own home which I am living in or about to occupy upon completion of the work and that all work shall be installed in accordance with the Michigan Plumbing Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the Plumbing Inspector. I will cooperate with the Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

**REINSPECTIONS: \$75.00
PAYABLE PRIOR TO SCHEDULING
THE REINSPECTION**

Electrical Permit Application

SAFEbuilt

107 S. Capital Ave. – P.O. Box 190
Athens, MI 49011
Phone: (269) 729-9244 Fax: (269) 729-9254
Email: athensmi@safebuilt.com
Inspection Scheduling: 877-721-9266

Permit # _____
Fee _____
Method of Pay _____
Receipt # _____

Authority: 1972 PA230 Penalty: Failure to provide information may result in denial of your request.	Make check or money order payable to the Municipality
--	--

I. Project or Facility Information

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	CITY	ZIP CODE	COUNTY
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED		Power Company _____ Work Order # _____	
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:			

II. Applicant Information

INDICATE APPLICANT	NAME OF APPLICANT	CONTRACTOR LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Licensee <input type="checkbox"/> Owner			
ADDRESS (Street Number and Name)		MASTER LICENSE NUMBER	EXPIRATION DATE
CITY	STATE	ZIP CODE	E-MAIL
TELEPHONE NUMBER (include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> Commercial
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> Residential

IV. Plan Review Information

Plans must be submitted except as listed below.

Plans are not required for the following:

- When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00.

If work being performed is described above, check box below "Plans Not Required."

What is the rating of the service or feeder in ampere? _____

What is the building size in square footage? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF APPLICANT	DATE

VII. Fee Schedule - enter the number of items being installed, multiply by the unit price for total fee.

Item #17, Mobile Home Unit Site:

When installing a site service in a park, the permit application must include the application fee, service, the number of park sites and a final inspection. When setting a HUD mobile home in a park, a permit must include the application fee, service, feeder and a final inspection. These shall be done by a licensed electrical contractor. When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service, feeder and a final inspection.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$75.00	1	\$75.00	K.V.A., H. P., Wind Turbines, ***EVSE and ****PV Modules			
Service				19. Units up to 20 K.V.A. or H.P./Per PV Module	\$6.00		
2. Through 200 Amp.	\$10.00			20. Units 21 to 50 K.V.A. or H.P./Per PV Module	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00			21. Units > 50 K.V.A. or H.P. /Per PV Module	\$12.00		
4. Over 600 Amp. thru 800 Amp.	\$20.00			-Fire Alarm Systems (not smoke detectors)			
5. Over 800 Amp. thru 1200 Amp.	\$25.00			22. Up to 10 devices	\$50.00		
6. Over 1200 Amp. (GFI only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$5.00			24. Over 20 devices	\$5.00 ea.		
8. Lighting Fixtures/Outlets - per 25	\$6.00			-Data / Telecommunication Outlets			
9. Dishwasher	\$5.00			31. 1 - 19 devices	\$5.00 ea.		
10. Furnace - Unit Heater	\$5.00			32. 20 - 300 devices	\$100.00		
11. Electrical - Heating Units (baseboard)	\$4.00			33. Over 300 devices	\$300.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			-Energy Management Temp. Control			
Signs				25. Energy Retrofit - Temp. Control	\$45.00		
13. Unit	\$10.00			34. Devices - Energy Management	\$5.00 ea.		
14. Letter (each)	\$15.00			26. Conduit only or grounding only	\$45.00		
15. Neon - each 25 feet	\$20.00			Inspections			
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			27. Special/Safety Inspection	\$75.00		
17. Mobile Home Park Site*	\$6.00			28. Rough/Additional Inspection	\$75.00		
18. Recreational Vehicle Park Site	\$4.00			29. Final Inspection	\$75.00	1	\$75.00
				30. Underground	\$75.00		

* See VII. Fee Schedule Item #17 above
 *** EVSE - Electrical Vehicle Supply Equipment
 **** PV Modules - Photovoltaic (Solar Panels)

Total Fee (Must Include the \$75 non-refundable application and \$75 final inspection fees)

Make check or money order payable to the Municipality

General: Electrical work shall not be started until the application for permit has been filed with SAFEbuilt. All installations shall be in conformance with the Michigan Electrical Code. **No work shall be concealed until it has been inspected.**

Expiration of Permit: A permit remains valid as long as work is progressing, and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. CANCELLED OR TERMINATED APPLICATIONS AND PERMITS ARE SUBJECT TO A \$75.00 ADMINISTRATIVE FEE AS WELL AS THE AFOREMENTIONED NON-REFUNDABLE APPLICATION FEE.**

HOMEOWNER AFFIDAVIT: I hereby certify, by signing the first page of this application, that the work described on this permit application shall be installed by myself in my own home which I am living in or about to occupy upon completion of the work and that all work shall be installed in accordance with the Michigan Electrical Code and shall not be enclosed, covered up or put into operation until it has been inspected and approved by the Electrical Inspector. I will cooperate with the Electrical Inspector and assume responsibility to arrange for necessary inspections.

**REINSPECTIONS: \$75.00
 PAYABLE PRIOR TO SCHEDULING
 THE REINSPECTION**



**MANISTEE
PROJECT RISING
TIDE
2019 FINAL
REPORT**
DECEMBER 2019



PREPARED BY
Lissette Reyes
Community Development Fellow

PROJECT RISING TIDE OVERVIEW

The mission of the Rising Tide initiative is to provide at-risk communities with the tools they need to design and build a successful economic framework. It supports vibrant, thriving communities to attract business investment and talent by creating a sustainable path toward economic stability and growth.

The Michigan Economic Development Corporation, Michigan State Housing Development Authority—collectively, the State of Michigan Labor and Economic Opportunity Department (LEO) team, have committed their assets to engaging specific communities across the state in order to empower them to shape their future and maximize economic potential. For each of two “rounds” of the program, one community was selected in each of the ten Michigan Prosperity Regions using the following data, cross-matched by population: poverty, unemployment, labor participation, renter occupancy, vacancy, households receiving assistance.

MEDC’s Redevelopment Ready Communities program provided the initial mechanism to develop and support the Rising Tide platform. The communities develop an Action Strategy outlining tasks, ownership, and deliverables to take place over the course of 9-12 months. The LEO team, along with a consortium of consultants, support the implementation phase by offering capacity, advice, and expertise from a team of consultants selected for their successful experience with Michigan redevelopment projects. The implementation approach is centered on building capacity within the Rising Tide communities.

The City of Manistee started participating in 2018 as part of round two of the program. In this occasion, each round two community received a full-time Community Development Fellow through the Community Development Association of Michigan (CEDAM) to lead the Project Rising Tide initiatives and add capacity to the participating communities.

PROJECT RISING TIDE: MANISTEE

All participating communities were asked to form a "Steering Committee" with local key organizations to identify the priorities of the project for the year of technical assistance.

The Manistee Rising Tide Steering Committee was comprised of the Manager of the City of Manistee, City of Manistee Mayor, City of Manistee Downtown Development Authority, Manistee Area Chamber of Commerce, Manistee Intermediate School District (ISD), Munson Manistee Hospital (Major employer), Blarney Castle Oil and Propane (Major employer), Little River Band of Ottawa Indians (Major employer), Manistee Manufacturers Council ((Major employers), Manistee Planning and Zoning Department, West Shore Community College and the Manistee County Board of Commissioners Chair. The group met monthly with the Community Development Fellow and Michigan Economic Development Corporation (MEDC) Community Assistance Team specialist to track progress, tasks and timelines.

The leaders and organizations identified four focus areas for the technical assistance in Manistee:

A. Economic Development: Creating an Economic Development Strategy that is compliant with Redevelopment Ready Communities Best Practices. This effort will result in a concise and implementable strategic plan that could be adopted by the City and act as an annual 'check-up' for community members to have their voices heard and begin taking action. This initiative is focused in eliminating duplicated efforts in the community and developing a unified mission for economic development.

B. Branding and Marketing: Conduct an inventory and assessment of past branding activities and develop recommendations for future branding and messaging to support economic development and community revitalization.

C. Housing: to move the needle forward on acceptance and development of housing in Manistee. The process will include facilitated focus groups to better understand barriers, a community forum, an evaluation of zoning opportunities, and development of a housing action plan to identify needs, barriers and opportunities.

D. Board Training: This training will focus on general roles and responsibilities of boards, what it means to be an effective board member and best management practices for working collaboratively on economic development.

PROJECT RISING TIDE: MANISTEE

Economic Development

Joe Borgstrom, Principal at Place+Main Advisors was selected as the lead consultant for this initiative. In February 2019, Rising Tide Fellow and Borgstrom held the "Economic Development Summit" at The Vogue Theater that had over 75 attendees.

The event meant to engage the community in the process of identifying the priorities for economic development in Manistee. We conducted a community SWOT Analysis (strengths, weaknesses, opportunities and threats). The community identified the following as a result of the analysis:

Strengths

- Natural Resources (106)
- Ramsdell Theater (38)
- Vogue Theater (30)
- Airport/Commercial Services (25)
- Historic Downtown (21)
- Riverwalk (20)

Opportunities

- Affordable Housing/ Multi Family (53)
- Small Business Development (38)
- New Industries (27)
- County Trail System (21)
- Business Incubator/Commercial Kitchen (18)



Weaknesses

- Lack of Community Collaboration (47)
- Vacant Storefronts (34)
- Lack of Vision (28)
- Lack of Low Income Housing (25)
- Tax Structure (24)

Threats

- Negativity (46)
- Lack of Affordable Housing (41)
- Drugs (30)
- Declining Population (29)

Several focus groups were conducted by the fellow and the consultant with local employers, business owners and economic development subcommittee to gain a more in-depth understanding of the community needs to tie in with the demographics and community data to develop the plan.

As a result of the focus groups, summit and data assessment, Joe Borgstrom from Place+Main advisors presented the Economic Development Strategy in July 2019 at the Manistee City Hall. The document outlines responsibilities, priorities, tasks and specific action items for each community organization focused in the development of entrepreneurship, talent, tourism, place and industry. The recommendations provided for the City of Manistee are tied with the regional goals identified with the City of Manistee Master Plan adopted in 2016, Redevelopment Ready Communities Best Practices and the feedback provided by the community members and local employers.

PROJECT RISING TIDE: MANISTEE

Economic Development

The City of Manistee Economic Development strategy focused in the following objectives:

- **Population Recruitment:** Without question, the biggest obstacle for the City and surrounding area has been the declining population since 2000. This has had a ripple effect across the community. From fewer students in schools to fewer workers for businesses to less demand for retail, a negative growth rate will continue to result in numerous ongoing challenges for the community.
- **Industry development and retention:** Applying a vertical cluster strategy to identify potential suppliers and customers who could benefit from being located closer to their operations, conducting industrial retention visits and developing custom marketing packages of any industrial parcel or property.
- **Shoulder Season and Midweek Tourism Development:** Broaden both the number of active months of tourism in Manistee and increasing mid-week tourism during the summer months as goals.
- **Housing:** Attract developers to assist in creating the specific types of housing the community needs and focusing in Downtown upper floors rehabilitation, creating developer packets with both market data and specific real estate opportunities.
- **Façade Improvements:** The exterior facades of many buildings downtown need appropriate repair. The focus should be on creating visually impactful repairs or improvements consistent with the historic nature of the buildings.
- **Downtown Real Estate Development:** Adopt a concentrated effort to market these sites and provide developer recruitment and education to potential small “mom and pop” developers.
- **Business Improvement Trainings:** Keeping the existing businesses downtown (and potentially helping them expand) as a top priority with customer service training, social media, events, etc.
- **Market Data + Recruitment /Expansion:** The strategy includes a retail leakage report to be shared with downtown businesses and property owners to help focus efforts in expansion and /or attracting businesses to fill the needs.

PROJECT RISING TIDE: MANISTEE

Economic Development

- Manistee Forward: Creating a permanent group of the key community organizations to work on the betterment of the Manistee community and carry on the economic development and Rising Tide recommendations.

In April, with the collaboration of the Michigan Economic Development Corporation, Project Rising Tide hosted the "Incentives 101" training to discuss grants and programs available through MEDC for rental rehabilitation, small business development and other initiatives. This training was another initiative to support the objectives and goals identified in the economic development strategy.

Since the economic development strategy was finalized and presented to the City of Manistee, the Manistee Area Chamber of Commerce hired their Economic Development Director, Marc Miller. Marc Miller has worked closely with all community key organizations, leaders and stakeholders to carry out the recommendations in the strategy focusing in the community goals as defined in the Manistee Master Plan and local needs. Furthermore, the Manistee Area Chamber of Commerce Economic Development Director has also taken the lead in sustaining and supporting the "Manistee Forward" group.

HOUSING

Sarah Lucas, executive director of Housing North was selected as the lead consultant for this initiative. As part of this project, Housing North in collaboration with the community development fellow conducted multiple interviews to leaders, employers and community members about the housing needs and barriers in Manistee.

- In June, Project Rising Tide hosted the "Housing Matters" community forum at the Manistee High School auditorium to share the information gathered with the community interviews, share data on the housing situation across the state of Michigan, discuss barriers and gain community feedback for the housing action plan. The meeting had over 50 attendees who successfully engaged in the discussion and helped develop the plan for the City of Manistee.

PROJECT RISING TIDE: MANISTEE

Housing

The Housing Action Plan developed by Housing North focuses in:

- Housing Rehabilitation and establishing neighborhood enterprise zones, encouraging renovation mortgages and applying for neighborhood improvement grants.
- Developing a shared vision for housing needs
- Establishing of a standard Payment in Lieu of Taxes procedure and criteria
- Adopting zoning changes to diversify housing development opportunities
- Developing capacity for community development
- Exploring the role of the housing commission in the community
- Engaging the community with a proactive message for the housing needs

To support the housing initiative, the community development fellow and Claire Karner, AICP Planner from Beckett&Raeder also presented to the City of Manistee Planning Commission diverse zoning changes and recommendations that would encourage housing development in Manistee.

As a result of one of the recommendations from the Housing Action Plan, the community development fellow launched a Young Professionals Housing Survey to reflect the impact housing has in young families and economic development. The survey responses brought a lot of information and awareness in how the lack of move-in ready and appropriate housing for all people is affecting the development in Manistee. The survey was aimed at Young Professionals between the ages of 18 - 44 years old. Out of the 141 survey respondents, 54.6% shared that they had considered leaving Manistee for the lack of appropriate housing options.

In September 2019, Housing North and Project Rising Tide hosted Jim Tischler, the Director of Development of the State of Michigan Land Bank Authority to talk to leaders and local organizations on resources and opportunities to explore with the Land Bank for housing development projects.

In October 2019, Project Rising Tide also hosted a "Housing Programs and Resources" session with the Michigan State Housing Development Authority (MSHDA) to provide information on down payment assistance programs, home rehabilitation programs and any development tool offered by MSHDA.

In collaboration with Housing North and Marc Miller from the Chamber of Commerce, Rising Tide also hosted a "Lenders discussion" with local banks and credit unions to explore home rehabilitation loan opportunities and products tailored to Manistee to support housing.

PROJECT RISING TIDE: MANISTEE

Branding and Marketing

Ben Muldrow from Arnett and Muldrow associates was selected as the lead consultant for this project. The initiative was focused in developing a new image for the community that would support community and economic development efforts and encourage community pride.

Project Rising Tide Fellow in collaboration with Arnett and Muldrow launched a branding survey to receive community input on the re-branding efforts. The survey received 209 responses that addressed community vision, perception, past efforts and other marketing components. To additionally support this project, three focus groups sessions were open to the public in the Manistee City Hall and Ramsdell Inn to have open discussions on the brand for the City of Manistee.

As a result of the focus groups and responses from the branding survey, Arnett and Muldrow Associates completed a "Branding Toolbox" shared with the City of Manistee and the community in August 2019. In November 2019, the Manistee City Council voted to successfully adopt the branding toolbox. The content that resulted from this effort is also available for community use.

The brand below was developed for the City of Manistee as a result of Project Rising Tide:



PROJECT RISING TIDE: MANISTEE

Board Training

Board training was identified as a key project for the City of Manistee due to a longstanding history of lack of communication and collaboration the community has experienced. Upon the start of Project Rising Tide and the fellowship, the community had numerous silos and organizations working separately towards the same goal. The board training aims to improve the interaction between community organizations to work together for the economic development efforts.

In March 2019, Project Rising Tide launched a survey to several community organizations and leaders to assess practices, training needs, challenges and barriers. With the collaboration of the Michigan Economic Development Corporation, the training is scheduled to take place in January 2020.

PROJECT RISING TIDE: MANISTEE

Community wins and achievements

Project Rising Tide communities are expected to use the technical assistance to their advantage and develop an immediate implementation plan that will support the economic development efforts. The City of Manistee has been an outstanding partner in engaging with the program and establishing transition and implementation plans for the recommendations resulting from Project Rising Tide:

- The Planning and Zoning Department is reviewing the zoning recommendations from Project Rising Tide to consider adopting them in 2020 to ease the process of housing development in Manistee.
- Hiring of the new economic development director represents a win for the community for having a designated person for both the City and the County to work with economic development initiatives and reflects the level of commitment of both the city and county of working together.
- The Manistee Area Chamber of Commerce will be carrying out and implementing the recommendations from the Economic Development Strategy from Project Rising Tide.
- The Manistee City Council voted to adopt the Branding toolbox as recommended by Project Rising Tide to have a unified community image and message that supports economic growth.

PROJECT RISING TIDE: MANISTEE

Wins and achievements

- In conversations with other community partners and organizations, the City of Manistee is actively engaged in finding a plan/solution to tackle the housing barriers in Manistee and establishing an implementation plan of the recommendations from the housing action plan.
- "Manistee Forward" as suggested by Project Rising Tide, is the morphed group of leaders from the Steering Committee and others. This community team is expected to meet regularly to discuss and jointly find solution to community pressing issues. Manistee Forward is formed by the City of Manistee, Manistee County, Manistee Downtown Development Authority, Manistee Area Chamber of Commerce, Intermediate School District, Manufacturers Council, Manistee County Visitors Bureau, Manistee Planning Department, Manistee Ramsdell Regional Center for the Arts and Manistee Community Foundation. The group is being led by the Chamber of Commerce Economic Development Director to continuously track the process of the community in implementing the PRT recommendations, working on trust and communication issues and collectively sharing resources.
- The approval of Hillcrest apartments by the Hollander Development Corporation also represents an achievement for the City of Manistee. The apartment complex will have 50 units at different rates of the average median income to help alleviate some of the housing shortage in the City of Manistee.
- Throughout the year, the community has had significant improvement with its internal communication and awareness of community needs. Several leaders have demonstrated their passion and drive for the community as they work to leave behind personal ideas, opinions or issues and work for the betterment of the community. The communication has been flowing differently in some community organizations and there is an increased level of awareness on how personal attitudes, lack of trust and the work in silos affects the rate at which development happens in Manistee.
- Completion of the Project Rising Tide initiatives with a transition plan. As defined in the action strategy, the community received the economic development plan by Place+Main advisors and through the Chamber of Commerce, Downtown Development Authority and Manistee Forward there is a clear path for implementation. The City of Manistee is successfully adopting the branding toolbox and developing and implementation strategy for the housing action plan. The board training is scheduled to happen in 2020.

PROJECT RISING TIDE: MANISTEE

Challenges and barriers

Like any community, the City of Manistee has challenges and barriers that affect development efforts. While the majority of these challenges have been identified throughout the course of the project and many have improved but there is still work to do to support economic development in the community. Many of these challenges are not "easy" to immediately tackle or solve due to their complexity but, it is important to consider these constraints when further talking about the growth of the community:

- **Population decline:** As defined in the economic development strategy, this is a major barrier affecting every level of the community (small business owners, employers, school enrollment, etc.). Due to the nature of tourism in Manistee, is very hard for business owners to maintain their business open or with longer business hours outside of the summer months. While this will be a long term issue (as seen in the data projections in the economic development strategy) it is imperative to consider this when having discussions of business attraction and retention.
- **Lack of trust within leadership and organizations:** There has been an outstanding level of effort invested by community leaders on this issue this year, yet, there is still work to do. There is a disconnect between the City of Manistee and the Downtown Development Authority as it relates to the structure and roles of each organization. This disconnect affects decision making and at the speed at which projects could be taking place in Manistee.

This lack of trust it's also reflected in other organizations with a constant need for power, recognition or ownership of initiatives, which once again results in working in silos or having numerous resources at the same time invested in the same initiative, affecting the greater impact. The size of this community allows organizations to have joint plans and goals to invest resources efficiently. A lot of solving this issue is part of the existence of "Manistee Forward" but leaders have to continue to be committed to the cause to alleviate these issues.

- **Lack of capacity:** Manistee has a lot of good recommendations and plans to implement for community development but, generally, most organizations do not have the staff to effectively implement these plans in a timely manner. Numerous employees are overtasked or overwhelmed for the amount of workload that is usually given to them. Developing ideas for shared assets, staff or resources could help address this problem.
- **Housing:** While is not unique to Manistee and it's a problem affecting our state across the board, housing is an immediate constraint to economic development in Manistee.

PROJECT RISING TIDE: MANISTEE

Challenges and barriers

There is little to no move-in ready options , the available rentals are in bad conditions or deteriorating, many of the available housing has moved to short-term rentals and the average median income is not enough for young starting families to purchase a house and repairit. There are numerous challenges to housing rehabilitation and development in the community as explained in the housing action plan. It is imperative to invest resources to support the housing solutions in Manistee to care for all needs, at all levels.

- **Low boards/commission rotation:** Although Manistee has amazing champions, there is a low level of engagement from some key leaders in community projects, initiatives, collaboration and conversations. Since there isn't much turnover in these roles (no new volunteers or interested candidates for boards and commissions), issues with communication or engagement usually take longer to be resolved. The City of Manistee is actively looking for volunteers or member for City boards and organizations.
- **Reluctance to invest:** There is a level of reluctance to invest across some community organizations. This does not mean that there aren't significant funding gaps for projects and initiatives, but there's a noticeable level of resistance when discussing the needs to invest in education, workforce development, marketing, housing, economic development, education, trails, and outdoors. Positive impact comes with investment in resources, projects and people; not acknowledging the importance of investment could constrain development efforts in the community. Significant advocacy is needed to communicate the importance of investing in certain projects, initiatives, or people.

Many of these challenges or weaknesses are aligned with the feedback the community shared at the Economic Development Summit in February. The community leaders have reacted to these concerns and have taken active role in tackling these barriers and challenges. The recommendations from Project Rising Tide and the board training work to alleviate some of these concerns, but local effort will be required to continue working to solve these challenges.

PROJECT RISING TIDE: MANISTEE

Projects, engagement, events

The community had an amazingly positive response to Project Rising Tide, the community development fellow and the mission of the project. Throughout the year, numerous citizens engaged with the project attending events, responding surveys, contact through email or social media, meetings the fellow to support and provide input in the project initiatives. In 2019, the community development fellow in collaboration with numerous organizations worked to launch different events and programs that support community development and the mission of Project Rising Tide:

- The Economic Development Summit at The Vogue Theater in February with over 70 attendees to discuss community needs, priorities, get community input and share the mission of the economic development strategy.
- Employer and small business owner focus groups with Place+Main Advisors had over 15 attendees. These focus groups were meant to receive input from the business community on the needs, priorities and pressing issues.
- Michigan Economic Development Corporation (MEDC) "Incentives 101" session had over 29 attendees. Dan Leonard, the MEDC Senior Community Assistance Team member assigned to region 2 discussed grant opportunities for rental rehabilitation, small business development, community development block grant and other resources for business development and downtown revitalization.
- Three "Share your vision" focus groups to support the branding initiative. Two of these focus groups were open to the public at the Manistee City Hall and at the Ramsdell Inn to receive community input with 30 attendees.
- The "Share your vision" branding survey received 209 responses in regards to community visioning, past branding efforts and community marketing.
- The "Share your vision" branding reveal had over 50 attendees at the City of Manistee Municipal Marina as the consultant shared the branding toolbox developed for the community.
- The presentation of the Economic Development Strategy at the City Hall had over 50 attendees. In this event Joe Borgstrom presented the recommendations to the community and explained the process and expectations with the document.

PROJECT RISING TIDE: MANISTEE

Projects, engagement, events

- The Young Professionals Housing Survey received 141 responses from young professionals between the ages of 18 - 44 to receive input and develop a message of the impact of the housing needs in Manistee. The results had good coverage from local news, 9&10 News, Ludington News and others.
- The "Housing Matters" community forum in June had over 50 attendees. Hosted by Rising Tide, Sarah Lucas and the Chamber of Commerce President, the forum meant to discuss the importance of housing in the community, recommendations for actions and local challenges and barriers.
- The State of Michigan Land Bank Authority workshop for local officials and organizations with Jim Tischler, the Director of development was a success. This event had 15 local leaders and officials attend in collaboration with the County Land Bank to discuss resources and programs to tackle housing and community development efforts.
- The Michigan State Housing Development Authority (MSHDA) workshop session to discuss home ownership programs, down payment assistance and other resources available through MSHDA to support housing.
- Participating in the MEDC Site assessment program of the Renaissance Park in Manistee in collaboration with the Manistee Area Chamber of Commerce. This program helps communities receive specific information to be used to attract industrial developers.
- The board training survey received 48 responses from local officials and organization to identify training needs, barriers and priorities for board and economic development training.
- In collaboration with the Downtown Development Authority participated in the AARP Community Development Grant challenge and the Michigan Strategic fund facade grant application.
- With the Chamber of Commerce Economic Development Director and Sarah Lucas from Housing North hosted a lenders discussion to identify alternatives or products tailored to Manistee for home ownership and home rehabilitation.
- Participated in numerous meetings with developers showcasing community assets, opportunity zones and local programs.
- Engaged with the Planning Department on maintaining the Redevelopment Ready Certification for the City of Manistee updating the Economic Development Strategy, RRC Sites packages and other RRC tasks.

PROJECT RISING TIDE: MANISTEE

Recommendations

The participation of the City of Manistee with Project Rising Tide was a year of success. The city engaged in all required activities, supported the project and has demonstrated a commitment with all the local leaders and organizations to implement the recommendations resulting from the technical assistance.

There are key goals and projects the community needs to continue investing and prioritizing to support economic and community development:

- Placemaking and downtown revitalization should continue to be a priority for the community. As the economic development strategy describes, the community needs to have a proactive role initiating projects in the Downtown. The Downtown Development Authority should continue to work with the city and chamber of commerce to invest and build in their current assets like the Riverwalk. Having a more proactive approach to trash pickup in the downtown district, addressing downtown blight, and actively working to promote façade grants, loans, and available incentives are key to attracting investment and revitalization.
- Filling the capacity gap to address the housing needs. Currently, there isn't an established contact/organization with the capacity to lead or work to remove the housing barriers for the community, which directly affect economic growth. Significant work is needed to identify funding sources, work with organizations to tackle homelessness, housing development, etc.
- Strengthen the community image and actively celebrate successes with the community.
- Continue supporting the West Shore Community College project downtown and the "Gateway Project." Both have the potential to significantly impact to the future of Manistee.
- Investing in community initiatives will be key to achieve the economic development goals. Currently, there is a great working relationship between the City of Manistee and Manistee County. Taking advantage of this momentum to build partnerships with other organizations and foster financial support and collaboration it's key.

PROJECT RISING TIDE: MANISTEE

Recommendations

- Actively addressing blight is a priority for the community. Reviewing the current blight ordinances to identify proactive ways to address blight and supporting the initiatives of the recently formed blight ad-hoc blight committee are important steps for immediate action.
- Rebuilding trust and maintaining communication between leaders and organizations is key to support the change that has already started in Manistee. Solving communication issues right away and having trust and respect for the intention of each local organization is imperative to work on the sustainability of the development efforts in the community.

Working with such a fantastic community filled with pride, joy and passion of the amazing assets it has and all that it represents has been a pride for all of those involved in the project. Manistee continues to be a community on the rise ready to continue growing and making positive changes.

The commitment, engagement and support demonstrated by its leaders, citizens, business owners and community organizations has been outstanding. The path forward is focused in taking action, celebrating successes and knowing that this is Manistee: Soul of the water; Spirit of the Woods.

FINAL ACKNOWLEDGMENTS

Congratulations to everyone!

Working in Manistee throughout this whole year has been an absolute delight. I came to this community as an "outsider" and I'm finishing this contract with a community that treats me like "family". It has been an amazing experience to see how dedicated and resilient this community is and how it's fully ready to take change into their own hands. I was welcomed to this community with open arms by all the great people that make it "the place to be".

I want to take a moment to especially thank the Manistee City Manager Thad Taylor for his commitment and support. Manistee City Council for welcoming and supporting the program and demonstrating engagement and readiness for economic development

The Manistee Area Chamber of Commerce President and all staff for helping and being a catalyst for change in this community. The Manistee Downtown Development Authority, Community Foundation, Ramsdell Regional Center for the Arts, Manistee County, Manistee Planning Department, Vogue Theater, Manufacturers Council, Manistee County Visitors Bureau, Rotary Club, Downtown Business Owners, Munson Manistee Hospital, Human Services Collaborative Body, City of Manistee Police Department, Manistee Manufacturers Council, Manistee Planning Commission and Historic District Commission, City of Manistee staff, Manistee Jaycees, Department of Public Works, Small Business Development Center, Blarney Castle Oil and Propane, Little River Band of Ottawa Indians and all of the other numerous and fantastic organizations and people that spend their time making this community a fantastic place to invest, live and grow together.

There is a very bright future ahead and it's all because of all of you!

*Sincerely,
Lissette Reyes
Project Rising Tide Community Development Fellow*

"Do what you can with all that you have, wherever you are." – Theodore Roosevelt

Whatever the mind of man can conceive and believe, it can achieve. –Napoleon Hill

RESOLUTION OF THANKS AND APPRECIATION

Lissette Reyes

WHEREAS, Lissette Reyes became the Project Rising Tide Fellow on December 10, 2018; and

WHEREAS, Lissette Reyes moved forward the four initiatives identified by the Project Rising Tide Steering Committee; and

WHEREAS, Lissette engaged the community and provided opportunities for community members to provide input and direction on matters of importance to the community; and

WHEREAS, During her time with the City, Lissette demonstrated outstanding initiative and professionalism in the execution of her many duties and responsibilities; and

WHEREAS, Lissette will remain a friend to the employees of the City of Manistee; and

WHEREAS, Lissette Reyes has served the City of Manistee and our community with pride and dedication; now, therefore, be it

RESOLVED, That on behalf of the Manistee City Council and the Citizens of this Community, we give thanks and appreciation to Lissette Reyes for her service to this community.

FURTHER SAYETH NOT THIS RESOLUTION.

Mayor Roger Zielinski Dated

Heather Pefley, City Clerk Dated

RESOLUTION OF THANKS AND APPRECIATION

Cindy Lokovich

WHEREAS, Cindy Lokovich began her career with the City of Manistee on January 27, 1975 under a CETA work program as a clerk in the Treasurer's Office, steadily and deservedly she advanced to her current position as the City Manager's Executive Secretary in 1981; and

WHEREAS, During her tenure Cindy demonstrated outstanding capabilities, initiative, and professionalism in the execution of her many duties and responsibilities; and

WHEREAS, Cindy joined the International Association of Administrative Professionals in May of 1990 and through hard work and dedication earned her CAP-OM certification as a certified administrative professional with a specialty in organizational management, recertifying every three years. As an IAAP member Cindy was recognized each year as a Member of Excellence; and

WHEREAS, Through her tenure Cindy worked through several City Manager and Council transitions, adjusting to their ever changing needs with great adaptability; and

WHEREAS, As the Executive Secretary she served many boards and commissions including the Oil and Gas Board, the Harbor Commission, Council Audit Committee, Council Ordinance Committee, Personnel Committee, special Ad hoc Council Committees and others as needed; and

WHEREAS, Cindy will remain a great friend to the employees of the City of Manistee; and

WHEREAS, Cindy has served the City of Manistee with pride, dedication, and integrity since January 1975, completing Forty-Five years of service to the community; now, therefore, be it

RESOLVED, That on behalf of the Manistee City Council and the Citizens of this Community, we give thanks and appreciation to Cindy Lokovich for her long and loyal service to this community and congratulate her upon her retirement as of January 17, 2020.

FURTHER SAYETH NOT THIS RESOLUTION.

Mayor Roger Zielinski

Heather Pefley, City Clerk Dated