

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, MAY 21, 2013 – 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.) Approval of Payroll.
b.) Monthly Bills.
- XI. b.) Notification Regarding Next Work Session.
c.) Consideration of Christian Faith Church Running for God Event.
d.) Consideration of American Legion Auxiliary Poppy Sales.

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

***V. Approval of Minutes.** Approval of the minutes of the May 7, 2013 regular meeting and the May 14, 2013 work session as attached.

VI. Financial Report.

*a.) APPROVAL OF PAYROLL.

*b.) MONTHLY BILLS.

VII. Unfinished Business.

VIII. New Business.

a.) CONSIDERATION OF MANISTEE NON-MOTORIZED TRANSPORTATION COMMITTEE BYLAWS.

On February 14, 2013 the City of Manistee Non-Motorized Transportation Committee amended their bylaws. The Committee amended Section 3.0 Officers and Section 4.0 Officer Duties by adding the position of “Secretary.”

At this time Council could take action to adopt amended bylaws for the Non-Motorized Transportation Committee and authorize the Mayor to execute the document.

b.) CONSIDERATION OF A LISTING AGREEMENT WITH COLDWELL BANKERS FOR RENAISSANCE PARK LOTS.

The City has been approached by Coldwell Banker Real Estate Agents Therran Ferguson and Randy Zakrajsek to obtain an exclusive listing contract with the City of Manistee to market and sell the remaining lots in the Manistee Renaissance Zone Industrial Park. The City Attorney has reviewed and approved the contract.

At this time Council could take action to authorize a listing contract with Coldwell Banker Real Estate Agents Therran Ferguson and Randy Zakrajsek, with a set commission fee of 8%; and authorize the Mayor to execute the appropriate documents.

c.) CONSIDERATION OF APPLICATIONS TO BOARDS AND COMMISSIONS.

The City Clerk has taken action to advertise vacancies on the Housing Commission and the Zoning Board of Appeals.

All appointments by the Mayor are subject to the Council’s approval, unless otherwise specified by statute or ordinance. Nominations for Council appointments do not require a second. After a member of Council nominates an individual for appointment, Council shall vote on the nomination. A majority vote in favor of placement of the nominee is required for appointment.

The following applications have been received:

HOUSING COMMISSION – Regular Member – One vacancy, five-year term ending 05/31/18, Mayoral appointment.

Donna Korzeniewski, 17 Magill Street*

HOUSING COMMISSION - Resident Member – One unexpired term ending 05/31/17, Mayoral appointment.

Cheryl A. Stephison, 273 Sixth Avenue, Apt 503

ZONING BOARD OF APPEALS – Four vacancies, three regular members for three-year terms ending 05/31/16; one alternate member for an unexpired term ending 05/31/15; Mayoral appointment.

John Perschbacher, 420 Third Street*

William R. Kracht, 403 First Street*

Mark Hoffman, 361 Second Street*

*Incumbent

At this time the Mayor and Council could take action to make appointments as noted above.

IX. Notices, Communications, Announcements.

- a.) A REPORT FROM THE ALTERNATIVES FOR AREA YOUTH AND THE PEG COMMISSION.

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

At this time Ms. Sheila Kaminski will report on the activities of the Alternatives for Area Youth and respond to any questions the Council may have regarding their activities.

At this time Mr. Keith Brown will report on the activities of the PEG Commission and respond to any questions the Council may have regarding their activities.

No action is required on this item.

*b.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, June 11, 2013 at 7 p.m. A discussion will be conducted on project updates; and such business as may come before the Council. No action is required on this item.

*c.) CONSIDERATION OF CHRISTIAN FAITH CHURCH RUNNING FOR GOD EVENT.

Authorization is being sought by the Christian Faith Church to organize and hold a run/walk on Saturday, June 15, 2013 beginning at 9 a.m. to approximately 11:30 a.m. (allowing time to complete routes back to Lion's Pavilion). The event would assemble at the First Street Beach Lions Pavilion and circle First Street Beach to Cherry, to Eighth Street, to Robinson, to Oak, to Water Street, back to First Street and the Lion's Pavilion.

At this time Council could take action to authorize the Running for God event on June 15, 2013.

*d.) CONSIDERATION OF AMERICAN LEGION POPPY SALES.

The American Legion Auxiliary is requesting permission to conduct their annual Poppy Sales on May 23, 24, and 25, 2013 in the City of Manistee.

At this time Council could take action to authorize the annual American Legion Auxiliary Poppy Sales on May 23, 24, and 25, 2013.

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.

MDD:cl

COUNCIL AGENDA ATTACHMENTS:

Council Meeting Minutes – May 7, 2013
Council Work Session Minutes – May 14, 2013
Monthly Bills
Non-Motorized Transportation Committee Bylaws
Renaissance Park Real Estate Listing Contract
Board and Commission Applications
Running for God Event Request
American Legion Auxiliary Poppy Sale Request

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 7, 2013

A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, May 7, 2013 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Edward Cote, Robert Hornkohl, Robert Goodspeed (arrived at 7:30), Catherine Zaring, Beth Adams, and Eric Gustad.

ALSO PRESENT: City Manager – Mitch Deisch, City Attorney – Richard Wilson, Deputy City Clerk – Mary Bachman, Community Development Director – Jon Rose, Finance Director – Ed Bradford, Public Safety Director – Dave Bachman, and City Engineer – Corey Kandow.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

- Minutes - April 16, 2013 - Regular Meeting
- April 16, 2013 - Work Session
- April 23, 2013 - Work Session
- Payroll - April 15-28, 2013 - \$ 110,758.88
- Cash Balances Report - February 2013
- Notification Regarding Next Work Session – May 14, 2013
A discussion will be conducted on Project Updates; and such business as may come before the Council.
- Consideration of United Veterans Council Annual Memorial Day Parade
The United Veterans Council has requested authorization to conduct the Annual Memorial Day Parade on Monday, May 27, 2013. The parade will commence at 10 a.m. at the corner of River and Division Street, travel west along River Street, cross the Maple Street Bridge to the Veterans Memorial.
- Consideration of Special Olympics Tag Day Request.
Special Olympics for Area 24 have requested authorization to conduct a tag day fundraiser on Saturday, June 8, 2013. Special Olympics are a nonprofit organization that provides athletic competition for athletes who are mentally impaired. All funds raised locally are spent locally.

- Consideration of Tight Lines for Troops Car Show.
The City has received a request to add an item to the annual Tight Lines for Troops fishing event. The Downtown Development Authority has requested authority to close River Street in the Fountain Plaza area from 8:30 a.m. to 3:30 p.m. on Saturday, May 18, 2013 to provide a display area for a car show.
- Consideration of VFW Buddy Poppy Campaign.
The VFW Walsh Post 4499 and its Men's and Ladies Auxiliaries have requested authorization to conduct their annual Buddy Poppy Campaign from Tuesday, July 2 through Saturday, July 5, 2013. All proceeds are used locally for the benefit of local disabled and needy veterans and widows and orphans of deceased Veterans of Foreign Wars.

MOTION by Hornkohl, second by Cote to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF ADOPTING THE 2013-2014 BUDGET AND CAPITAL IMPROVEMENT PLAN.

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

MOTION by Hornkohl, second by Cote to adopt a resolution approving the 2013-2014 Budget and Capital Improvement Plan for the City of Manistee.

With a roll call vote this motion passed.

AYES: Kenny, Cote, Hornkohl, Zaring, and Gustad

NAYS: Adams

CONSIDERATION OF MSDDA BUDGET AMENDMENTS FOR FISCAL YEAR 2012-2013.

The Manistee Main Street Downtown Development Authority Board of Directors approved their amended 2012-2013 Fiscal Year Budget at their meeting of May 1, 2013 to be presented to City Council. The board is now requesting that City Council approve the amended budget as presented. A presentation by Travis Alden, DDA Director followed.

MOTION by Hornkohl, second by Zaring to approve the MSDDA's amended 2012-2013 Fiscal Year Budget.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF PROPOSED MSDDA BUDGET FOR FISCAL YEAR 2013-2014.

The Manistee Main Street Downtown Development Authority Board of Directors approved their 2013-2014 Fiscal Year Budget at their meeting of May 1, 2013 to be presented to City Council. The board is now requesting that City Council approve the budget as presented. City Code of Ordinance No. 282.09 (b) requires the DDA to submit their annual budget to Council by the same date that the City Budget is required by Charter to be approved which is May 15.

MOTION by Hornkohl, second by Zaring to approve the MSDDA's 2013-2014 Fiscal Year Budget.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF DNR WATERWAYS GRANT AGREEMENT.

The Department of Natural Resources has implemented the 2013 Emergency Dredging Plan and Manistee is included in the dredge funding grant. We need to authorize a resolution accepting the Waterways Grant Agreement for funds to perform dredging operations for the Municipal Marina. The City Attorney has reviewed the resolution and agreement.

MOTION by Hornkohl, second by Cote to support and approve the resolution to accept Waterways grant funds; and authorize the Mayor to execute the agreement.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Adams, and Gustad

NAYS: None

CONSIDERATION OF A FEMA GRANT AWARD, AID TO FIREFIGHTERS PROGRAM.

An application was made to the FEMA Aid to Firefighters Program for the purchase of a compressor, fill station and electrical work necessary for the Manistee Fire Department to make their own breathing air and to fill the SCBA units. We have received notice of a grant award of \$49,590 plus an additional \$3,000 for the electrical work. The City's grant match is 5% or \$2,610 toward the project and another 5% or \$2,610 to DNR Consultants who prepared and submitted the grant on behalf of the City. The City Attorney has reviewed and approved the grant documents.

MOTION by Goodspeed, second by Cote to accept a grant award from the FEMA Aid to Firefighters Program; with the associated grant match amounts.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Cote, Hornkohl, Goodspeed, Zaring, Adams, and Gustad

NAYS: None

A REPORT FROM THE ALLIANCE FOR ECONOMIC SUCCESS.

Ms. Kathy Adair Morin reported on the activities of the Alliance for Economic Success and responded to questions the Council had regarding their activities.

CITIZEN COMMENT.

None received.

OFFICIALS AND STAFF.

Mitch Deisch congratulated Deputy Clerk Mary Bachman for earning her Certified Master Municipal Clerk designation.

Attorney Wilson said a hello to the Council from George Saylor.

Chief Bachman thanked the Council for their support on the FEMA grant.

COUNCILMEMBERS.

Goodspeed asked for an update on Sands Park.

CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION.

City Manager Mitch Deisch has requested an Executive Session this evening as permitted by the Open Meetings Act, Section 8 (c) to discuss contract reopener negotiations with the United Steelworkers, the International Association of Fire Fighters, the Police Officers Association of Michigan and the Command Officers Association of Michigan.

MOTION by Cote, second by Hornkohl to adjourn into Executive Session.
Time: 8:10 p.m.

MOTION by Goodspeed, second by Cote to return to Regular Session.
Time: 8:28 p.m.

CONSIDERATION OF FOUR ONE-YEAR UNION CONTRACT REOPENER AGREEMENTS.

MOTION by Cote, second by Hornkohl to approve four one-year contract reopener agreements with the United Steelworkers, the International Association of Fire Fighters, the Police Officers Association of Michigan and the Command Officers Association of Michigan; and authorize the Mayor and City Clerk to execute the documents.

With a roll call vote this motion passed.

AYES: Kenny, Cote, Hornkohl, Zaring, Adams, and Gustad

NAYS: None

ABSTAINED: Goodspeed

ADJOURN.

MOTION to adjourn was made by Goodspeed, second by Cote. Meeting adjourned at 8:31 p.m.

Mary Bachman CMC
Deputy City Clerk / Payroll & Benefits

DRAFT

**MANISTEE CITY COUNCIL
WORK SESSION
MINUTES OF MAY 14, 2013**

The Manistee City Council met in a work session on Tuesday, May 14, 2013 at 7 p.m., Council Chambers, City Hall, 70 Maple Street, Manistee MI 49660.

MEMBERS PRESENT: Colleen Kenny, Catherine Zaring, Beth Adams, Eric Gustad, Ed Cote, Robert Goodspeed, Bob Hornkohl

MEMBERS ABSENT: None

OTHERS PRESENT: Department Directors, Media and Public

Discussion on Agenda Format. Council has discussed in the past the policy for reading letters received from the public during public comment periods. The proposed revised language on the agenda format addresses and clarifies that question.

Consensus: Council discussed and supported the new agenda language with the change that the Mayor shall (replacing may) recognize citizens in attendance. Council emphasized that citizens are welcome to read their own letters into the public record.

2013 Capital Project Update. Staff presented updates and timelines on the Fish Cleaning Station, First Street Beach Pavilion, Maple Street Drainage project, Kosciusko Street project, SSES, and the Rotary Park Playground. Of particular note, Utility Staff discovered a large source of storm water entering the sanitary system at Maple and River this morning. This cross-connection was addressed. Regular updates will be made to Council throughout the construction season during work sessions.

Miscellaneous Updates. Updated Council on progress being made to greater utilize social media for promoting the City and informing the public. Please like us on Facebook. Updated Council on proposed dates for Mayors Exchange, please advise the Manager's Office on your availability. Updated Council on timeline for Engineer of Record RFQ.

Adjourned at 8 p.m.

Respectfully submitted,

Mitch Deisch, City Manager

MDD:cl

INVOICE APPROVAL LIST BY FUND REPORT

04/10/13

Date: 04/10/2013

Time: 10:09 am

City of Manistee

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Fund: 101 GENERAL FUND							
Dept: 100 GENERAL							
101-100-801.000	Professional Ser						
	CENTRAL INTERCONNECT, I	22273	DID Numbers, System Backup	37805	03/08/2013	03/08/2013	59.00
	CENTRAL INTERCONNECT, I	22324	Remote - Assist With Changes	37805	03/20/2013	03/20/2013	59.00
	EFTAXIADIS CONSULTING IN	MNST-1301LF	Filer Twp Landfill Environment	37822	04/11/2013	03/12/2013	637.50
							755.50
101-100-855.000	Utilities - Cell Ph						
	AT&T MOBILITY	837869502X03282013	Monthly Service	37798	04/27/2013	03/28/2013	1,292.76
							1,292.76
101-100-859.000	Utilities - Data\n						
	CHARTER COMMUNICATIONS	209 0088022 - Apr 13	Monthly Service - City Hall	37806	03/22/2013	03/22/2013	224.99
	CHARTER COMMUNICATIONS	209 0076258 - Apr 13	Monthly Service - City Hall	37806	03/22/2013	03/22/2013	6.16
							231.15
101-100-901.000	Postage						
	EASYPERMIT POSTAGE	#5557150202 - Mar 13	Postage	37821	03/08/2013	03/08/2013	3,945.28
							3,945.28
101-100-925.001	Electric - Street L						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	10,803.71
							10,803.71
							Total Dept. GENERAL: 17,028.40
Dept: 172 MANAGER							
101-172-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	6.95
							6.95
101-172-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	349069-0	Lam. Pouch, Ltr Pkt	37848	04/17/2013	03/18/2013	68.96
	JACKPINE BUSINESS CENTE	349514-0	Exec Highback Chair	37848	04/24/2013	03/25/2013	329.97
	JACKPINE BUSINESS CENTE	350266-0	Prm, Hi-Back Mesh, Set Up	37848	05/05/2013	04/05/2013	294.99
	JACKPINE BUSINESS CENTE	C 349514-0	CREDIT - Exec Chair	37848	05/05/2013	04/05/2013	-329.97
							363.95
101-172-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	770.83
							770.83
101-172-985.000	Lease Purchase						
	US BANK EQUIPMENT FINAN	224835314	Kyocera Copier Lease - Manager	37908	03/21/2013	03/21/2013	69.74
							69.74
							Total Dept. MANAGER: 1,211.47
Dept: 215 CLERK							
101-215-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	6.95
							6.95
101-215-728.000	SUPPLIES - Ope						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	5.25
	JACKPINE BUSINESS CENTE	349333-0	Laserjet Toner	37848	04/19/2013	03/20/2013	103.97
							109.22
101-215-801.000	Professional Ser						
	CIC BENEFIT CONSULTING C	APR 2013	COBRA Administration	37808	05/01/2013	04/01/2013	42.75
							42.75

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
101-215-860.000	Travel & Training						
	INTERNATIONAL INSTITUTE		MMC Designation Application	37846	05/05/2013	04/05/2013	200.00
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	6.00
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	229.50
							435.50
101-215-870.000	Memberships & [
	INTERNATIONAL INSTITUTE	2013 - #16272	Membership - M Wright	37845	04/25/2013	03/26/2013	145.00
	INTERNATIONAL INSTITUTE	2013 - #17569	Membership - M. Bachman	37845	04/25/2013	03/26/2013	85.00
							230.00
101-215-900.000	Printing & Publis						
	MANISTEE COUNTY REGIST		Record - Comm Riverfront Lease	37856	05/09/2013	04/09/2013	23.00
	MANISTEE COUNTY REGIST		Record - Special Use Permit	37856	05/09/2013	04/09/2013	29.00
	PIONEER GROUP/THE//	#41100167 - 03/31/13	Advertisements	37888	04/20/2013	03/31/2013	208.75
							260.75
101-215-985.000	Lease Purchase						
	PITNEY BOWES	4488375-MR13	Mail Machine Rental	37889	04/12/2013	03/13/2013	735.00
							735.00
							Total Dept. CLERK: 1,820.17
Dept: 253 FINANCE / TREASURE							
101-253-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	6.95
							6.95
101-253-728.000	SUPPLIES - Ope						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	10.50
	OLESON'S FOOD STORES	#5674 - 04/03/13	Candies, Tea, Coffee	37883	05/03/2013	04/03/2013	13.08
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	31.79
							55.37
101-253-735.000	Periodicals & Pul						
	FORTUNE	2013	Subscription	37831	04/01/2013	04/01/2013	20.00
							20.00
101-253-860.000	Travel & Training						
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	105.40
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	73.10
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	147.17
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	25.00
							350.67
101-253-870.000	Memberships & [
	GOVERNMENT FINANCE OFI	2013 - 0100779	Membership - E.Bradford	37835	03/29/2013	03/01/2013	170.00
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	90.00
							260.00
101-253-985.000	Lease Purchase						
	US BANK EQUIPMENT FINAN	224479444	Kyocera Copier Lease - Finance	37908	03/17/2013	03/17/2013	125.90
							125.90
							Total Dept. FINANCE / TREASURER: 818.89
Dept: 257 ASSESSOR							
101-257-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	6.95
							6.95
101-257-728.000	SUPPLIES - Ope						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	5.25

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	COMMUNICRAFT LTD.	28162	#10 Envelope Permit Imprint	37814	02/25/2013	03/01/2013	87.50
	JACKPINE BUSINESS CENTE	348004-0	File Folder, Add Roll, Inkart	37848	03/30/2013	03/01/2013	141.18
	JACKPINE BUSINESS CENTE	348005-0	Toner Cartridge	37848	03/29/2013	03/01/2013	129.99
	JACKPINE BUSINESS CENTE	348511-0	Lsr Labels	37848	04/05/2013	03/06/2013	24.99
	JACKPINE BUSINESS CENTE	349066-0	Pen, Refill, Binder Clips	37848	04/14/2013	03/15/2013	23.04
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	23.90
							435.85
101-257-735.000	Periodicals & Pul MARSHALL & SWIFT	2013 - #379182	Residential Cost Handbook,	37860	03/31/2013	03/31/2013	829.15
							829.15
101-257-801.000	Professional Ser INFO GEOGRAPHICS INC	13040105	GeoConnector Annual Maint	37844	05/01/2013	04/01/2013	425.00
							425.00
101-257-831.000	Contractual Repa APEX SOFTWARE	277414	Maintenance Renewal	37796	02/05/2013	03/01/2013	430.00
							430.00
							Total Dept. ASSESSOR: 2,126.95
Dept: 265 MUNICIPAL BUILDING:							
101-265-728.000	SUPPLIES - Ope ACE HARDWARE/MANISTEE	109168	Unitab Rd Urinaltab Blue	37793	04/19/2013	03/20/2013	33.99
	FASTENAL COMPANY	MIMAN96533	Can Liners, Hand Towels	37827	04/12/2013	03/13/2013	207.44
	FASTENAL COMPANY	MIMAN96605	Ice Melt	37827	04/18/2013	03/19/2013	46.25
	PURE WATER WORKS	238481	Purified Water	37892	05/04/2013	04/04/2013	40.00
	WAHR HARDWARE, INC.	2959	Countertop Magic	37910	04/19/2013	03/20/2013	39.54
							367.22
101-265-831.000	Contractual Repa CUSTOM SHEET METAL & HE	0000059133	Service Agreement/Filter Chang	37818	03/13/2013	03/01/2013	1,175.00
	CUSTOM SHEET METAL & HE	0000059663	Repair Zone Valve - Council Rm	37818	04/05/2013	03/06/2013	142.15
	CUSTOM SHEET METAL & HE	0000059783	Actuator, Valve, Check/Test	37818	05/02/2013	04/02/2013	381.51
	HANSEN/MARK//		City Hall - Police Dept Damage	37841	03/22/2013	03/22/2013	242.65
	HANSEN/MARK//		City Hall - Fire Surpression	37841	04/03/2013	04/03/2013	415.81
	PERSONAL PLUMBING INC	130322-14	Toil Repair - City Hall	37885	03/23/2013	03/23/2013	123.07
	TOP LINE ELECTRIC LLC	4168	Squad Room Lock Assembly	37905	03/26/2013	03/26/2013	407.57
	TOP LINE ELECTRIC LLC	4172	Replace Ballast - Police Dept	37905	03/26/2013	03/26/2013	76.88
	TOP LINE ELECTRIC LLC	4178	Stairwell Lights - City Hall	37905	03/27/2013	03/27/2013	404.89
	TOP LINE ELECTRIC LLC	4181	Troubleshoot Light - Police	37905	03/28/2013	03/28/2013	55.50
							3,425.03
101-265-850.000	Phone AT&T	2013 - 231R01300604	Monthly Service	37797	05/01/2013	04/01/2013	76.21
	POWERNET GLOBAL COMM	28984349	Monthly Service	37891	04/22/2013	04/02/2013	160.84
							237.05
101-265-920.441	Gas - DPW DTE ENERGY		Gas Usage - 280 Washington St	37820	05/02/2013	04/02/2013	2,887.95
							2,887.95
101-265-922.000	Water CITY OF MANISTEE WATER		Water Usage	37811	03/28/2013	03/28/2013	177.08
							177.08
101-265-922.336	Water - Fire CITY OF MANISTEE WATER		Water Usage	37811	03/28/2013	03/28/2013	107.90
							107.90
101-265-922.441	Water - DPW CITY OF MANISTEE WATER		Water Usage	37811	03/28/2013	03/28/2013	283.43

INVOICE APPROVAL LIST BY FUND REPORT

04/10/13

Date: 04/10/2013

Time: 10:09 am

City of Manistee

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							283.43
101-265-922.446	Water - Bridge CITY OF MANISTEE WATER		Water Usage	37811	03/28/2013	03/28/2013	41.78
							41.78
101-265-925.000	Electric CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	1,229.59
							1,229.59
101-265-925.336	Electric - Fire CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	414.93
							414.93
101-265-925.441	Electric - DPW CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	1,099.87
							1,099.87
101-265-925.446	Electric - Bridge CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	374.27
							374.27
101-265-930.000	Repairs & Mainte NORTHERN FIRE & SAFETY	0132101-IN	Fire Alarm System Repair -	37876	03/06/2013	03/06/2013	85.00
	NORTHERN FIRE & SAFETY	0132330-IN	Dialer, Monitoring - City Hall	37876	03/28/2013	03/28/2013	685.00
							770.00
							Total Dept. MUNICIPAL BUILDINGS: 11,416.10
Dept: 266 ATTORNEY							
101-266-802.000	Professional Ser GOCKERMAN, WILSON, SAY	25308	Professional Services	37834	03/30/2013	03/01/2013	4,050.00
							4,050.00
101-266-803.000	Prof Serv - Atty (MIKA MEYERS BECKETT & J	569102	Professional Services	37868	03/18/2013	03/18/2013	500.00
							500.00
							Total Dept. ATTORNEY: 4,550.00
Dept: 285 CITY ENGINEER							
101-285-801.000	Professional Ser ABONMARCHE CONSULTAN	106341	Engineer of Record	37790	04/25/2013	03/26/2013	3,000.00
							3,000.00
							Total Dept. CITY ENGINEER: 3,000.00
Dept: 290 BOARDS & COMMISSI							
101-290-881.000	Board of Review PIONEER GROUP/THE//	#41100167 - 03/31/13	Advertisements	37888	04/20/2013	03/31/2013	296.00
							296.00
101-290-883.000	Harbor Commiss SMITH/TOM//		Reimburse Mileage - Small	37897	03/22/2013	03/22/2013	257.68
							257.68
101-290-887.000	Planning Commi NORTHWEST MICHIGAN CO		Zoning Board of Appeals Admin	37878	04/09/2013	04/09/2013	275.00
	PIONEER GROUP/THE//	#41100167 - 03/31/13	Advertisements	37888	04/20/2013	03/31/2013	78.25
							353.25
101-290-889.000	Zoning Board of, NORTHWEST MICHIGAN CO		Zoning Board of Appeals Admin	37878	04/09/2013	04/09/2013	220.00

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							220.00
							tal Dept. BOARDS & COMMISSIONS: 1,126.93
Dept: 301 POLICE							
101-301-712.012	Costs - HRA Pay CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	69.50
							69.50
101-301-715.000	Uniform & Cleani PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	56.85
							56.85
101-301-728.000	SUPPLIES - Ope CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	5.25
	CMP DISTRIBUTORS, INC.	36406	Rear Flip Sight, Combat Grip,	37813	05/02/2013	04/02/2013	503.40
	ELAINE'S FRAMING		Police & Fire Depts Framed	37824	04/09/2013	04/09/2013	92.52
	JACKPINE BUSINESS CENTE	C 347591-0	CREDIT - Index Guides	37848	04/05/2013	03/06/2013	-14.08
	JACKPINE BUSINESS CENTE	349877-0	Toner	37848	04/28/2013	03/29/2013	69.59
	NYE UNIFORM COMPANY	412274	Smith & Wesson Handcuffs	37882	04/06/2013	03/07/2013	28.50
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	21.20
	SERVPRO OF MANISTEE, LU	3442064	Bio Hazard Cleaning - Car 603	37895	03/21/2013	03/21/2013	198.23
	SIRCHIE FINGER PRINT	0113943-IN	Evidence Bags	37896	04/04/2013	03/05/2013	152.90
	WAHR HARDWARE, INC.	2908	Freight	37910	04/18/2013	03/19/2013	8.79
							1,066.30
101-301-770.000	Vehicle Gas BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	1,778.74
							1,778.74
101-301-801.000	Professional Ser CORE TECHNOLOGY CORPC	31117	Evidence Module, Talon,	37816	03/04/2013	03/04/2013	2,430.00
							2,430.00
101-301-831.000	Contractual Repa GRAND TRAVERSE MOBILE	38021	Install 911 Provided Radio	37837	04/28/2013	03/29/2013	250.00
	KOPY SALES INC.	87332	Cost Per Copy - Police	37852	03/17/2013	03/07/2013	29.12
	TELE-RAD INC.	845304	Maintenance - Apr-Jun 2013	37903	04/03/2013	03/19/2013	561.45
	TELE-RAD INC.	845343	Ledco Dock Repair	37903	04/05/2013	03/21/2013	62.50
							903.07
101-301-860.000	Travel & Training PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	96.57
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	450.00
							546.57
101-301-870.000	Memberships & [MANISTEE SUNRISE ROTAR MICHIGAN ASSOC. OF CHIEF	265 2013	Membership - D. Bachman Membership - D. Bachman	37858 37865	01/04/2013 04/01/2013	03/01/2013 04/01/2013	80.00 115.00
							195.00
101-301-957.000	Motor Pool CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	2,708.33
							2,708.33
							Total Dept. POLICE: 9,754.36
Dept: 336 FIRE							
101-336-712.012	Costs - HRA Pay CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	55.60
							55.60
101-336-715.000	Uniform & Cleani FIRE SERVICE MANAGEMEN	12884	Cleaning	37830	03/28/2013	03/01/2013	108.30

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	NYE UNIFORM COMPANY	410336	Shirts, Collar Brass, Badge,	37882	05/05/2013	04/05/2013	530.94
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	119.99
	TAYLOR/DONNA//	2824	Names, Chest Logo, Heat Press	37902	03/22/2013	03/22/2013	178.00
	TELE-RAD INC.	844850	Job Shirts w/Canvas Fire Navy	37903	03/15/2013	03/01/2013	287.12
							1,224.35
101-336-728.000	SUPPLIES - Ope						
	AUTO VALUE \ BTB PARTS S	256-810693	16-14 Gauge Term, Aerovantage	37799	03/29/2013	03/01/2013	18.67
	AUTO VALUE \ BTB PARTS S	256-810809	Clr/Marker Lamp	37799	03/31/2013	03/01/2013	46.14
	CHARTER COMMUNICATIONS	209 0073420 - Apr 13	Monthly Service - Fire Dept	37806	03/08/2013	03/08/2013	76.95
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	15.75
	FASTENAL COMPANY	MIMAN96548	Paper Towel, Malodor Neutraliz	37827	04/18/2013	03/19/2013	102.93
	FASTENAL COMPANY	MIMAN96900	Safety Glass	37827	05/04/2013	04/04/2013	1.28
	HALT FIRE	434947	Foam Hose, Assy	37839	03/24/2013	03/01/2013	467.38
	JACKPINE BUSINESS CENTE	348219-0	Wastebasket	37848	03/31/2013	03/01/2013	5.29
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	19.05
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	84.00
	WAHR HARDWARE, INC.	3015	Paint, Masnry Bit, Hanger, Bol	37910	04/20/2013	03/21/2013	13.66
							851.10
101-336-732.000	SUPPLIES - Mec						
	MOORE MEDICAL CORP.	976301761	Hip Hugger 3200 DS	37871	03/24/2013	03/01/2013	85.00
	MOORE MEDICAL CORP.	820699611	Quick Trach	37871	03/29/2013	03/01/2013	154.00
	MOORE MEDICAL CORP.	976638401	IV Cath, Defib Pads, Padlock,	37871	04/19/2013	03/20/2013	128.34
							367.34
101-336-735.000	Periodicals & Pul						
	JEMS	2013	2 yr Subscription Renewal	37849	02/28/2013	03/01/2013	74.00
							74.00
101-336-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	918.51
							918.51
101-336-801.000	Professional Ser						
	ACCUMED BILLING INC	MAR 13	AccuMed Fees	37792	04/01/2013	04/01/2013	793.72
							793.72
101-336-831.000	Contractual Repa						
	GRAND TRAVERSE MOBILE	38004	Portable Radio Repair	37837	04/14/2013	03/15/2013	103.50
	KOPY SALES INC.	87336	Cost Per Copy - Fire	37852	03/17/2013	03/07/2013	24.23
							127.73
101-336-860.000	Travel & Training						
	BAKER COLLEGE OF CADILL		EMS Instructor Coordinator	37789	04/01/2013	04/01/2013	900.00
	MANISTEE COUNTY FIRE FIC		2013 Annual Fire Serv Training	37855	03/31/2013	03/31/2013	1,000.00
	MECOSTA COUNTY FIREFIGI	2013-1	Training - S. Schmeling	37862	02/17/2013	03/01/2013	65.00
	MSFA MEMORIAL & EDUCATI	885	Fire Inspection & Code Enforce	37872	02/27/2013	03/01/2013	225.40
	NORTHWEST REGIONAL FIR	12P68	Preparation for Initial Compan	37879	03/20/2013	03/20/2013	250.00
	NORTHWEST REGIONAL FIR	12P77	Incident Safety Officer	37879	03/25/2013	03/25/2013	250.00
	STATE OF MICHIGAN		Paramedic License - F. LaPoint	37788	04/04/2013	04/04/2013	80.00
							2,770.40
101-336-870.000	Memberships & I						
	MANISTEE COUNTY FIRE FIC	2013	Membership	37855	03/31/2013	03/31/2013	120.00
	MICHIGAN ASSOCIATION OF	133	2013 Membership - H. Darling	37866	03/27/2013	03/27/2013	85.00
	NORTHERN MICHIGAN FIRE		2013 Membership - H. Darling	37877	04/01/2013	04/01/2013	25.00
							230.00
101-336-930.000	Repairs & Mainte						
	AUTO VALUE \ BTB PARTS S	256-813440	Halogen Headlamp, Pigtail	37799	05/04/2013	04/04/2013	52.84
	FASTENAL COMPANY	MIMAN96802	Wypalls	37827	04/28/2013	03/29/2013	54.14
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	78.41

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	SALES & MARKETING OF MIK	4654	Ball Intake Valve	37893	02/28/2013	03/01/2013	1,241.00
	WAHR HARDWARE, INC.	2454	Bolts	37910	04/05/2013	03/06/2013	1.30
	WAHR HARDWARE, INC.	3217	S-G Pastel Base	37910	04/26/2013	03/27/2013	32.99
	WAHR HARDWARE, INC.	3485	Assorted Parts	37910	05/04/2013	04/04/2013	3.59
							1,464.27
101-336-942.000	Hydrant Rental						
	CITY OF MANISTEE WATER		Hydrant Rental - Fire Dept	37812	04/01/2013	04/01/2013	5,400.00
							5,400.00
101-336-957.000	Motor Pool						
	CITY OF MANISTEE COMM		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	2,308.33
							2,308.33
						Total Dept. FIRE:	16,585.35
Dept: 441 PUBLIC WORKS							
101-441-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	69.50
							69.50
101-441-715.000	Uniform & Cleani						
	MICHAEL TODD AND COMPA	136840	Lime Class II All Mesh Vests	37864	04/25/2013	03/26/2013	547.08
	MODEL COVERALL SERVICE	0329898	Uniform Cleaning - DPW	37870	04/03/2013	03/04/2013	28.01
	MODEL COVERALL SERVICE	0331588	Uniform Cleaning - DPW	37870	04/10/2013	03/11/2013	28.01
	MODEL COVERALL SERVICE	0333276	Uniform Cleaning - DPW	37870	04/17/2013	03/18/2013	28.01
	MODEL COVERALL SERVICE	0334985	Uniform Cleaning - DPW	37870	04/24/2013	03/25/2013	28.01
	MODEL COVERALL SERVICE	0336706	Uniform Cleaning - DPW	37870	05/01/2013	04/01/2013	28.01
	SNYDER'S SHOES	13804	Safety Boots - McCann	37898	03/14/2013	03/01/2013	129.00
							816.13
101-441-728.000	SUPPLIES - Ope						
	ABSOLUTE SAFETY, INC.	DPW260213A	Safety Meeting - Confined Spac	37791	03/28/2013	03/01/2013	121.90
	ABSOLUTE SAFETY, INC.	DPW260213	Safety Meeting - 2013 Topic	37791	03/28/2013	03/01/2013	96.50
	CIC BENEFIT CONSULTING	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	10.50
	MAC'S CLEANING SERVICE	8851	Floor Maint/Strip/Wax - DPW	37854	04/06/2013	03/07/2013	995.00
	MODEL COVERALL SERVICE	0334984	Towels, Hand Cleaner - DPW	37870	04/24/2013	03/25/2013	151.20
							1,375.10
101-441-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	63.97
	BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	14,842.37
							14,906.34
101-441-801.000	Professional Ser						
	EFTAXIADIS CONSULTING IN	MNST-1302PW	DPW Garage - Env Consulting	37822	04/11/2013	03/12/2013	595.00
							595.00
101-441-831.000	Contractual Repa						
	TOP LINE ELECTRIC LLC	4174	New Wall in IT Room at DPW	37905	03/26/2013	03/26/2013	608.38
	TOP LINE ELECTRIC LLC	4179	Install Receptacle in Welding	37905	03/28/2013	03/28/2013	131.86
							740.24
101-441-930.000	Repairs & Mainte						
	ACE HARDWARE/MANISTEE	108702	MEK Substitute GI	37793	04/05/2013	03/06/2013	23.99
	ACE HARDWARE/MANISTEE	109224	Couple Galv, Nipple Galv	37793	04/20/2013	03/21/2013	14.16
	AUTO VALUE \ BTB PARTS S	256-811723	Relay Valve, OEM Connectors	37799	04/12/2013	03/13/2013	94.15
	AUTO VALUE \ BTB PARTS S	256-812312	Pipe Bushing, Hyd Fitting	37799	04/19/2013	03/20/2013	14.48
	AUTO VALUE \ BTB PARTS S	256-812589	2.5 Channel	37799	04/24/2013	03/25/2013	12.99
	AUTO VALUE \ BTB PARTS S	256-813391	Washer Solvent	37799	05/04/2013	04/04/2013	13.14
	BELL EQUIPMENT COMPANY	0091395	Teflon Liner, Bolts	37800	04/07/2013	03/08/2013	192.92
	CANNON EQUIPMENT	M12241	OSHA/ANSI Inspection, Aerial	37803	05/02/2013	04/02/2013	1,450.00
	CHEMSEARCH	993656	Brake Job 2000	37807	02/11/2013	03/01/2013	136.28

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	FASTENAL COMPANY	MIMAN96480	Drill Bit, Flat Washer	37827	04/11/2013	03/12/2013	21.96
	FASTENAL COMPANY	MIMAN96499	Cutting Wheel	37827	04/11/2013	03/12/2013	4.56
	FASTENAL COMPANY	MIMAN96864	Diamond Blade	37827	05/03/2013	04/03/2013	71.44
	FASTENAL COMPANY	MIMAN96909	Diamond Blade	37827	05/05/2013	04/05/2013	142.88
	FREEMAN CREEK EQUIPMEI	3120	Spark Plug, Plug, Filters,	37832	03/20/2013	03/20/2013	89.43
	FREIGHTLINER OF GRAND F	X001455484:01	Tube	37833	03/29/2013	03/01/2013	551.66
	GRAND RENTAL STATION	1-522614	Chainsaw, Sharp Off	37836	05/01/2013	04/01/2013	30.00
	HARBOR STEEL & SUPPLY C	04178515	10 Ga Hr Temper Pass S/C	37842	03/30/2013	03/01/2013	60.00
	LAKE WELDING SUPPLY CO.	00855465	AR, ED, FG, O2	37853	03/30/2013	03/01/2013	38.98
	LAKE WELDING SUPPLY CO.	00861429	Oxygen	37853	04/26/2013	03/27/2013	57.30
	LAKE WELDING SUPPLY CO.	00862198	AR, ED, FG, O2	37853	04/30/2013	03/31/2013	43.15
	LAKE WELDING SUPPLY CO.	00864120	Acetylene	37853	05/02/2013	04/02/2013	66.09
	MANISTEE TIRE SERVICE	13436	Plug - Both Rears	37859	05/01/2013	04/01/2013	42.00
	MCCORMICK SAWMILLS LLC	13-095	Oak 2x12x14	37861	04/01/2013	04/01/2013	384.00
	MICHAEL TODD AND COMPA	136853	Stop, Yield, Barricade Sheetin	37864	04/27/2013	03/28/2013	2,270.24
	MILLER/PHIL OR LYNN//		3 Bales of Straw	37869	03/03/2013	03/03/2013	15.00
	NAPA AUTO PARTS	161416	Brake Rotor, Pads, Caliper	37874	03/14/2013	03/14/2013	285.50
	NAPA AUTO PARTS	161653	Air Horn	37874	03/20/2013	03/20/2013	159.00
	NORTHERN FIRE & SAFETY	0132037-IN	Battery, Labor	37876	02/28/2013	03/01/2013	385.00
	SPRING CITY ELECTRICAL	IN/2251	Refractive Poly Globe	37899	03/20/2013	03/20/2013	2,410.00
	TERMINAL SUPPLY CO	14702-00	Shirng Butt Connectors, Tape	37904	04/05/2013	03/06/2013	134.08
	TRUCK & TRAILER SPECIALT	C59160	Max-Temp Wear Bar / Shoe	37906	03/06/2013	03/06/2013	3,480.00
	TRUCK & TRAILER SPECIALT	C59556	Swenson Front Adj. Compression	37906	03/29/2013	03/29/2013	368.58
	UNIQUE PAVING MATERIALS	225817	Cold Mix UPM #2 Winter	37907	03/31/2013	03/01/2013	2,993.51
	WAHR HARDWARE, INC.	2223	Brass Bush	37910	03/29/2013	03/01/2013	2.97
	WAHR HARDWARE, INC.	2366	Methyl Ethyl Ketone, Utility K	37910	04/03/2013	03/04/2013	29.84
	WAHR HARDWARE, INC.	2555	Hex Screw	37910	04/07/2013	03/08/2013	17.54
	WAHR HARDWARE, INC.	2709	Urinal Toss, Bleach	37910	04/12/2013	03/13/2013	18.22
	WAHR HARDWARE, INC.	2723	Bolts	37910	04/12/2013	03/13/2013	0.76
	WAHR HARDWARE, INC.	2785	Bolts	37910	04/13/2013	03/14/2013	19.00
	WAHR HARDWARE, INC.	3067	Hex Screw	37910	04/21/2013	03/22/2013	17.54
							16,162.34
101-441-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	6,166.67
							6,166.67
							Total Dept. PUBLIC WORKS: 40,831.32
Dept: 748 COMMUNITY DEVELOI							
101-748-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	13.90
							13.90
101-748-728.000	SUPPLIES - Ope						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	10.50
	JACKPINE BUSINESS CENTE	349068-0	Toners	37848	04/17/2013	03/18/2013	350.97
							361.47
101-748-831.000	Contractual Repa						
	KOPY SALES INC.	87331	Cost Per Copy - Comm Dev	37852	03/17/2013	03/07/2013	20.33
							20.33
101-748-860.000	Travel & Training						
	NORTHWEST MICHIGAN CO		Zoning Board of Appeals Admin	37878	04/09/2013	04/09/2013	55.00
							55.00
							COMMUNITY DEVELOPMENT OFFICE: 450.70
Dept: 751 PARKS & RECREATIOI							
101-751-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	13.90

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							13.90
101-751-728.000	SUPPLIES - Ope						
	CARROT-TOP INDUSTRIES, I	CI1308984	US Flags	37804	03/18/2013	03/18/2013	142.95
	FASTENAL COMPANY	MIMAN96603	Nitrile Gloves	37827	04/17/2013	03/18/2013	16.34
	FASTENAL COMPANY	MIMAN96753	Can Liners	37827	04/27/2013	03/28/2013	61.73
	JACKPINE BUSINESS CENTE	348658-0	Trash Bags	37848	04/10/2013	03/11/2013	119.10
	WAHR HARDWARE, INC.	2392	latex Gloves	37910	04/03/2013	03/04/2013	15.29
	WAHR HARDWARE, INC.	3099	Rubber Door Stop	37910	04/24/2013	03/25/2013	5.02
	WAHR HARDWARE, INC.	3330	Clothesline	37910	05/01/2013	04/01/2013	2.99
	WAHR HARDWARE, INC.	3397	Keys	37910	05/02/2013	04/02/2013	4.38
	WAHR HARDWARE, INC.	3433	Fine Broom	37910	05/03/2013	04/03/2013	19.57
							387.37
101-751-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	85.91
							85.91
101-751-920.000	Gas						
	DTE ENERGY		Gas Usage - 580 Maple St	37820	05/09/2013	04/09/2013	57.26
							57.26
101-751-922.000	Water						
	CITY OF MANISTEE WATER		Water Usage	37811	03/28/2013	03/28/2013	55.00
							55.00
101-751-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	1,424.08
							1,424.08
101-751-930.000	Repairs & Mainte						
	AUTO VALUE \ BTB PARTS S	256-811797	Hex Key Set, Long Hex Key Set	37799	04/12/2013	03/13/2013	52.47
	AUTO VALUE \ BTB PARTS S	256-813138	12 Pc Bit Skt Set	37799	05/01/2013	04/01/2013	25.79
	AUTO VALUE \ BTB PARTS S	256-813101	Met. Hex Bit Set, 8 pc Hex Bit	37799	05/01/2013	04/01/2013	47.58
	AUTO VALUE \ BTB PARTS S	256-813102	Impact Adapter	37799	05/01/2013	04/01/2013	3.49
	AUTO VALUE \ BTB PARTS S	256-813341	Pocket Blo-Gun	37799	05/03/2013	04/03/2013	7.09
	GRAND RENTAL STATION	1-522562	Oil, Bar Oil	37836	04/25/2013	03/26/2013	31.72
	OLSON LUMBER COMPANY	102071	Treated	37884	04/13/2013	03/14/2013	39.20
	WAHR HARDWARE, INC.	2312	Canvas Drop Cloth	37910	03/31/2013	03/01/2013	16.19
	WAHR HARDWARE, INC.	2315	Green Tape	37910	03/31/2013	03/01/2013	4.00
	WAHR HARDWARE, INC.	1497	12" Carbon Blade	37910	03/07/2013	03/01/2013	4.87
	WAHR HARDWARE, INC.	2391	Paint Remover, Chip Brush	37910	04/03/2013	03/04/2013	46.78
	WAHR HARDWARE, INC.	2434	3/8 Nap Cover, Frame, Tray	37910	04/04/2013	03/05/2013	23.33
	WAHR HARDWARE, INC.	2482	Chip Brush	37910	04/05/2013	03/06/2013	6.44
	WAHR HARDWARE, INC.	2698	4-1/2" Metal Cut Wheel	37910	04/11/2013	03/12/2013	1.59
	WAHR HARDWARE, INC.	2754	Paint Remover, Roller, Foam Rp	37910	04/12/2013	03/13/2013	88.06
	WAHR HARDWARE, INC.	2889	Sponge, Primer	37910	04/17/2013	03/18/2013	9.90
	WAHR HARDWARE, INC.	2975	Key	37910	04/19/2013	03/20/2013	4.38
	WAHR HARDWARE, INC.	3030	Cobalt 1/8 Bit	37910	04/20/2013	03/21/2013	3.56
	WAHR HARDWARE, INC.	3108	Sonicrafter, Countersink, Bolt	37910	04/24/2013	03/25/2013	185.92
	WAHR HARDWARE, INC.	3233	Home Dust Mask	37910	04/27/2013	03/28/2013	12.14
	WAHR HARDWARE, INC.	3367	Mag Bit Holder, 6" Foam Repl	37910	05/02/2013	04/02/2013	9.71
	WAHR HARDWARE, INC.	3371	Bolts	37910	05/02/2013	04/02/2013	2.00
	WAHR HARDWARE, INC.	3418	Disc Sand 5" 60	37910	05/03/2013	04/03/2013	7.88
							634.09
101-751-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	3,083.33
							3,083.33

Total Dept. PARKS & RECREATION: 5,740.94

Dept: 801 APPROPRIATIONS

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101-801-892.000	Alliance for Econ ALLIANCE FOR ECONOMIC S		Appropriation	37794	04/01/2013	04/01/2013	11,558.75
							11,558.75
101-801-894.000	Manistee Recrea MANISTEE RECREATION AS:		Appropriation	37857	04/01/2013	04/01/2013	7,125.00
							7,125.00
Total Dept. APPROPRIATIONS:							18,683.75
al Fund GENERAL FUND:							135,145.33

Fund: 202 MAJOR STREET FUND

Dept: 000

202-000-936.000	Preservation Stre ABONMARCHE CONSULTAN'	106164	Maple St Drainage Improvements	37790	03/27/2013	03/01/2013	367.50
	ABONMARCHE CONSULTAN'	106165	Kosciusko Resurfacing	37790	03/27/2013	03/01/2013	2,120.60
	CITY OF MANISTEE GENERA		Major & Local Street Reimburse	37810	04/01/2013	04/01/2013	8,750.00
	HALLACK CONTRACTING IN	8	First Street Reconstruction	37838	03/06/2013	03/06/2013	92,539.36
							103,777.46
202-000-938.000	Winter Maintena CITY OF MANISTEE GENERA		Major & Local Street Reimburse	37810	04/01/2013	04/01/2013	8,083.33
	SWIDORSKI TRUCKING/PATI	775	Haul Snow - River Street	37901	03/25/2013	03/25/2013	176.00
							8,259.33
Total Dept. 000:							112,036.79
id MAJOR STREET FUND:							112,036.79

Fund: 203 LOCAL STREET FUND

Dept: 000

203-000-936.000	Preservation Stre CITY OF MANISTEE GENERA		Major & Local Street Reimburse	37810	04/01/2013	04/01/2013	3,750.00
							3,750.00
203-000-938.000	Winter Maintena CITY OF MANISTEE GENERA		Major & Local Street Reimburse	37810	04/01/2013	04/01/2013	2,666.67
							2,666.67
Total Dept. 000:							6,416.67
rd LOCAL STREET FUND:							6,416.67

Fund: 226 CITY REFUSE FUND

Dept: 000

226-000-826.000	Refuse Contract ALLIED WASTE SERVICES #:	0239-001713275	Residential, Recycling	37795	03/30/2013	03/01/2013	24,389.16
							24,389.16
226-000-827.000	Municipal Refuse ALLIED WASTE SERVICES #:	0239-001709151	DPW, Fire	37795	03/30/2013	03/01/2013	200.00
							200.00
226-000-829.002	Yard Waste City CITY OF MANISTEE GENERA		Reimburse for Yard Waste	37810	04/01/2013	04/01/2013	1,666.67
							1,666.67
Total Dept. 000:							26,255.83
und CITY REFUSE FUND:							26,255.83

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Fund: 243 BROWNFIELD REDEVI							
Dept: 693 334 River St Grant							
243-693-801.000	Professional Ser						
	EFTAXIADIS CONSULTING IN	CMBRA-1303D	MDEQ Grant (334 River St)	37822	04/25/2013	03/26/2013	1,851.94
							<u>1,851.94</u>
Total Dept. 334 River St Grant:							1,851.94
EDEVELOPMENT AUTHO:							1,851.94
Fund: 249 BUILDING INSPECTOF							
Dept: 000							
249-000-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	349145-0	HP Laserjet, HP Color Laserjet	37848	04/17/2013	03/18/2013	225.91
							<u>225.91</u>
249-000-820.000	Administration						
	CITY OF MANISTEE GENERA		Administration - Bldg Insp	37810	04/01/2013	04/01/2013	2,500.00
							<u>2,500.00</u>
Total Dept. 000:							2,725.91
id BUILDING INSPECTOR:							2,725.91
Fund: 251 EPA GRANT - PETROL							
Dept: 000							
251-000-810.000	Prof Services - E						
	EFTAXIADIS CONSULTING IN	CMBRA-1302P	USEPA Grant - Petroleum Consul	37822	04/11/2013	03/12/2013	7,458.75
	ENVIRONMENTAL DATA RES	3561674	166 Cleveland - Maps	37825	04/03/2013	04/03/2013	325.00
	FIBERTEC INDUSTRIAL HYG	13149	Polarized Light Microscopy	37828	04/03/2013	03/04/2013	20.00
	NTH CONSULTANTS, LTD	588424	Professional Services -	37881	04/14/2013	03/15/2013	1,850.00
	NTH CONSULTANTS, LTD	588520	Professional Services - Phase	37881	04/19/2013	03/20/2013	274.31
							<u>9,928.06</u>
Total Dept. 000:							9,928.06
'A GRANT - PETROLEUM:							9,928.06
Fund: 252 EPA GRANT - HAZARD							
Dept: 000							
252-000-810.000	Prof Services - E						
	EFTAXIADIS CONSULTING IN	CMBRA-1302H	USEPA Grant - Hazardous Cons	37822	04/11/2013	03/12/2013	2,465.00
	NTH CONSULTANTS, LTD	588424	Professional Services -	37881	04/14/2013	03/15/2013	1,850.00
	NTH CONSULTANTS, LTD	588520	Professional Services - Phase	37881	04/19/2013	03/20/2013	1,904.42
							<u>6,219.42</u>
Total Dept. 000:							6,219.42
'A GRANT - HAZARDOUS:							6,219.42
Fund: 275 GRANT MANAGEMEN							
Dept: 901 LOCAL REVENUE SHA							
275-901-965.047	2011 Cycle 2 Tur						
	TELE-RAD INC.	844850	Job Shirts w/Canvas Fire Navy	37903	03/15/2013	03/01/2013	144.81
							<u>144.81</u>
275-901-965.055	2012 Cycle 2 Pol						
	CMP DISTRIBUTORS, INC.	35423	Eotech Lithium Batteries,	37813	02/21/2013	03/01/2013	1,333.20
							<u>1,333.20</u>
275-901-965.056	2012 Cycle 2 Ad						

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	PHYSIO-CONTROL INC	413035860	Multitech Gateway Data Plan	37886	04/04/2013	03/05/2013	198.96
							198.96
275-901-965.057	2012 Cycle 2 MR MANISTEE RECREATION AS:		LRSB Grant Proceeds	37857	03/13/2013	03/13/2013	3,000.00
							3,000.00
275-901-965.058	2012 Cycle 2 PE BROWN/KEITH R//PHD	Mar 2013	Reimburse - Software, Router,	37802	03/31/2013	03/31/2013	53.68
							53.68
							OCAL REVENUE SHARING GRANTS: 4,730.65
Dept: 902 OTHER GRANTS							
275-902-979.005	First Str Beach H						
	ABONMARCHE CONSULTAN	106236	First Street Beach House	37790	03/29/2013	03/01/2013	3,304.00
	EJ USA, INC	3584374	Vlv Box	37823	05/03/2013	04/03/2013	339.04
	WAHR HARDWARE, INC.	3434	Bld Hack	37910	05/03/2013	04/03/2013	7.50
	WAHR HARDWARE, INC.	3478	Duct Tape	37910	05/04/2013	04/04/2013	13.47
							3,664.01
							Total Dept. OTHER GRANTS: 3,664.01
							NT MANAGEMENT FUND: 8,394.66
Fund: 290 PEG COMMISSION							
Dept: 000							
290-000-728.000	SUPPLIES - Ope						
	BROWN/KEITH R//PHD	Mar 2013	Reimburse - Software, Router,	37802	03/31/2013	03/31/2013	51.59
							51.59
290-000-801.000	Professional Ser						
	BROWN/KEITH R//PHD		MPA Operations - Feb 2013	37802	04/01/2013	04/01/2013	3,333.33
							3,333.33
290-000-870.000	Memberships & I						
	BROWN/KEITH R//PHD	Mar 2013	Reimburse - Software, Router,	37802	03/31/2013	03/31/2013	69.95
							69.95
							Total Dept. 000: 3,454.87
							Fund PEG COMMISSION: 3,454.87
Fund: 296 RAMSDELL THEATRE							
Dept: 000							
296-000-728.000	SUPPLIES - Ope						
	DALKE/JOLEEN//		Ramsdell - Moving Office	37819	04/02/2013	04/02/2013	30.00
	JACKPINE BUSINESS CENTE	349548-0	Ink Cartridges	37848	04/24/2013	03/25/2013	49.98
	JACKPINE BUSINESS CENTE	350104-0	Foil Labels	37848	05/03/2013	04/03/2013	11.97
	PIETRASIK/TAYLOR//		RYSTAL MTN BRIDAL SHOW	37887	04/06/2013	04/06/2013	75.00
	WOLKOW/ALEXANDER//		OUND SYSTEM INVENTORY	37913	03/28/2013	03/28/2013	50.00
							216.95
296-000-751.000	Ramsdell - Conc						
	FINNER/ABBIE M//	FRANCESCA DA RIMINI	Ramsdell - Concessions	37829	03/16/2013	03/16/2013	20.00
	FINNER/ABBIE M//	9 TO 5	Ramsdell - Concessions	37829	03/17/2013	03/17/2013	20.00
	SCHUBACH/KERRY//	9 TO 5 - #2	Ramsdell - Concessions	37894	03/15/2013	03/15/2013	22.50
	SCHUBACH/KERRY//	9 TO 5	Ramsdell - Concessions	37894	03/16/2013	03/16/2013	22.50
							85.00
296-000-753.000	Ramsdell - Perfo						
	BERNARD/MAY//	RING / ALL MUSIC FESTIVAL	Ramsdell - Performance	37784	03/23/2013	03/23/2013	800.00

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	BISH/KIRSTEN// AT / FRANCESCA / CONSULT		Ramsdell - Sound Tech, Consult	37787	03/20/2013	03/20/2013	100.00
	COYLE/CANDICE// SPRING MUSIC FESTIVAL		Ramsdell - Site Manager	37817	03/23/2013	03/23/2013	132.50
	DAVIS/RACHAEL// RING / ALL MUSIC FESTIVAL		Ramsdell - Performance	37783	03/23/2013	03/23/2013	2,000.00
	JOSEPH/TIM// RING / ALL MUSIC FESTIVAL		Ramsdell - Performance	37780	03/23/2013	03/23/2013	150.00
	JULIN/DON// RING / ALL MUSIC FESTIVAL		Ramsdell - Performance	37781	03/23/2013	03/23/2013	300.00
	METROPOLITAN OPERA ASS HD4339		Ramsdell - Final Settlement	37863	03/01/2013	03/01/2013	482.50
	METROPOLITAN OPERA ASS HD4336		Ramsdell - Final Settlement	37863	02/28/2013	03/01/2013	227.50
	METROPOLITAN OPERA ASS HD5121		Ramsdell - Parsifal, Francesca	37863	03/28/2013	03/28/2013	315.00
	NIESEN/NICHOLAS// SPRING MUSIC FESTIVAL		Ramsdell - Site Manager	37875	03/23/2013	03/23/2013	132.50
	PNC BANK MAR 13		Credit Card Charges	37890	04/23/2013	03/29/2013	1,835.00
	RAGBIRDS LLC/THE// RING / ALL MUSIC FESTIVAL		Ramsdell - Performance	37785	03/23/2013	03/23/2013	1,000.00
	SCHUBACH/KERRY// FRANCESCA DA RIMINI		Ramsdell - Site Manager	37894	03/16/2013	03/16/2013	50.00
	SCHUBACH/KERRY// RING / ALL MUSIC FESTIVAL		Ramsdell - Site Manager	37894	03/23/2013	03/23/2013	140.00
	WILSON/JOE// RING / ALL MUSIC FESTIVAL		Ramsdell - Performance	37782	03/23/2013	03/23/2013	300.00
	WOLKOW/ALEXANDER// PARSIFAL		Ramsdell - Light Tech	37913	03/02/2013	03/02/2013	75.00
							8,040.00
296-000-801.000	Professional Ser						
	BISH/KIRSTEN// AT / FRANCESCA / CONSULT		Ramsdell - Sound Tech, Consult	37787	03/20/2013	03/20/2013	20.00
	JURCEVIC/SHELLY ANNETTE March 2013		Ramsdell - Lessons	37850	03/18/2013	03/18/2013	385.00
	JURCEVIC/SHELLY ANNETTE April 2013		Ramsdell - Lessons	37850	04/04/2013	04/04/2013	234.01
							639.01
296-000-831.000	Contractual Repa						
	CUSTOM SHEET METAL & HF 0000012053		Preventative Maint/Filter Chg	37818	04/20/2013	03/21/2013	1,450.00
	STATE OF MICHIGAN 1199076		Elevator Inspection - Ramsdell	37900	02/28/2013	03/01/2013	190.00
							1,640.00
296-000-892.500	Marketing						
	OLESON'S FOOD STORES #5674 - 04/03/13		Candies, Tea, Coffee	37883	05/03/2013	04/03/2013	20.45
	PIONEER GROUP/THE// #41100167 - 03/31/13		Advertisements	37888	04/20/2013	03/31/2013	275.00
							295.45
296-000-922.000	Water						
	CITY OF MANISTEE WATER		Water Usage	37811	03/28/2013	03/28/2013	17.00
							17.00
296-000-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	1,069.79
							1,069.79
296-000-930.000	Repairs & Mainte						
	ACE HARDWARE/MANISTEE 695113		Schlage Key Blank, UPS from PA	37793	04/10/2013	03/11/2013	30.40
	NOTEWARE COMMUNICAT 4149		Ramsdell - Service Call	37880	04/21/2013	03/22/2013	55.00
	TOP LINE ELECTRIC LLC		Ramsdell Ticket Booth Phone Ln	37905	03/26/2013	03/26/2013	111.00
							196.40
296-000-970.000	Capital Outlay						
	TOP LINE ELECTRIC LLC 4171		Ramsdell - Caretaker Office	37905	03/26/2013	03/26/2013	1,000.95
							1,000.95
							Total Dept. 000: 13,200.55
							nd RAMSDELL THEATRE: 13,200.55
Fund: 508 BOAT RAMP FUND							
Dept: 000							
508-000-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	114.59
							114.59
							Total Dept. 000: 114.59

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Fund BOAT RAMP FUND:							114.59
Fund: 573 WATER & SEWER UTIL							
Dept: 541 ADMINISTRATION							
573-541-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	13.90
							13.90
573-541-728.000	SUPPLIES - Ope						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	5.25
	HANSEN/LORI//		Office Cleaning	37840	03/10/2013	03/10/2013	75.00
	HANSEN/LORI//		Office Cleaning	37840	03/24/2013	03/24/2013	75.00
	JACKPINE BUSINESS CENTE	346721-0	CAT5E, CAT6 Cable, 6' DVD MM	37848	03/07/2013	03/01/2013	33.28
	JACKPINE BUSINESS CENTE	C 347120-0	CREDIT - Pencil Holder	37848	03/22/2013	03/01/2013	-5.19
	JACKPINE BUSINESS CENTE	348636-0	Binder Clips	37848	04/07/2013	03/08/2013	5.24
	JACKPINE BUSINESS CENTE	349071-0	Tracing Paper	37848	04/18/2013	03/19/2013	179.88
	JACKPINE BUSINESS CENTE	349395-0	Tape, Ribbon, Eraser, Marker	37848	04/21/2013	03/22/2013	509.19
	JACKPINE BUSINESS CENTE	349456-0	Post-It Flags, Slue Stick, Mem	37848	04/21/2013	03/22/2013	93.16
	JACKPINE BUSINESS CENTE	349443-0	Markerboard	37848	04/24/2013	03/25/2013	249.99
	JACKPINE BUSINESS CENTE	C 349395-0	CREDIT - Markerboard	37848	04/26/2013	03/27/2013	-389.95
	JACKPINE BUSINESS CENTE	349505-0	Desk Sign	37848	04/28/2013	03/29/2013	24.55
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	26.49
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	81.75
	SNYDER'S SHOES	13783	Safety Boots - Mikula	37898	03/10/2013	03/01/2013	150.00
							1,113.64
573-541-801.000	Professional Ser						
	ABONMARCHE CONSULTAN'	106273	Document Scans, Copies, etc.	37790	04/06/2013	03/07/2013	69.75
							69.75
573-541-820.000	Administration						
	CITY OF MANISTEE GENERA		Administration - Water	37810	04/01/2013	04/01/2013	23,083.33
							23,083.33
573-541-860.000	Travel & Training						
	MWEA	E10471	Purpose & Fundamentals of WW'	37873	02/26/2013	03/01/2013	180.00
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	-8.88
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	170.20
							341.32
Total Dept. ADMINISTRATION:							24,621.94
Dept: 542 WATER OPERATION							
573-542-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	13.90
							13.90
573-542-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	31513	Blue Door Hangers	37848	04/18/2013	03/19/2013	55.23
	WAHR HARDWARE, INC.	2348	Gloves	37910	04/03/2013	03/04/2013	13.94
							69.17
573-542-745.000	Chemicals						
	WEBB CHEMICAL SERVICE C	104357	Container Refund	37911	02/09/2013	03/01/2013	-1,115.00
							-1,115.00
573-542-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	893.65
							893.65
573-542-801.000	Professional Ser						

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	INFO GEOGRAPHICS INC	13030508	GIS Services - Feb. 2013	37844	04/04/2013	03/05/2013	1,201.25
	INFO GEOGRAPHICS INC	13040512	GIS Services - March 2013	37844	05/05/2013	04/05/2013	190.00
							1,391.25
573-542-824.000	Lab Testing						
	KENT COUNTY HEALTH DEP.	EH022813-3921	Water Samples	37851	04/05/2013	03/06/2013	280.00
	WAHR HARDWARE, INC.	1444	Freight	37910	03/06/2013	03/01/2013	9.70
	WAHR HARDWARE, INC.	1519	Freight	37910	03/08/2013	03/01/2013	9.70
	WAHR HARDWARE, INC.	1697	Freight	37910	03/13/2013	03/01/2013	9.56
	WAHR HARDWARE, INC.	1784	Freight	37910	03/15/2013	03/01/2013	9.56
	WAHR HARDWARE, INC.	2030	Freight	37910	03/23/2013	03/01/2013	9.70
							328.22
573-542-860.000	Travel & Training						
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	322.47
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	285.00
							607.47
573-542-870.000	Memberships & [
	MICHIGAN RURAL WATER A	SV9138-13	Membership - 2 mo.	37867	03/04/2013	03/04/2013	63.00
							63.00
573-542-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	321.37
							321.37
573-542-930.000	Repairs & Mainte						
	EJ USA, INC	3581554	Vlv Box	37823	04/15/2013	03/16/2013	937.60
	EJ USA, INC	3586049	Vlv Or	37823	05/03/2013	04/03/2013	465.90
	EJ USA, INC	3582033	Hyd 5'0" MJ-2DTP	37823	05/03/2013	04/03/2013	4,660.95
	WAHR HARDWARE, INC.	2168	Bulbs	37910	03/28/2013	03/01/2013	32.26
	WAHR HARDWARE, INC.	2570	Drill Bit	37910	04/07/2013	03/08/2013	11.74
	WAHR HARDWARE, INC.	2690	Yel Tape Rule	37910	04/11/2013	03/12/2013	5.00
	WAHR HARDWARE, INC.	3404	Gloves, Safety Glasses	37910	05/03/2013	04/03/2013	22.48
	WAHR HARDWARE, INC.	3450	Pipe Wrench, Batteries, Thrd	37910	05/04/2013	04/04/2013	56.15
							6,192.08
573-542-957.000	Motor Pool						
	CITY OF MANISTEE COMM		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	2,916.67
							2,916.67
							Total Dept. WATER OPERATION: 11,681.78
Dept: 543 SEWER - WWTP							
573-543-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	20.85
							20.85
573-543-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0329895	Uniform Cleaning - WWTP	37870	04/03/2013	03/04/2013	36.80
	MODEL COVERALL SERVICE	0331585	Uniform Cleaning - WWTP	37870	04/10/2013	03/11/2013	36.80
	MODEL COVERALL SERVICE	0333273	Uniform Cleaning - WWTP	37870	04/17/2013	03/18/2013	36.80
	MODEL COVERALL SERVICE	0334981	Uniform Cleaning - WWTP	37870	04/24/2013	03/25/2013	36.80
							147.20
573-543-728.000	SUPPLIES - Ope						
	ACE HARDWARE/MANISTEE	108984	Scrubber, Sponge, Glad Bags	37793	04/13/2013	03/14/2013	23.57
	ACE HARDWARE/MANISTEE	109064	Key Ring, Showersavr, Liner	37793	04/16/2013	03/17/2013	29.47
	ALLIED WASTE SERVICES #:	0239-001709130	2 Yd Front Load - 53 9th St	37795	03/30/2013	03/01/2013	140.66
	COMMUNICRAFT LTD.	28165	Shipping - WWTP	37814	03/25/2013	03/15/2013	41.30
	JACKPINE BUSINESS CENTE	348895-0	Sht Protector, Binder, Paper,	37848	04/12/2013	03/13/2013	46.70
	MODEL COVERALL SERVICE	0329895	Uniform Cleaning - WWTP	37870	04/03/2013	03/04/2013	29.88

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							311.58
573-543-745.000	Chemicals						
	WEBB CHEMICAL SERVICE C	391086	Sodium Hypochlorite	37786	04/19/2013	03/01/2013	1,438.00
	WEBB CHEMICAL SERVICE C	391085	Sodium Hypochlorite, Hydro-	37786	02/08/2013	03/01/2013	3,932.00
	WEBB CHEMICAL SERVICE C	393782	Ferric Chloride Solution	37911	04/17/2013	03/18/2013	5,764.70
							11,134.70
573-543-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 03/07/13	Fuel Usage	37801	03/21/2013	03/07/2013	707.26
							707.26
573-543-824.000	Lab Testing						
	ENVIRONMENTAL RESOURC	679543	DMR-QA Mini-Set #2, Coliform	37826	04/17/2013	03/18/2013	1,198.73
							1,198.73
573-543-831.000	Contractual Repa						
	TOP LINE ELECTRIC LLC	4147	Replace 2 Relays - Sweetnam	37905	03/26/2013	03/26/2013	230.86
	WINDEMULLER ELECTRIC, II	141834	Arthur Street Lift Station	37912	03/22/2013	03/01/2013	130.00
							360.86
573-543-860.000	Travel & Training						
	HILL/DOUGLAS//	391	A&B Exam Prep Class	37843	03/07/2013	03/07/2013	125.00
	HILL/DOUGLAS//	419	Activated Sludge Class	37843	03/29/2013	03/29/2013	300.00
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	82.00
	PNC BANK	MAR 13	Credit Card Charges	37890	04/23/2013	03/29/2013	39.49
							546.49
573-543-920.000	Gas						
	DTE ENERGY		Gas Usage - 15 9th St	37820	04/18/2013	03/19/2013	88.66
							88.66
573-543-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	1,508.68
							1,508.68
573-543-930.000	Repairs & Mainte						
	ACE HARDWARE/MANISTEE	19195	Shelf Bracket	37793	04/20/2013	03/21/2013	6.78
	ACE HARDWARE/MANISTEE	109419	EM Laser Measuring, Batteries	37793	04/27/2013	03/28/2013	105.98
	ACE HARDWARE/MANISTEE	109421	CREDIT - CM Laser Measuring	37793	04/27/2013	03/28/2013	-99.99
	AUTO VALUE \ BTB PARTS S	256-811093	Wht Lithium	37799	04/04/2013	03/05/2013	4.79
	AUTO VALUE \ BTB PARTS S	256-812653	Gear Oil	37799	04/25/2013	03/26/2013	36.33
	J.O. GALLOUP COMPANY	1663676-00	Gaskets	37847	04/05/2013	03/06/2013	12.24
							66.13
573-543-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	2,916.67
							2,916.67
							Total Dept. SEWER - WWTP: 19,007.81
Dept: 544 SEWER COLLECTION							
573-544-712.012	Costs - HRA Pay						
	CIC BENEFIT CONSULTING C	7193	Flex/HRA Admin - Apr 2013	37808	05/08/2013	04/08/2013	13.90
							13.90
573-544-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0331586	Uniform Cleaning - Str Sewers	37870	04/10/2013	03/11/2013	18.40
	MODEL COVERALL SERVICE	0333274	Uniform Cleaning - Str Sewers	37870	04/17/2013	03/18/2013	18.40
	MODEL COVERALL SERVICE	0334983	Uniform Cleaning - Str Sewers	37870	04/24/2013	03/25/2013	18.40
	MODEL COVERALL SERVICE	0336704	Uniform Cleaning - Str Sewers	37870	05/01/2013	04/01/2013	18.40
							73.60
573-544-801.000	Professional Ser						

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	INFO GEOGRAPHICS INC	13030508	GIS Services - Feb. 2013	37844	04/04/2013	03/05/2013	1,201.25
	INFO GEOGRAPHICS INC	13040512	GIS Services - March 2013	37844	05/05/2013	04/05/2013	190.00
							1,391.25
573-544-930.000	Repairs & Mainte						
	UNIQUE PAVING MATERIALS	226296	Cold Mix UPM #2 Winter	37907	04/18/2013	03/19/2013	3,163.93
	WAHR HARDWARE, INC.	2003	Velcro	37910	03/23/2013	03/01/2013	3.79
	WAHR HARDWARE, INC.	2183	Cplg, Nipple, Bush, Nipple	37910	03/28/2013	03/01/2013	12.13
							3,179.85
573-544-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	37809	04/01/2013	04/01/2013	2,916.67
							2,916.67
							at. SEWER COLLECTION (STREETS): 7,575.27
							WATER & SEWER UTILITY: 62,886.80
Fund: 594 MARINA FUND							
Dept: 000							
594-000-820.000	Administration						
	CITY OF MANISTEE GENERA		Administration - Marina	37810	04/01/2013	04/01/2013	3,500.00
							3,500.00
594-000-831.000	Contractual Repa						
	CUSTOM SHEET METAL & HE	0000059640	Marina -Heating Season Outline	37818	03/31/2013	03/01/2013	317.80
							317.80
594-000-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	37815	04/19/2013	03/25/2013	770.14
							770.14
							Total Dept. 000: 4,587.94
							Total Fund MARINA FUND: 4,587.94
							Grand Total: 393,219.36

Recap by Fund

Fund #	Fund Name	Amount To Pay	Amount To Relieve
101	GENERAL FUND	135,145.33	0.00
202	MAJOR STREET FUND	112,036.79	0.00
203	LOCAL STREET FUND	6,416.67	0.00
226	CITY REFUSE FUND	26,255.83	0.00
243	BROWNFIELD REDEVELOPMENT AUTH	1,851.94	0.00
249	BUILDING INSPECTOR	2,725.91	0.00
251	EPA GRANT - PETROLEUM	9,928.06	0.00
252	EPA GRANT - HAZARDOUS	6,219.42	0.00
275	GRANT MANAGEMENT FUND	8,394.66	0.00
290	PEG COMMISSION	3,454.87	0.00
296	RAMSDELL THEATRE	13,200.55	0.00
508	BOAT RAMP FUND	114.59	0.00
573	WATER & SEWER UTILITY	62,886.80	0.00
594	MARINA FUND	4,587.94	0.00
	Grand Total:	393,219.36	0.00

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Fund: 101 GENERAL FUND							
Dept: 172 MANAGER							
101-172-728.000	SUPPLIES - Ope						
	MANISTEE CHAMBER OF CC		Administrative Professionals	37949	04/19/2013	04/19/2013	25.00
	OLESON'S FOOD STORES	#1690 - 04/10/13	Plates, Storage Bags, Coffee	37965	05/10/2013	04/10/2013	26.45
							51.45
101-172-831.000	Contractual Repa						
	KOPY SALES INC.	87503	Cost Per Copy - Manager	37944	04/11/2013	04/01/2013	193.52
							193.52
Total Dept. MANAGER:							244.97
Dept: 215 CLERK							
101-215-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	350441-0	Tape, Staples, Toner, Paper	37941	05/10/2013	04/10/2013	20.61
	JACKPINE BUSINESS CENTE	350441-1	Tape	37941	05/11/2013	04/11/2013	10.43
	JACKPINE BUSINESS CENTE	350522-0	File Pockets	37941	05/11/2013	04/11/2013	27.97
							59.01
101-215-740.000	Election Expense						
	ELECTION SYSTEMS & SOFT	849106	AccuVote & AutoMark Maint	37930	05/02/2013	04/02/2013	628.65
	JACKPINE BUSINESS CENTE	350441-0	Tape, Staples, Toner, Paper	37941	05/10/2013	04/10/2013	67.99
							696.64
101-215-831.000	Contractual Repa						
	KOPY SALES INC.	87502	Cost Per Copy - Finance/Clerk	37944	04/11/2013	04/01/2013	25.94
							25.94
Total Dept. CLERK:							781.59
Dept: 253 FINANCE / TREASURE							
101-253-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	350441-0	Tape, Staples, Toner, Paper	37941	05/10/2013	04/10/2013	369.00
	JACKPINE BUSINESS CENTE	350645-0	Add Rolls	37941	05/11/2013	04/11/2013	12.54
	JACKPINE BUSINESS CENTE	351006-0	Correction Tape, Eraser Refill	37941	05/19/2013	04/19/2013	37.06
	JACKPINE BUSINESS CENTE	351083-0	Pen	37941	05/20/2013	04/20/2013	2.69
							421.29
101-253-831.000	Contractual Repa						
	TYLER TECHNOLOGIES, INC	025-65804	Annual Maintenance	37973	05/15/2013	04/15/2013	5,986.05
							5,986.05
101-253-985.000	Lease Purchase						
	US BANK EQUIPMENT FINAN	226600278	Kyocera Copier Lease - Finance	37974	04/16/2013	04/16/2013	127.79
							127.79
Total Dept. FINANCE / TREASURER:							6,535.13
Dept: 265 MUNICIPAL BUILDING							
101-265-728.000	SUPPLIES - Ope						
	ACE HARDWARE/MANISTEE	109969	Door Stop	37916	05/11/2013	04/11/2013	2.59
	FASTENAL COMPANY	MIMAN97011	Wypalls, Pine Sol, Kleenex,	37932	05/10/2013	04/10/2013	168.99
	WAHR HARDWARE, INC.	3446	Grnd Plas Plug	37975	05/03/2013	04/03/2013	3.79
							175.37
101-265-850.000	Phone						
	AT&T	2013 - 231398067904	Monthly Service	37919	05/13/2013	04/13/2013	117.69
	AT&T	2013 - 231723180304	Monthly Service	37919	05/13/2013	04/13/2013	103.09
	AT&T	2013 - 2317233519	Monthly Service	37919	05/13/2013	04/13/2013	67.97
							288.75
101-265-920.000	Gas						

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	DTE ENERGY		Gas Usage - 70 Maple St	37928	05/08/2013	04/08/2013	667.27
							667.27
101-265-920.336	Gas - Fire Dept DTE ENERGY		Gas Usage - 281 First St	37928	05/08/2013	04/08/2013	545.36
							545.36
101-265-920.446	Gas - Bridge DTE ENERGY		Gas Usage - 51 Maple St	37928	05/11/2013	04/11/2013	189.71
							189.71
							Total Dept. MUNICIPAL BUILDINGS: 1,866.46
Dept: 266 ATTORNEY							
101-266-802.000	Professional Ser GOCKERMAN, WILSON, SAY	25400	Professional Services	37934	04/30/2013	04/01/2013	4,200.00
							4,200.00
101-266-803.000	Prof Serv - Atty (KERZKA/ROBERT C//P.C. MANISTEE COUNTY TREASL STONE/FORD//		Professional Service	37943	05/19/2013	04/19/2013	5,713.33
			Prosecuting Attorney	37950	01/15/2013	04/01/2013	5,423.00
			Prosecuting Attorney	37970	01/15/2013	04/01/2013	6,366.00
							17,502.33
							Total Dept. ATTORNEY: 21,702.33
Dept: 290 BOARDS & COMMISSI							
101-290-887.000	Planning Commi MICHIGAN ASSOC. OF PLANI	01095 - 2013	Membership	37954	03/25/2013	04/01/2013	364.00
							364.00
101-290-889.000	Zoning Board of, MICHIGAN ASSOC. OF PLANI	01095 - 2013	Membership	37954	03/25/2013	04/01/2013	156.00
							156.00
							tal Dept. BOARDS & COMMISSIONS: 520.00
Dept: 301 POLICE							
101-301-728.000	SUPPLIES - Ope MICHIGAN POLICE EQUIPME	159086	Ammo	37957	04/11/2013	04/11/2013	550.00
							550.00
101-301-770.000	Vehicle Gas BLARNEY CASTLE FLEET PR	BC177 - 04/07/13	Fuel Usage	37921	04/21/2013	04/07/2013	1,658.05
							1,658.05
							Total Dept. POLICE: 2,208.05
Dept: 336 FIRE							
101-336-728.000	SUPPLIES - Ope AUTO VALUE \ BTB PARTS S	256-811325	Synthetic Chamois	37920	04/06/2013	04/01/2013	8.69
	CHARTER COMMUNICATON2 209 0073420 - May 13		Monthly Service - Fire Dept	37923	04/08/2013	04/08/2013	76.95
	CIRCLE K SERVICE CORP	62960	Class A Foam Concentrate	37924	03/28/2013	04/01/2013	912.00
	NORTHERN FIRE & SAFETY	255552	SCBA Hydrotest, Recharge	37964	04/12/2013	04/12/2013	28.50
	WAHR HARDWARE, INC.	3818	65W Indoor Spot	37975	05/12/2013	04/12/2013	7.58
							1,033.72
101-336-770.000	Vehicle Gas BLARNEY CASTLE FLEET PR	BC177 - 04/07/13	Fuel Usage	37921	04/21/2013	04/07/2013	663.04
							663.04
101-336-860.000	Travel & Training MICHIGAN FIRE INSPECTOR		Fire Inspection Test - Haskin	37955	04/24/2013	04/24/2013	300.00

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							300.00
101-336-874.000	Retire. Costs - Bl						
	JANOWIAK/DANIEL J//		In Lieu of Blue Cross Insuranc	37942	04/25/2013	04/25/2013	250.00
	MODJESKI/MARK A//		In Lieu of Blue Cross Insuranc	37960	04/25/2013	04/25/2013	250.00
	SCRIMGER/SID//		In Lieu of Blue Cross Insuranc	37968	04/25/2013	04/25/2013	250.00
	SMITH/TIMM H//		In Lieu of Blue Cross Insuranc	37969	04/25/2013	04/25/2013	250.00
	TABACZKA/JERRY J//		In Lieu of Blue Cross Insuranc	37971	04/25/2013	04/25/2013	250.00
							1,250.00
101-336-930.000	Repairs & Mainte						
	AUTO VALUE \ BTB PARTS S	256-811345	Oil Filters	37920	04/06/2013	04/01/2013	13.54
	AUTO VALUE \ BTB PARTS S	256-811346	Oil Filter	37920	04/06/2013	04/01/2013	5.59
	MANISTEE TIRE SERVICE	141054	Tires, Valve, Mount/Dismount,	37952	03/11/2013	04/01/2013	764.94
							784.07
						Total Dept. FIRE:	4,030.83
Dept: 441 PUBLIC WORKS							
101-441-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0338428	Uniform Cleaning - DPW	37959	05/08/2013	04/08/2013	28.01
	MODEL COVERALL SERVICE	0340173	Uniform Cleaning - DPW	37959	05/15/2013	04/15/2013	28.01
							56.02
101-441-728.000	SUPPLIES - Ope						
	ABSOLUTE SAFETY, INC.	DPW080413	Lanyard, Fall Protection Yello	37915	05/08/2013	04/08/2013	62.95
	FASTENAL COMPANY	MIMAN96989	Nitrile Glove, Ninja Ice Glove	37932	05/10/2013	04/10/2013	19.76
	LEXIS NEXIS OCCUPATIONA	167342	Clinic Collection	37946	03/31/2013	04/01/2013	75.71
	MODEL COVERALL SERVICE	0340172	Hand Cleaner - DPW	37959	05/15/2013	04/15/2013	84.00
	NORTHERN DESIGN & SIGN	1887	Business Card Size Decals	37963	04/12/2013	04/12/2013	74.00
	WAHR HARDWARE, INC.	3688	2.5" Person Tractor Gloves	37975	05/10/2013	04/10/2013	6.98
							323.40
101-441-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 04/07/13	Fuel Usage	37921	04/21/2013	04/07/2013	231.31
	BLARNEY CASTLE FLEET PR	BC177 - 04/07/13	Fuel Usage	37921	04/21/2013	04/07/2013	6,336.44
							6,567.75
101-441-831.000	Contractual Repa						
	TOP LINE ELECTRIC LLC	4132	Washington St Photo Control	37972	03/20/2013	04/01/2013	293.69
							293.69
101-441-860.000	Travel & Training						
	APWA - MICHIGAN CHAPTEF	2013	Fleet Maint Issues - M.McCann	37918	04/19/2013	04/19/2013	150.00
							150.00
101-441-930.000	Repairs & Mainte						
	AUTO VALUE \ BTB PARTS S	256-812636	Hyd Fittings, Reel	37920	04/25/2013	04/01/2013	45.53
	AUTO VALUE \ BTB PARTS S	256-813224	Hyd Fitting, 6M2 TXReel	37920	05/02/2013	04/02/2013	291.68
	AUTO VALUE \ BTB PARTS S	256-813499	Hydrauli	37920	05/05/2013	04/05/2013	56.99
	AUTO VALUE \ BTB PARTS S	256-814249	Fuel Filter	37920	05/15/2013	04/15/2013	5.54
	FASTENAL COMPANY	MIMAN97051	WD-40, Pine Sol	37932	05/12/2013	04/12/2013	22.89
	FREIGHTLINER OF GRAND F	X001454061:01	Pan As-Oil, Seal-Integr, Freig	37933	03/20/2013	04/01/2013	633.12
	GRAND RENTAL STATION	1-522445	Chainsaw, Sharp Off	37936	04/07/2013	04/01/2013	49.00
	GRAND RENTAL STATION	1-522667	Bars, Chains	37936	05/05/2013	04/05/2013	230.08
	GRAND RENTAL STATION	1-522669	Chains	37936	05/05/2013	04/05/2013	47.52
	GRAND RENTAL STATION	3707	Chainsaw Repair	37936	05/08/2013	04/08/2013	40.00
	GRAND RENTAL STATION	1-522690	Chainsaw, Sharp Off	37936	05/08/2013	04/08/2013	40.00
	GRAND RENTAL STATION	1-522727	Chain	37936	05/11/2013	04/11/2013	12.48
	GRAND RENTAL STATION	1-522726	Wrench	37936	05/11/2013	04/11/2013	4.99
	GRAND RENTAL STATION	1-522733	Air Filter, 8" Wheel	37936	05/11/2013	04/11/2013	76.44
	LAWSON PRODUCTS INC	9301545624	Hex Cap Screws, Nuts, Flat	37945	04/28/2013	04/01/2013	52.08
	LINKE LUMBER COMPANY	10178341	Suntuf Panel 8 x 26 clear	37947	05/06/2013	04/15/2013	55.00

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	MANISTEE FORD-MERCURY	77963	Lamp Asy	37951	04/19/2013	04/01/2013	115.95
	MANISTEE FORD-MERCURY	78012	Cap Asy	37951	05/02/2013	04/02/2013	9.66
	NAPA AUTO PARTS	161437	CREDIT - Caliper Rebuild Kit	37962	03/15/2013	04/01/2013	-6.41
	NAPA AUTO PARTS	162430	Brake Pads, Rotors	37962	04/05/2013	04/05/2013	242.88
	NAPA AUTO PARTS	162558	Cap Screws, Oil Filter	37962	04/09/2013	04/09/2013	7.94
	WAHR HARDWARE, INC.	3757	Keys	37975	05/11/2013	04/11/2013	8.76
	WAHR HARDWARE, INC.	3873	Hook, Power Scrb, Snips, Bags	37975	05/15/2013	04/15/2013	64.77
	WAHR HARDWARE, INC.	3859	Roller Cover	37975	05/15/2013	04/15/2013	4.94
							2,111.83
							Total Dept. PUBLIC WORKS: 9,502.69
Dept: 748 COMMUNITY DEVELOPMENT							
101-748-728.000	SUPPLIES - Oper						
	JACKPINE BUSINESS CENTE	351068-0	File Pockets	37941	05/20/2013	04/20/2013	25.99
							25.99
101-748-831.000	Contractual Repa						
	KOPY SALES INC.	87500	Cost Per Copy - Comm Dev	37944	04/11/2013	04/01/2013	35.81
							35.81
101-748-870.000	Memberships & I						
	MICHIGAN ASSOC. OF PLANI	01095 - 2013	Membership	37954	03/25/2013	04/01/2013	105.00
							105.00
							COMMUNITY DEVELOPMENT OFFICE: 166.80
Dept: 751 PARKS & RECREATION							
101-751-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 04/07/13	Fuel Usage	37921	04/21/2013	04/07/2013	193.96
							193.96
101-751-831.000	Contractual Repa						
	MANISTEE AREA PUBLIC SCI	APR 2013	Community Pool Agreement	37948	05/01/2013	04/01/2013	10,000.00
							10,000.00
101-751-930.000	Repairs & Mainte						
	FASTENAL COMPANY	MIMAN96982	Toilet Paper Dispenser, Paper	37932	05/10/2013	04/10/2013	233.11
	WAHR HARDWARE, INC.	2797	Spary S-G White	37975	04/13/2013	04/01/2013	16.17
	WAHR HARDWARE, INC.	2664	Protectant	37975	04/10/2013	04/01/2013	6.99
	WAHR HARDWARE, INC.	3505	Chip Brush	37975	05/05/2013	04/05/2013	6.97
	WAHR HARDWARE, INC.	3617	Nylon Rope	37975	05/08/2013	04/08/2013	4.62
	WAHR HARDWARE, INC.	3658	Batteries	37975	05/09/2013	04/09/2013	47.94
	WAHR HARDWARE, INC.	3705	Nylon Rope	37975	05/10/2013	04/10/2013	23.81
	WAHR HARDWARE, INC.	3708	Keys	37975	05/10/2013	04/10/2013	4.38
	WAHR HARDWARE, INC.	3723	Nylon Rope	37975	05/11/2013	04/11/2013	3.97
	WAHR HARDWARE, INC.	3735	Steel Wool	37975	05/11/2013	04/11/2013	3.00
	WAHR HARDWARE, INC.	3736	Key	37975	05/11/2013	04/11/2013	2.19
	WAHR HARDWARE, INC.	3741	Bolts, Bit	37975	05/11/2013	04/11/2013	2.02
	WAHR HARDWARE, INC.	3745	Mop Bucket, Bowl Clnr	37975	05/11/2013	04/11/2013	97.63
	WAHR HARDWARE, INC.	3753	Scour Pad	37975	05/11/2013	04/11/2013	1.07
							453.87
							Total Dept. PARKS & RECREATION: 10,647.83
							tal Fund GENERAL FUND: 58,206.68
Fund: 243 BROWNFIELD REDEVELOPMENT							
Dept: 000							
243-000-801.000	Professional Ser						
	EFTAXIADIS CONSULTING IN	CMBRA-1303	BRA Admin/Tech Services	37929	05/03/2013	04/03/2013	580.00
							580.00

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
Total Dept. 000:							580.00
EDEVELOPMENT AUTHO:							580.00
Fund: 251 EPA GRANT - PETROL							
Dept: 000							
251-000-810.000	Prof Services - E						
	EFTAXIADIS CONSULTING IN	CMBRA-1303P	Env Consulting - USEPA Petrol	37929	05/03/2013	04/03/2013	3,102.50
							3,102.50
Total Dept. 000:							3,102.50
'A GRANT - PETROLEUM:							3,102.50
Fund: 252 EPA GRANT - HAZAR							
Dept: 000							
252-000-810.000	Prof Services - E						
	EFTAXIADIS CONSULTING IN	CMBRA-1303H	Consulting - USEPA Hazardous	37929	05/03/2013	04/03/2013	637.50
							637.50
Total Dept. 000:							637.50
'A GRANT - HAZARDOUS:							637.50
Fund: 275 GRANT MANAGEMEN							
Dept: 901 LOCAL REVENUE SHA							
275-901-965.056	2012 Cycle 2 Ad						
	BOUND TREE MEDICAL, LLC	80998417	Intubation Bag	37922	03/07/2013	04/01/2013	174.61
	MOORE MEDICAL CORP.	820980891	Nebulizer, Sterile Pad, Bandag	37961	05/04/2013	04/04/2013	287.22
							461.83
LOCAL REVENUE SHARING GRANTS:							461.83
Dept: 902 OTHER GRANTS							
275-902-979.005	First Str Beach						
	ABONMARCHE CONSULTAN	104525 -2	First Street Beach House	37914	07/11/2012	04/25/2012	3,296.09
	ETNA SUPPLY COMPANY	S100687357.001	PVC Gasketed Pipe, Pipe Lube	37931	04/27/2013	04/01/2013	825.36
	ETNA SUPPLY COMPANY	S100686036.001	Curb Stops, Coupling, Pack joi	37931	04/27/2013	04/01/2013	1,532.02
	MICHIGAN METER TECHNOL	88742	2" Meter, Brass Flange Kit	37956	05/04/2013	04/04/2013	1,641.00
	MICHIGAN METER TECHNOL	88744	2" Copper Tubing 60' Roll	37956	05/04/2013	04/04/2013	8,596.80
							15,891.27
275-902-979.011	Fish Cleaning Sta						
	MICHIGAN METER TECHNOL	88742	2" Meter, Brass Flange Kit	37956	05/04/2013	04/04/2013	1,641.00
							1,641.00
Total Dept. OTHER GRANTS:							17,532.27
NT MANAGEMENT FUND:							17,994.10
Fund: 296 RAMSDELL THEATRE							
Dept: 000							
296-000-728.000	SUPPLIES - Ope						
	SCHUBACH/KERRY//	IGOLETTO / PICO & CHOWN	Ramsdell - Site Manager	37967	02/16/2013	04/01/2013	100.00
	SCHUBACH/KERRY//	BILL STAINES	Ramsdell - Site Manager	37967	04/06/2013	04/06/2013	57.50
	SCHUBACH/KERRY//	ILLUSIONIST	Ramsdell - Site Manager	37967	04/13/2013	04/13/2013	55.00
	WAHR HARDWARE, INC.	1983	Rain Odor Absorber, Glove	37975	03/22/2013	04/01/2013	32.54
	WOLKOW/ALEXANDER//	ILLUSIONIST	Ramsdell - Sound Tech, Batteri	37977	04/13/2013	04/13/2013	4.23
	WOLKOW/ALEXANDER//	IZE SOUND CLOSET EQUIP	Ramsdell - Sound Tech	37977	04/23/2013	04/23/2013	40.00
							289.27

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
296-000-751.000	Ramsdell - Conc OLESON'S FOOD STORES	#7356 - 04/09/13	Misc Supplies	37965	05/09/2013	04/09/2013	45.98
							45.98
296-000-753.000	Ramsdell - Perfo DETOUR		Ramsdell - Performance	37927	04/24/2013	04/24/2013	400.00
	REIMER/EMMET//	ILLUSIONIST	Ramsdell - Light Tech	37966	04/13/2013	04/13/2013	50.00
	WOLKOW/ALEXANDER//	BILL STAINES	Ramsdell - Sound Tech	37977	04/06/2013	04/06/2013	50.00
	WOLKOW/ALEXANDER//	ILLUSIONIST	Ramsdell - Sound Tech, Batteri	37977	04/13/2013	04/13/2013	50.00
							550.00
296-000-850.000	Phone AT&T	2013 - 231398075404	Monthly Service	37919	05/13/2013	04/13/2013	36.55
							36.55
296-000-920.000	Gas DTE ENERGY		Gas Usage - 101 Maple St	37928	05/10/2013	04/10/2013	1,240.25
							1,240.25
296-000-970.000	Capital Outlay HANSEN/MARK//		Ramsdell Stage Storage Room	37938	04/19/2013	04/19/2013	1,140.31
	HANSEN/MARK//		Ramsdell - Rubber Base 4 Rooms	37938	04/22/2013	04/22/2013	293.11
							1,433.42
							Total Dept. 000: 3,595.47
							nd RAMSDELL THEATRE: 3,595.47
Fund: 508 BOAT RAMP FUND							
Dept: 000							
508-000-850.000	Phone AT&T	2013 - 2313982585	Monthly Service	37919	05/13/2013	04/13/2013	9.30
							9.30
							Total Dept. 000: 9.30
							Fund BOAT RAMP FUND: 9.30
Fund: 573 WATER & SEWER UTIL							
Dept: 541 ADMINISTRATION							
573-541-728.000	SUPPLIES - Ope ABSOLUTE SAFETY, INC.	COM220313	Ear Plug, Hard Hat	37915	04/21/2013	04/01/2013	37.90
	HANSEN/LORI//		Office Cleaning	37937	04/07/2013	04/07/2013	75.00
	JACKPINE BUSINESS CENTE	350344-0	Fax, 2820 Plain Paper	37941	05/08/2013	04/08/2013	179.97
	MANISTEE CHAMBER OF CC		Administrative Professionals	37949	04/19/2013	04/19/2013	50.00
	MISS DIG SYSTEM, INC.	42501	Monthly Service, Orders Faxed	37958	04/30/2013	04/01/2013	185.78
	WAHR HARDWARE, INC.	3728	Batteries	37975	05/11/2013	04/11/2013	25.98
							554.63
573-541-850.000	Phone AT&T	2013 - 231723149604	Monthly Service	37919	05/13/2013	04/13/2013	492.82
							492.82
							Total Dept. ADMINISTRATION: 1,047.45
Dept: 542 WATER OPERATION							
573-542-770.000	Vehicle Gas BLARNEY CASTLE FLEET PR	BC177 - 04/07/13	Fuel Usage	37921	04/21/2013	04/07/2013	1,111.71
							1,111.71
573-542-824.000	Lab Testing						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Posting Date	Amount
rt. SEWER COLLECTION (STREETS):							584.67
WATER & SEWER UTILITY:							21,733.09
Fund: 594 MARINA FUND							
Dept: 000							
594-000-920.000	Gas						
	DTE ENERGY		Gas Usage - 460 River St	37928	05/08/2013	04/08/2013	273.19
							273.19
Total Dept. 000:							273.19
Total Fund MARINA FUND:							273.19
Fund: 661 MOTOR POOL FUND							
Dept: 000							
661-000-971.008	DPW - Aerial Lift						
	WEST SHORE BANK	#1104879785 - May 2013	Installment Loan - Bucket Truc	37976	04/16/2013	04/16/2013	16,386.17
							16,386.17
Total Dept. 000:							16,386.17
und MOTOR POOL FUND:							16,386.17
Grand Total:							122,518.00

Recap by Fund

Fund #	Fund Name	Amount To Pay	Amount To Relieve
101	GENERAL FUND	58,206.68	0.00
243	BROWNFIELD REDEVELOPMENT AUTH	580.00	0.00
251	EPA GRANT - PETROLEUM	3,102.50	0.00
252	EPA GRANT - HAZARDOUS	637.50	0.00
275	GRANT MANAGEMENT FUND	17,994.10	0.00
296	RAMSDELL THEATRE	3,595.47	0.00
508	BOAT RAMP FUND	9.30	0.00
573	WATER & SEWER UTILITY	21,733.09	0.00
594	MARINA FUND	273.19	0.00
661	MOTOR POOL FUND	16,386.17	0.00
Grand Total:		122,518.00	0.00

TO: Mitch Deisch, City Manager *MD*

FROM: *JR* Jon R. Rose, Community Development Director

DATE: May 7, 2013

RE: Non-Motorized Transportation Committee By-Law Amendments



Mitch, the City of Manistee Non-Motorized Transportation Committee amended Section 3.0 Officers (3.1 Selection) and Section 4.0 Officer Duties (4.1 Chair and 4.3 Secretary) of their By-Laws at their February 14, 2013 meeting. These changes are as follows:

Section 3.0 Officers

3.1 Selection: The Committee shall elect a Chair, ~~and~~ Vice-Chair, ~~and~~ **Secretary**. The election shall take place during the first meeting of each calendar year in January. Officers shall be selected by majority vote of the Commissioners and shall serve for one (1) calendar year. The ~~Committee shall~~ **Secretary may** appoint a Recording Secretary.

Section 4.0 Officer Duties

4.1 Chair. The Chair shall:

- a) Preside at all meetings.
- b) Periodically meet with City department staff.
- c) Appoint an acting ~~recording~~ secretary for a meeting in which the ~~recording~~ secretary is absent.
- d) ~~Execute documents in the name of the Non-Motorized Transportation Committee as authorized by the Non-Motorized Transportation Committee.~~
- e) Perform such other duties as may be ordered or authorized by the Non-Motorized Transportation Committee.

4.3 ~~Recording~~ Secretary. The Secretary ~~or his or her designee~~ shall:

- a) Be responsible for the agendas and minutes of each meeting and shall have them appropriately distributed.
- b) Keep attendance records.
- c) **Execute documents in the name of the Non-Motorized Transportation Committee as authorized by the Non-Motorized Transportation Committee.**

This change reflects that a Recording Secretary is not provided to the Committee. Richard Knechtges, Jr. had been acting as the Secretary by taking the meeting minutes for the past few years. The change to the by-laws reflects the practices the Committee had been operating under. Dave Yarnell was appointed as Secretary at the April Meeting.

Enclosed is a copy of the Meeting Minutes and By-Laws showing the proposed change for Council's consideration.

JRR:djb

City of Manistee

Non-Motorized Transportation Committee

By-Laws and Rules of Procedure

Section 1.0 Name.

The name of the Board shall be the "Non-Motorized Transportation Committee".

Section 2.0 Purpose.

The purpose of the Committee shall be to work to provide safe, scenic routes throughout the City that encourages non-motorized transportation use for fitness, transportation and tourism while enhancing the City's attributes and appeal and connecting the City to surrounding communities.

Section 3.0 Officers

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

Section 4.0 Officer Duties

- 4.1 Chair. The Chair shall:
- a) Preside at all meetings.
 - b) Periodically meet with City department staff.
 - c) Appoint an acting ~~recording~~-secretary for a meeting in which the ~~recording~~ secretary is absent.
 - d) ~~Execute documents in the name of the Non-Motorized Transportation Committee as authorized by the Non-Motorized Transportation Committee.~~
 - e) Perform such other duties as may be ordered or authorized by the Non-Motorized Transportation Committee.
- 4.2 Vice-Chair. The Vice-Chair shall:
- a) Act in full capacity of the Chair in the absence of the Chair.
 - b) In the event that the office of the Chair becomes vacant, shall succeed to the office of Chair for the unexpired term. The Non-Motorized Transportation Committee shall then select a successor to the office of Vice-Chair from its membership for the unexpired term.
- 4.3 ~~Recording~~ Secretary. The Secretary *or his or her designee* shall:
- a) Be responsible for the agendas and minutes of each meeting and shall have them appropriately distributed.
 - b) Keep attendance records.
 - c) *Execute documents in the name of the Non-Motorized Transportation Committee as authorized by the Non-Motorized Transportation Committee.*

Section 5.0 Vacancies, Removal

Vacancies shall be filled for unexpired terms in the same manner as original appointments. A member may be removed from office by the appointing City Council for neglect of official duty or misconduct in office after being

given a written statement for reasons and an opportunity to be heard thereon

Section 6.0 Board Absences

In order to maintain the maximum participation of all appointed Non-Motorized Transportation Committee members at all scheduled meetings, the following is the attendance guide and Board Member replacement policy for “excused” or “unexcused” absences:

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

Section 7.0 Meetings

- 7.1 Regular Meetings: Meetings shall be held monthly to conduct the business of the Committee. Meeting times and locations shall be posted and open to the public with time set aside at each meeting to receive public comment on agenda items. All actions taken by the Committee shall be recorded by the Secretary and filed with the Manistee City Clerk. All meetings and Committee business shall comply with the Open Meetings Laws of the State of Michigan.
- 7.2 Quorum: Three (3) of the seven (7) members appointed by City Council in accordance with Chapter 263 of the Codified Ordinances shall constitute a quorum for the transaction of business. Whenever a quorum is not present at a meeting, those present may adjourn the meeting to another day or hold the meeting for the purpose of considering such matters as are on the agenda. No action taken at such a meeting shall be final or official unless and until ratified and confirmed at a subsequent meeting when a quorum is present by acting to approve the minutes of the meeting at which the quorum was not present.

MEMO TO: Mayor Colleen Kenny
Members of City Council

FROM: Mitch Deisch, City Manager 

DATE: May 14, 2013

SUBJECT: Renaissance Park Listing Contract



City Manager's Office
231-398-2801

In the late 1990's the City of Manistee in conjunction with Manistee County and the State of Michigan created the Manistee Renaissance Zone Industrial Park. The incentive was that for 15 years the industrial park would be virtually 100% exempt from local and state taxes. The last four of the Renaissance Zone timeframe taxes will start ratcheting up 25%, 50%, 75%, 100%. Currently the City has sold four out of 17 lots. The exemption status will expire at the end of calendar year 2014.

Since the start of the Renaissance Zone Industrial Park the City has had limited success marketing the lots for sale; even with the tax abatement incentives. Several years ago (4-6) the City worked with a real estate agent from Grubb & Ellis out of Grand Rapids to market and sell the Renaissance Zone lots. No sales were made.

In the spring of 2013 the City was approached by Coldwell Banker Real Estate Agents Therran Ferguson and Randy Zakrajsek about obtaining an exclusive listing contract with the City to market and hopefully sell the remaining Renaissance Zone lots.

I am supportive of entering into an agreement with a local real estate firm who is willing to work toward marketing and selling the Manistee Renaissance Zone Industrial Park lots.

City Attorney George Saylor has reviewed and approved the contract.

MDD:cl



Disclosure Regarding Real Estate Agency Relationships

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with that licensee. A real estate transaction is a transaction involving the sale or lease of any legal or equitable interest in real estate consisting of not less than 1 or not more than 4 residential dwelling units or consisting of a building site for a residential unit on either a lot as defined in section 102 of the land division act, 1967 PA 288, MCL 560.102, or a condominium unit as defined in section 4 of the condominium act, 1978 PA 59, MCL 559.104.

- (1) An agent providing services under any service provision agreement owes, at a minimum, the following *duties* to the client:
 - (a) The exercise of reasonable care and skill in representing the client and carrying out the responsibilities of the agency relationship.
 - (b) The performance of the terms of the service provision agreement.
 - (c) Loyalty to the interest of the client.
 - (d) Compliance with the laws, rules, and regulations of this state and any applicable federal statutes or regulations.
 - (e) Referral of the client to other licensed professionals for expert advice related to material matters that are not within the expertise of the licensed agent. **A real estate licensee does not act as an attorney, tax advisor, surveyor, appraiser, environmental expert, or structural or mechanical engineer and you should contact professionals on these matters.**
 - (f) An accounting in a timely manner of all money and property received by the agent in which the client has or may have an interest.
 - (g) Confidentiality of all information obtained within the course of the agency relationship, unless disclosed with the client's permission or as provided by law, including the duty not to disclose confidential information to any licensee who is not an agent of the client.
- (2) A real estate broker or real estate salesperson acting pursuant to a service provision agreement shall provide the following *services* to his or her client:
 - (a) When the real estate broker or real estate salesperson is representing a seller or lessor, the marketing of the client's property in the manner agreed upon in the service provision agreement.
 - (b) Acceptance of delivery and presentation of offers and counteroffers to buy, sell, or lease the client's property or the property the client seeks to purchase or lease.
 - (c) Assistance in developing, communicating, negotiating, and presenting offers, counteroffers, and related documents or notices until a purchase or lease agreement is executed by all parties and all contingencies are satisfied or waived.
 - (d) After execution of a purchase agreement by all parties, assistance as necessary to complete the transaction under the terms specified in the purchase agreement.
 - (e) For a broker or associate broker who is involved at the closing of a real estate or business opportunity transaction, furnishing, or causing to be furnished, to the buyer and seller, a complete and detailed closing statement signed by the broker or associate broker showing each party all receipts and disbursements affecting that party.

Michigan law requires real estate licensees who are acting as agents of sellers or buyers of real property to advise the potential sellers or buyers with whom they work of the nature of their agency relationship.

SELLER'S AGENTS

A seller's agent, under a listing agreement with the seller, acts solely on behalf of the seller. A seller can authorize a seller's agent to work with subagents, buyer's agents and/or transaction coordinators. A subagent of the seller is one who has agreed to work with the listing agent, and who, like the listing agent, acts solely on behalf of the seller. Seller's agents and their subagents will disclose to the seller known information about the buyer which may be used to the benefit of the seller.

Individual services may be waived by the seller through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

BUYER'S AGENTS

A buyer's agent, under a buyer's agency agreement with the buyer, acts solely on behalf of the buyer. A subagent of the buyer is one who has agreed to work with the buyer's agent with who, like the buyer's agent, acts solely on behalf of the buyer. Buyer's agents and their subagents will disclose to the buyer known information about the seller which may be used to benefit the buyer.

Individual services may be waived by the buyer through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

DUAL AGENTS

A real estate licensee can be the agent of both the seller and the buyer in a transaction, but only with the knowledge and informed consent, in writing, of both the seller and the buyer.

In such a dual agency situation, the licensee will not be able to disclose all known information to either the seller or the buyer. As a dual agent, the licensee will not be able to provide the full range of fiduciary duties to the seller or the buyer.

The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the seller and the buyer.

TRANSACTION COORDINATOR

A transaction coordinator is a licensee who is not acting as an agent of either the seller or the buyer, yet is providing services to complete a real estate transaction. The transaction coordinator is not an agent for either party and therefore owes no fiduciary duty to either party.

DESIGNATED AGENCY

A buyer or seller with a designated agency agreement is represented only by agents specifically named in the agreement. Any agents of the firm not named in the agreement do not represent the buyer or seller. The named "designated" agent acts solely on behalf of his or her client and may only share confidential information about the client with the agent's supervisory broker who is also named in the agreement. Other agents in the firm have no duties to the buyer or seller and may act solely on behalf of another party in the transaction.

LICENSEE DISCLOSURE (Check one)

I hereby disclose that the agency status of the licensee named below is:

- Seller's agent
- Seller's agent - limited service agreement
- Buyer's agent
- Buyer's agent - limited service agreement
- Dual agent
- Transaction coordinator (A licensee who is not acting as an agent of either the seller or the buyer.)
- None of the above

AFFILIATED LICENSEE DISCLOSURE (Check one)

- Check here if acting as a designated agent. Only the licensee's broker and a named supervisor broker have the same agency relationship as the licensee named below. If the other party in a transaction is represented by an affiliated licensee, then the licensee's broker and all named supervisory brokers shall be considered disclosed consensual dual agents.
- Check here if not acting as a designated agent. All affiliated licensees have the same agency relationship as the licensee named below.

Further, this form was provided to the buyer or seller before disclosure of any confidential information.

Licensee **RANDY ZAKRAJSEK** _____
May 21, 2013
Date

Licensee **THERRAN FERGUSON** _____
May 21, 2013
Date

ACKNOWLEDGMENT

By signing below, the parties acknowledge that they have received and read the information in this agency disclosure statement and acknowledge that this form was provided to them before the disclosure of any confidential information. **THIS IS NOT A CONTRACT.**

The undersigned _____ DOES DOES NOT have an agency relationship with any other real estate licensee. If an agency relationship exists, the undersigned is represented as SELLER _____ BUYER.

Potential Buyer Seller (check one) _____
May 21, 2013
Date
CITY OF MANISTEE

Potential Buyer Seller (check one) _____
Date

Disclaimer This form is provided as a service of the Michigan Association of REALTORS®. Please review both the form and details of the particular transaction to ensure that each section is appropriate for the transaction. The Michigan Association of REALTORS® is not responsible for use or misuse of the form, for misrepresentation, or for warranties made in connection with the form.



COMMERCIAL-INDUSTRIAL LISTING AGREEMENT
(EXCLUSIVE RIGHT TO SELL AND/OR LEASE)



1. Listing Date: May 22, 2013 Expiration Date: Twelve Midnight the May 22, 2014
2. This Agreement is made between CITY OF MANISTEE (the Owner)
3. and COLDWELL BANKER A.L.M REALTY & ASSOCIATE (the "Brokerage firm") hereinafter referred to as "Broker".
4. I/We, the undersigned Owner, hereby grant to the undersigned Broker the exclusive right to transact the property located at:
5. VACANT LOTS RENAISSANCE PARK 49660
6. Number Street Name Post Office Address Zip Code
7. located in the TOWNSHIP OF MANISTEE, MANISTEE County,
8. Michigan and legally described as: RENAISSANCE PARK SUBDIVISION LOTS 1,2,4,7,8,9,10,11, & 12
9.
10. and tax code(s): 510769000100 THROUGH 510769001200 EX.00300,00500, & 00600
11. In consideration of the mutual covenants herein and services to be performed, Broker is appointed as Owner's agent with
12. irrevocable and exclusive right to transact the property by sale, exchange, option or lease, during the Term for the
13. following price and terms. Where the word "Owner" appears, it shall also mean "Seller," "Lessor," "Landlord," or "Optionor";
14. "Buyer" shall also mean "Lessee," "Tenant," or "Optionee".
15. 1. Price: Owner offers the Property for sale or exchange at a price of Five Hundred Ten Thousand
16. dollars (\$ 510,000.00) payable upon the following terms and conditions: EACH TAX ID PARCEL WILL BE
17. MARKETED SEPARATELY WITH IT'S OWN INDIVIDUAL LISTING PRICE. PRICE PER ACRE WILL BE
18. \$10,000.
19. Owner offers the Property for lease at the rate of:
20. dollars (\$) per N/A payable upon the following terms and conditions:
21. N/A
22.
23.
24. Owner offers the Property for sale, exchange, option or lease upon any other price and terms acceptable to Owner as
25. evidenced by Owner's execution and delivery of a written Buy & Sell Agreement with respect to the Property.
26. 2. Property Offered For Sale: In the case of a sale, the above price(s) includes the real estate together with all buildings and
27. permanent improvements and fixtures attached thereto: **except the following items to be EXCLUDED (if any):**
28. N/A
29.
30. 3. Personal Property Offered For Sale: In the case of a sale, the above price includes the following items of personal
31. property to be INCLUDED in the sale: N/A
32. N/A
33. 4. Brokerage Fee: Owner agrees to pay Broker a brokerage fee, which shall be determined and paid as follows:
34. a. Sale: If the transaction is a sale, Owner shall pay Broker Eight percent (8.000 %) of the gross sales
35. price and \$, collectively, the Brokerage fee, which shall be paid at the time of closing of the transaction
36. when title to or an interest in the Property is transferred to Buyer.
37. b. Exchange: If the transaction is an exchange, Owner shall pay Broker percent (%) of
38. the consideration received by Owner for the Property and \$, collectively, the Brokerage fee, which shall
39. be paid at the time of closing of the transaction when title to or an interest in the Property is exchanged for other property.
40. c. Lease: If the transaction is a lease, Owner shall pay Broker percent (%) of the total
41. gross amount to be received by Owner during the term of the lease and \$, collectively, the Brokerage
42. fee, which shall be paid at the time Owner and a Lessee enter into a lease. If the lease includes one or more options to
43. renew or extend the lease, Owner shall pay Broker a brokerage fee of percent (%)
44. of the total gross amount to be received by Owner during the renewal or extension term of the lease, which shall be paid
45. at the time the extended lease term begins. If the lease includes one or more options to expand the leased premises, a
46. commission with respect to each expansion shall be payable in the same amount and at the same time as if the expansion
47. was a new lease.
48. d. Option: If an option is granted to a prospective Buyer, Owner shall pay Broker (\$) or
49. Eight percent (8.000 %) of each payment, whichever is greater, when made to Owner to
50. obtain, renew or extend the option. If the option is exercised, Owner shall pay Broker a brokerage fee pursuant to the
51. applicable section of paragraph D.

Owner Initials

COMMERCIAL-INDUSTRIAL LISTING AGREEMENT

52. e. Default: If Owner enters into a fully executed Agreement for sale, exchange, option or lease and Owner defaults under
53. that Agreement, then a brokerage fee in the same amount as would be payable upon a closing or lease execution pursuant
54. to this Agreement shall be due immediately upon such default.

55. f. Ready, Willing and Able Buyer: If Broker procures a written offer from a Buyer who is ready, willing and financially
56. able to consummate the proposed transaction concerning the Property according to the terms contained in this Agreement,
57. and Owner refuses to accept the offer, Broker shall be immediately entitled to a brokerage fee in the same amount as
58. would be payable upon a closing or lease execution pursuant to this Agreement. If the property or a substantial interest in
59. the property is sold, exchanged, leased, or optioned pursuant to a contract which was entered into by the Owner during the
60. term of this listing agreement, then owner shall pay the Broker the brokerage fee agreed to in Paragraph 4.

61. g. Suit By Owner: If Owner successfully prosecutes a suit against a Buyer who breached a purchase agreement,
62. exchange agreement or lease concerning the Property and collects all or any part of the monetary damages proximately
63. caused by such breach as a result of trial, compromise, settlement or otherwise, then, after first deducting Owner's
64. reasonable attorney fees and court costs, Owner shall pay Broker an amount equal to one-half (1/2) of the funds received
65. by Owner; but, the maximum amount Owner shall be obligated to pay to Broker shall not exceed the amount of Broker's
66. brokerage fee.

67. h. Protection. If Owner sells, exchanges, leases, options the Property to a party who was procured in whole or in part by
68. the efforts of Broker, a cooperating Broker or Owner during the term of this Agreement, and if such transaction occurs
69. within 180 days after the time this Agreement terminates, then Owner shall pay Broker a brokerage fee
70. pursuant to the applicable section of Paragraph 4, however, this paragraph shall not apply if this Agreement terminates and
71. the Property is listed exclusively with another licensed real estate broker.

72. 5. Cooperation. Broker is authorized to: (indicate choices by an "x")

73. [x] Yes [] No. a.) Offer subagency to other Brokers and to offer a portion of the total brokerage fee due as compensation
74. for acting as a subagent. Said portion of the agreed upon brokerage fee to be not more than 4 percent of the sales,
75. option, lease or exchange transaction amount or \$ _____.

76. [x] Yes [] No. b.) Offer to other Brokers a portion of the total brokerage fee due as compensation for producing an
77. acceptable transaction while acting as a Buyer's/Lessee's Agent. Said portion of the agreed upon brokerage fee to be not
78. more than 4.000 percent of the sales, option, lease or exchange transaction amount or \$ _____.

79. [x] Yes [] No. c.) Offer to other Brokers a portion of the total brokerage fee due as compensation for producing an
80. acceptable offer to purchase while acting as a Transaction Coordinator. Said portion of the agreed upon brokerage fee to
81. be not more than 4.000 percent of the sales price or \$ _____.

82. 6. Potential Conflict of Interest with Buyers. In the event the Broker procures a Buyer who has contracted with the Broker
83. as a Buyer's Agent, the Broker is authorized to act as a Disclosed Dual Agent pursuant to the Attached Dual Agency
84. Consent Addendum and pursuant to a Dual Agency Agreement, which will be signed by Owner and Buyer at the time an
85. offer to purchase is presented. [x] Yes [] No

86. 7. MLS. Broker promises to use reasonable efforts to find a Buyer for the property upon the terms and conditions set forth
87. herein. Broker is hereby authorized to file this listing with the MLS of the Real Estate Information Systems of
88. Southwestern Michigan and provide them with the following: (1) a copy of this listing agreement; and (2) any changes to
89. this listing agreement; and (3) after the closing, transaction information including transaction price/terms.

90. 8. Owner's Covenants: Owner agrees to cooperate with Broker and cooperating Brokers fully with respect to Broker's
91. efforts to market and transact the Property. Owner agrees to refer to Broker all inquiries received relating to the sale,
92. exchange, lease or option of the Property and to conduct all negotiations with prospective Buyers of the Property through
93. Broker. Owner further agrees to furnish Broker any information concerning the Property as Broker may reasonably
94. request from time to time including, but not limited to the following: N/A

96. 9. Owner's Representation: The undersigned Owner (I) holds title to the Property in fee simple; (II) is authorized and has
97. the capacity to execute and deliver this Listing Agreement; and (III) has the ability to convey a good and marketable title
98. by a general warranty deed and/or enter into a sale, exchange, option or lease.

99. 10. Signs/Media. Broker is hereby authorized to place a "For Sale/Lease" sign on the property and remove all other "For
100. Sale/Lease" signs. Broker may also advertise the availability of the property through any other medium.

101. 11. Access. Owner agrees to provide Broker reasonable access to the buildings on the property for the purpose of exhibiting
102. the property to prospective Buyers. Owner represents that adequate insurance will be kept in force to protect Owner in the
103. event of any damage, losses, or claims arising from entry to the Property and holds harmless Broker, its agents,
104. employees, and independent contractors from any loss, claim or damage resulting therefrom. Owner shall indemnify and
105. hold harmless Broker and Broker's agents and subagents from any and all liability for any reason as a result of injury to
106. person(s) or damage or loss to property arising out of the showing of Owner's property pursuant to this listing.

107. 12. Indemnity: Owner agrees to indemnify, defend and hold Broker harmless from any and all claims of every kind and
108. character resulting from or related to Owner's furnishing Broker or causing Broker to be furnished with any false,
109. incorrect, or inaccurate information or representations, or Owner's concealment of any material information. If a dispute

Owner Initials

COMMERCIAL-INDUSTRIAL LISTING AGREEMENT

110. arises at any time concerning the condition of the Property, the structures, improvements permanently installed and affixed
111. thereto, property defects, or health hazards, Owner agrees to indemnify, defend and hold Broker and cooperating Broker,
112. and their agents from and against any and all claims which they may incur as a result of any dispute. Owner's indemnity
113. obligations shall include any and all demands, liabilities, damages, losses, judgements, expenses, costs and attorney fees.

114. 13. Authority To Obtain Property Information: If Owner has mortgaged the Property, Owner hereby authorizes the lending
115. institution to divulge all mortgage information to Broker and to provide copies of the note and mortgage, if requested.
116. Owner also authorizes Broker to obtain historic utility billing information from utility service providers.

117. 14. Earnest Money: In the event that any Agreement for the sale, exchange, option or lease of the Property does not close
118. due to the Buyer's default or refusal to complete the transaction as provided by the agreement, any forfeited earnest
119. money deposit shall be used first to pay expenses incurred as a result of the Agreement, such as title work, termite
120. inspection, document preparation, other inspections and such other expenses. The balance of the deposit may be retained
121. by Broker as compensation for services rendered. (As agreed between the Owner and Broker in writing) Owner
122. acknowledges that Broker cannot release the earnest money if there is a dispute between Owner and a Buyer regarding the
123. earnest money. In any event all earnest money held by Broker shall be retained until Owner, Buyer and Broker mutually
124. agree in writing as to its disposition or until the disposition is directed by a court order.

125. 15. Additional Provisions: Owner and Broker acknowledge that:
126. a. All persons signing below as Owner have read and understand this Agreement and have received a copy.
127. b. This Agreement contains the entire agreement of the parties and cannot be changed except by their written consent.
128. c. This Agreement is binding upon the Owner's heirs, administrators, executors, successors and assigns.
129. d. Broker warrants the Broker holds a valid Michigan real estate license.
130. e. Broker may refer Owner to other professionals, service providers or product vendors, including lenders, loan brokers,
131. title insurers, escrow companies, inspectors, surveyors, engineers, consultants and environmental inspectors. Broker has
132. no responsibility for the performance of any service provider. Owner is free to select providers other than those referred
133. or recommended to Owner by Broker.
134. f. If it becomes necessary for Broker to retain an attorney or initiate any legal proceedings in order to secure compliance
135. with this Agreement, then, in addition to all other sums Broker may be entitled to recover, Broker shall also be entitled
136. to recover court costs, reasonable attorney fees, pre-judgment and post-judgment interest and all other costs incurred by
137. Broker in connection therewith.
138. g. The parties agree that this Listing Agreement, any amendment or modification of this Listing Agreement or any other
139. written notice or communication in connection with this Listing Agreement may be delivered or given by sending or
140. transmitting it by electronic mail or by fax. Any such communication shall be deemed delivered at the time it is sent or
141. transmitted. The parties agree that the electronic signatures and initials shall be deemed to be valid and binding upon
142. the parties as if the original signatures or initials were present in the documents in the handwriting of each party.

143. All electronic mail shall be delivered to the Owner at the following address:
144. MDEISCH@MANISTEE.MI.GOV

145. All electronic mail shall be delivered to the Broker at the following address:
146. RANDY@CBALM.COM

147. Either party shall provide the other with notice of any change of electronic mail addresses.

148. h. Owner and Broker agree that, as required by law, Owner and Broker shall not discriminate on the basis of race, color,
149. national origin, religion, sex, marital status, familial status, age or disability of the parties.

150. i. Broker is not and shall not be charged with the responsibility for the custody, management, care, maintenance,
151. protection or repair of the Property nor for the protection or custody of any personal property located thereon, unless
152. provided for in another written agreement.

153. j. Other: N/A
154.
155.
156.

157. Accepted by _____ COLDWELL BANKER A.L.M REALTY & ASSOCIATE
REALTOR BROKER
THERRAN F. / RANDY Z.

158. _____ Date 05/21/2013 _____ Date _____
Owner Signature Owner Signature
159. CITY OF MANISTEE _____
Printed Printed

160. Owner's Mailing Address 70 MAPLE ST., MANISTEE, MI 49660

161. Owner's Phone (Res.) N/A (Work) (231) 723-2558

**SELLER'S DISCLOSURE STATEMENT
FOR VACANT LAND ONLY**

Note: This Disclosure Statement is for vacant land only. Sellers of residential property must use the form required under the Seller Disclosure Act, MCL 565.951; MSA 26.1286(51) (MAR FORM H).

SIZE AND LOCATION OF PROPERTY: RENAISSANCE PARK LOTS, MANISTEE, MI 49660

PURPOSE OF STATEMENT: This disclosure statement contains information concerning the Property known by Seller. Unless otherwise advised, the Seller does not possess any expertise concerning soil conditions, zoning and other land use regulations, environmental conditions or related matters. **THIS STATEMENT IS NOT A WARRANTY OF ANY KIND BY THE SELLER OR BY ANY AGENT REPRESENTING THE SELLER IN THE TRANSACTION, AND IS NOT A SUBSTITUTE FOR ANY INSPECTIONS THE BUYER MAY WISH TO OBTAIN.**

SELLER'S DISCLOSURE: The Seller discloses the following information with the knowledge that even though this is not a warranty, the Seller hereby specifically makes the following representations based on the Seller's knowledge at the time of signing this document. The Seller authorizes its agent to provide a copy of this statement to any prospective buyer in connection with the Property. The following representations are made solely by the Seller and are not the representations of the Seller's agent.

INSTRUCTIONS TO THE SELLER: (1) complete this form yourself; (2) fill in all blanks; (3) report known conditions affecting the Property; (4) if some items do not apply to your Property, write N/A (not applicable); (5) if you don't know the answer to a particular question, check unknown; and (6) attach additional pages with your signature if additional space is required.

1. HAS THE PROPERTY BEEN SURVEYED?
YES _____ NO _____
(A) IF SO, IS A COPY AVAILABLE?
YES _____ NO _____
2. IS SELLER AWARE OF ANY PRIOR PROPERTY DIVISIONS OR SPLITS INVOLVING THIS PROPERTY SINCE MARCH 31, 1997?
YES _____ NO _____
3. ZONING CLASSIFICATION OF PROPERTY:
KNOWN (COMPLETE) _____ UNKNOWN _____
4. IS SELLER AWARE OF ANY ENCROACHMENTS, EASEMENTS, ZONING VIOLATIONS OR NON-CONFORMING USES?
YES _____ NO _____
5. IS SELLER AWARE OF ANY MINERAL RIGHTS IN THE PROPERTY HELD BY ANY PERSON OR ENTITY OTHER THAN THE SELLER?
YES _____ NO _____
6. IS SELLER AWARE OF ANY FLOODING, DRAINAGE OR GRADING PROBLEMS?
YES _____ NO _____
7. HAS PROPERTY EVER HAD A "PERC TEST"?
YES _____ NO _____
(A) IF SO, IS A COPY AVAILABLE?
YES _____ NO _____
8. IS SELLER AWARE OF ANY UNDERGROUND STORAGE TANKS EITHER PRESENTLY ON THE PROPERTY OR WHICH HAVE BEEN PREVIOUSLY REMOVED FROM THE PROPERTY?
YES _____ NO _____
9. IS SELLER AWARE OF ANY GROUND WATER CONTAMINATION?
YES _____ NO _____
10. IS SELLER AWARE OF ANY OTHER ENVIRONMENTAL CONTAMINATION TO THE PROPERTY?
YES _____ NO _____

11. HAS SELLER RECEIVED NOTICE OF ANY ENVIRONMENTAL REGULATION OR ENVIRONMENTAL CONDITION (SUCH AS A WETLAND DETERMINATION) WHICH WOULD PROHIBIT OR RESTRICT USE OF THE PROPERTY?

YES _____ NO _____

If the answer to any of the above questions is yes, or if there is any other material information that the Buyer should be aware of, please explain: _____

Seller certifies that the information contained in this statement is true and correct to the best of the Seller's knowledge as of the date of Seller's signature.

BUYER SHOULD OBTAIN PROFESSIONAL ADVICE AND INSPECTIONS OF THE PROPERTY TO MORE FULLY DETERMINE THE CONDITION OF THE PROPERTY.

The Seller has owned the property since _____ (date) and makes representation only since that date. If prior to closing, the Seller becomes aware that any of the information contained in this disclosure form is incorrect, Seller will immediately disclose the changes to Buyer. In no event shall the parties hold the Broker or the Broker's Agent liable for any representations not directly made by the Broker or Broker's Agent.

SELLER(S):

_____ DATE: _____

_____ DATE: _____

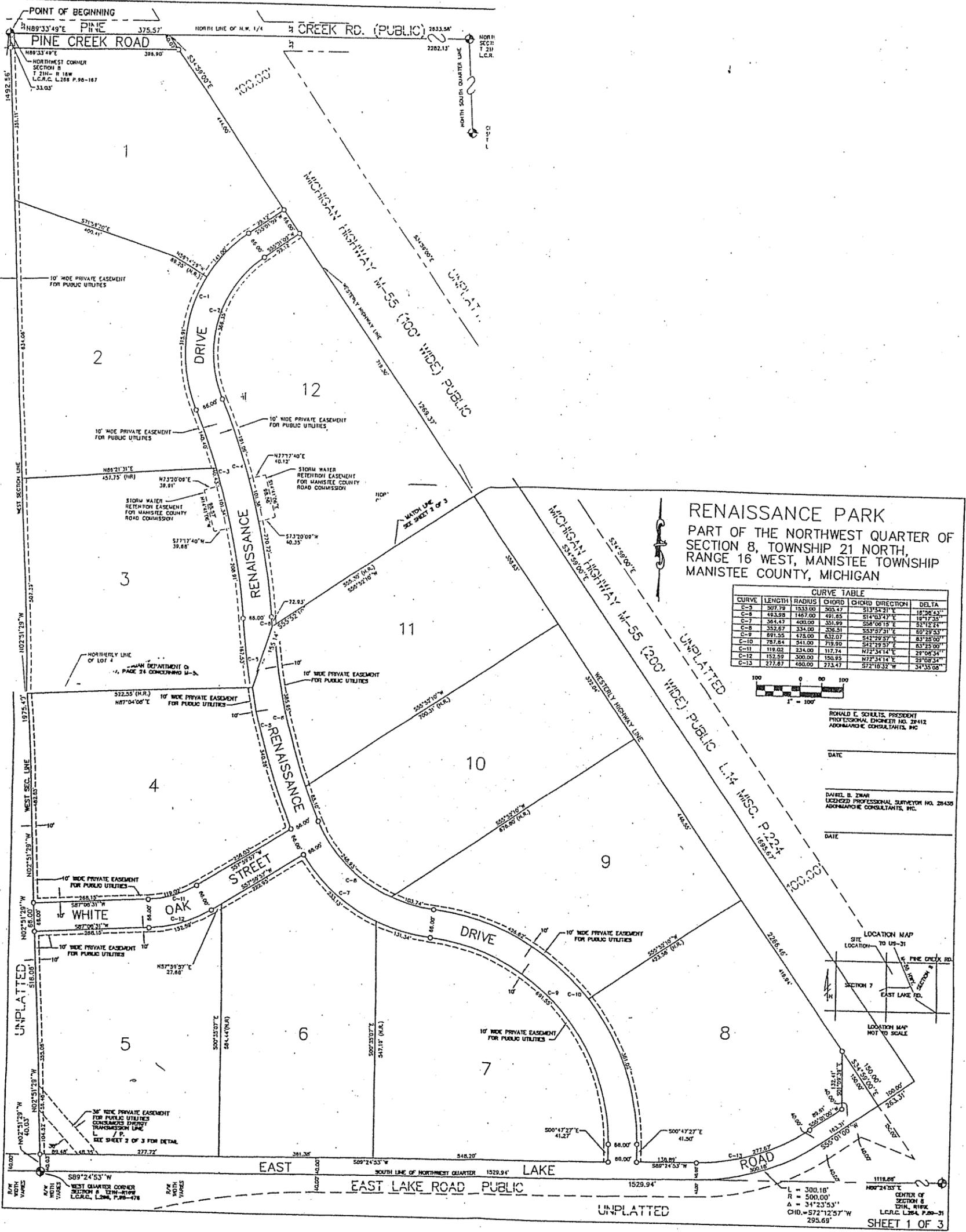
BUYER HAS READ AND ACKNOWLEDGES RECEIPT OF THIS STATEMENT.

BUYER(S):

_____ DATE: _____

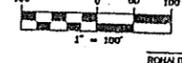
_____ DATE: _____

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RENAISSANCE PARK
 PART OF THE NORTHWEST QUARTER OF
 SECTION 8, TOWNSHIP 21 NORTH,
 RANGE 16 WEST, MANISTEE TOWNSHIP
 MANISTEE COUNTY, MICHIGAN

CURVE	LENGTH	RADIUS	CHORD	CHORD DIRECTION	DELTA
C-3	507.79	1533.00	505.47	S11°32'31" E	16°26'43"
C-8	493.98	1467.00	491.85	S14°03'47" E	19°17'25"
C-7	364.47	400.00	351.99	S26°06'19" E	32°12'24"
C-8	332.67	334.00	336.51	S53°57'31" E	60°29'53"
C-9	891.25	478.00	632.07	S14°29'57" E	63°25'00"
C-10	787.84	541.00	719.90	S42°29'57" E	63°25'00"
C-11	119.02	234.00	117.74	N72°34'14" E	29°08'34"
C-12	152.59	300.00	150.95	N72°34'14" E	29°08'34"
C-13	277.87	480.00	278.47	S72°18'32" W	34°35'00"

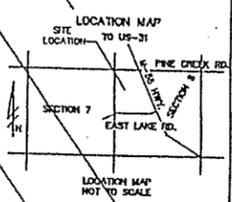


RONALD E. SCHULTZ, PRESIDENT
 PROFESSIONAL ENGINEER NO. 28412
 ADORNIANO CONSULTANTS, INC.

DATE _____

DAVID B. ZIMAR
 LICENSED PROFESSIONAL SURVEYOR NO. 28405
 ADORNIANO CONSULTANTS, INC.

DATE _____





APPLICANTS NEEDED

BOARDS and COMMISSIONS VACANCIES

HOUSING COMMISSION. One vacancy – five year term ending 05/31/18. Purpose: Oversees senior / low income housing.

ZONING BOARD OF APPEALS – Four vacancies: three regular members - three year terms ending 05/31/16; one alternate member – unexpired term ending 5/31/15. Purpose: Hears appeals to zoning and building issues.

Application forms are available at the City Clerk's office, 70 Maple Street or on the City website at <http://www.manisteemi.gov> . All applications should be returned prior to the May 21, 2013 City Council meeting when appointments will be made.



APPLICATION FOR APPOINTMENT

Thank you for your expression of interest in serving this community by volunteering for appointment to a board or commission. Please provide the requested information in addition to any other information you think appropriate for the Mayor and City Council to consider. Please plan on attending the Council meeting at which this matter will be considered. The public notice for this vacancy included that date.

BOARD OR COMMISSION APPLIED FOR: MANISTEE HOUSING COMMISSION

NAME: Donna Korzeniewski
ADDRESS: 17 Magill St
Manistee, MI 49660

PHONE: (Home) 231-723-2926 (Work) 231-723-1689

E-MAIL: donnak@manisteehousing.com personal or work

I want to volunteer for this position because:

I am proud of the work our Housing Commission board and administrators have been able to
accomplish in the past 9 years. I'd like the opportunity to continue to provide
oversight of affordable housing for the Manistee community.

Please add any particular education, experience or background you think appropriate to include:

I have a Bachelors Degree in Finance and a Masters Degree in Ed Administration;
accounting and human resources experience.

Feel free to attach any additional information.

I (will) ^{probably} (will not) be able to attend the Council meeting. Please circle one.

Donna Korzeniewski
Signature

5/10/13
Dated

The City of Manistee does not discriminate on the basis of race, color, religion, sex, national origin, age or disability. If you have a disability and may need accommodation to participate fully on this board or commission, please contact the City ADA Officer, or check this box and someone will contact you to discuss your needs.

Rec'd 4/24/13
City Clerk's office



APPLICATION FOR APPOINTMENT

Thank you for your expression of interest in serving this community by volunteering for appointment to a board or commission. Please provide the requested information in addition to any other information you think appropriate for the Mayor and City Council to consider. Please plan on attending the Council meeting at which this matter will be considered. The public notice for this vacancy included that date.

BOARD OR COMMISSION APPLIED FOR: CITY OF MANISTEE HOUSING COMMISSION

- Resident Member

NAME: CHERYL A STEPHISON

ADDRESS: 273 SIXTH AVE, Apt 503
MANISTEE

PHONE: (Home) 398-0908 (Work) _____

E-MAIL: CSTEPHISON@YAHOO.COM personal or work

I want to volunteer for this position because:

I HAVE EDUCATION AND EXPERIENCE W COMMUNITY SERVICE AND
BELIEVE I CAN CONTRIBUTE TO THE COMMUNITY.

Please add any particular education, experience or background you think appropriate to include:

I HAVE MANAGED APARTMENTS AND WORKED WITH COMMUNITY SERVICE
AGENCIES.

I am a current tenant of the City of Manistee Housing Commission and represent the following*:

1. I have not been delinquent in my rental obligation for any month during the last 12 months;
2. If required under my Lease Agreement, I am current in my obligation for community service;
3. I am not in violation of any term of my Lease Agreement with the City of Manistee Housing Commission;

If any of the above is not accurate, my explanation is as follows: _____

* Information verified by City of Manistee Housing Commission: _____ (initials)

I (will) (will not) be able to attend the Council meeting. Please circle one.

Cheryl A Stephison
Signature

2-21-13
Dated

The City of Manistee does not discriminate on the basis of race, color, religion, sex, national origin, age or disability. If you have a disability and may need accommodation to participate fully on this board or commission, please contact the City ADA Officer, or check this box and someone will contact you to discuss your needs.

Cheryl A Stephison

273 Sixth Ave, Apt 503

Manistee, MI 49660

(231) 398-0908

castephison@yahoo.com

Education

BA, Oakland University, 1972. Major in Political Science, minor in Sociology.

MA Progress, Tennessee Tech University, 1979. Major in American History, minor in Education.

Law Progress, University of South Carolina, 1983.

Law Progress, Thomas Law School, 1989.

Employment

UN High Commission for Refugees (UNHCR), Afghan Bureau, 1989-1992. Arranged free medical care for refugees wounded in the Afghan civil war who needed complex medical procedures not available in Pakistan. Provided housing and home care, transportation, and secured physicians. Worked with Medicens Sans Frontieres to locate background medical records in Pakistan.

Rosethorn Publishing Company, Manistee Michigan, 1993 to Present. Small business selling books on the internet through Amazon. Create all advertising, set prices and maintain inventory. Work with Amazon to enter into new sales programs such as putting paperbacks into the Kindle format.

Skills

Managing, organizing, phone sales and message taking, postage and shipping. Medical records and patient relations, social work and social agency utilization. Word Processing, formatting and layout of books, filing of records and searching for new typefaces and cover images. Interacting with authors and Amazon to create a finished product.

Michelle Wright

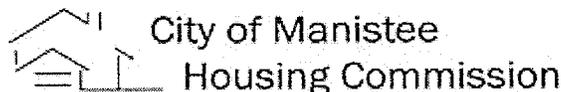
From: Clinton McKinven-Copus <clintonmc@manisteehousing.com>
Sent: Wednesday, April 24, 2013 10:39 AM
To: Michelle Wright
Cc: George Saylor (gvs@gwsh.com)
Subject: Application for Appointment to Manistee Housing Commission--Resident Member
Attachments: Clinton McKinven-Copus.vcf; Application for Appointment to Housing Commission--Resident Member April 2013.PDF

Hi Michelle,

I have attached for the sole applicant to the Housing Commission as a Resident Commissioner. Ms. Stephison is a Housing Commission resident in good standing.

Have a good day,

Clint



Clinton McKinven-Copus - Executive Director

phone: (231) 723-6201 ext: 102
cell: (231) 425-0731
fax: (231) 723-8900
TDD/TTY: (800) 545-1833. ext 870
email: clintonmc@manisteehousing.com

DISCLOSURE: The City of Manistee Housing Commission is a public body and as such is subject, in many instances, to federal and State of Michigan public disclosure laws. Please be aware that this email and any response(s) may be subject to, among other disclosure laws, the Michigan Freedom of Information Act, MCL 15.231 et. seq. and the federal Administrative Procedures Act (Freedom of Information), 5 USC § 551 et. seq. To the extent that this may be a confidential communication it is not to be delivered to or read by any person other than the addressee. Email transmission is not intended to waive the attorney-client privilege or any other privilege which may exist under law. If this transmission is received by anyone other than the addressee, the recipient is requested to call the City of Manistee Housing Commission collect at (231) 723-6201, immediately return this email to by return email and then delete the email.



City of Manistee
Housing Commission

273 6th Avenue, Manistee, Michigan 49660

PROVIDING SAFE AFFORDABLE HOUSING

February 08, 2013

Mr. Dale Green, President
Port City Resident Council
237 Sixth Ave. Apt. #417
Manistee, MI 49660

Dear Mr. Green,

An opening has occurred for a "Resident Commissioner" on the City of Manistee Housing Commission. A Resident Commissioner is a member of the City of Manistee Housing Commission who is also a tenant in Housing Commission property.

Michigan Public Act 18 of 1933, Section 4 states:

...the chief executive officer of the housing commission shall send a written notice of a commission vacancy to the president of each resident organization...

Pursuant to the requirements of the above statute I am sending you this letter. Residents of the City of Manistee Housing Commission will also be individually notified of the vacancy by first class mail. If a resident wishes to apply for the Resident Commissioner position he/she shall submit a completed application to the Housing Commission office. Applications are available from the Housing Commission Office during normal working hours.

Please contact me with any questions.

Sincerely,

Clinton McKinven-Copus
Executive Director

CC: files



**City of Manistee
Housing Commission**

273 6th Avenue, Manistee, Michigan 49660

PROVIDING SAFE AFFORDABLE HOUSING

**NOTICE OF VACANCY
Resident Commissioner**

City of Manistee Housing Commission Board of Commissioners

- Vacancy:** One (1) unexpired term for the position of Resident Commissioner on the City of Manistee Housing Commission Board of Commissioners. Term expires May 2017.
- Eligible Applicants:** Current residents of the City of Manistee Housing Commission.
- How to Apply:** Applications are available in the Housing Commission office located in the Harborview Apartments, 273 Sixth Ave. ***Completed applications must be return to the Housing Commission office.***
- Application Period:** Applications shall be received for a period of sixty (60) days, starting February 14, 2013 and ending April 14, 2013.

Note: Residents who are elected members of the Port City Resident Council shall be required to resign their position if appointed as the Resident Commissioner

CC: files

PROOF OF SERVICE

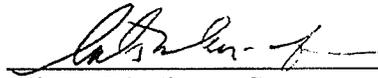
1. I am the Executive Director of the City of Manistee Housing Commission.
2. I served, on the Port City Resident Council on the 8th day of February, 2013, by first class mail, a copy of the Notice attached to this proof of service, service being upon the following officers/officials of the Resident Council:

<u>Name</u>	<u>Address</u>
Dale Green, President	273 Sixth Ave., Apt. #417, Manistee, MI 49660

2. I served, on the all existing tenants of the City of Manistee Housing Commission, on the 12th day of February, 2013, by first class mail, a copy of the Notice attached to this proof of service, which notice was mailed for each tenant at the address of the rental unit leased by each tenant.

I declare that this proof of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Dated: February 12, 2013



Clinton McKinven-Copus
Executive Director
City of Manistee Housing Commission

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RECEIVED

APR 18 2013

CITY OF MANISTEE
CLERK-TREASURER

APPLICATION FOR APPOINTMENT

Thank you for your expression of interest in serving this community by volunteering for appointment to a board or commission. Please provide the requested information in addition to any other information you think appropriate for the Mayor and City Council to consider. Please plan on attending the Council meeting at which this matter will be considered. The public notice for this vacancy included that date.

BOARD OR COMMISSION APPLIED FOR: Zoning Board of Appeals

NAME: John Perschbacher

ADDRESS: 420 Third St.
MANISTEE, MI 49660

PHONE: (Home) 723-9803 (Work) none

E-MAIL: none () personal or () work

I want to volunteer for this position because:

I have been on this Board since appointed 9-15-98 and
Chair for nearly as long; I have attended all (up to present) Special
Classes or seminars for M's U credit plus a number of optional ones I
paid for myself. I've missed no meetings since elected Chair in 2000.

Please add any particular education, experience or background you think appropriate to include:

I believe I've given dedicated service and offer to continue
for another term... if you want me to.

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

if notified I'm requested to do so.

John Perschbacher April 18, 2013
Signature Dated

The City of Manistee does not discriminate on the basis of race, color, religion, sex, national origin, age or disability. If you have a disability and may need accommodation to participate fully on this board or commission, please contact the City ADA Officer, or check this box and someone will contact you to discuss your needs.



RECEIVED

APR 23 2013

CITY OF MANISTEE
CLERK-TREASURER

APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: ZONING BOARD OF APPEALS

NAME: WILLIAM R. KRACHT

ADDRESS: 403 FIRST STREET
MANISTEE, MI 49660

PHONE: (Home) 398-0669 (Work) 398-0669

E-MAIL: billkracht@chartermi.net personal or work

I want to volunteer for this position because:

I HAVE BEEN A MEMBER OF THE ZBA FOR A NUMBER OF YEARS AND
WOULD LIKE TO CONTINUE SERVING IN THIS FUNCTION.

Please add any particular education, experience or background you think appropriate to include:

MY YEARS OF EXPERIENCE ON THE ZBA GIVE ME A GOOD PERSPECTIVE ON
NEW ISSUES THAT COME TO ZBA. I HAVE MAINTAINED MY CERTIFICATION
AS MASTER CITIZEN PLANNER THROUGH CONTINUING EDUCATION
COURSES OFFERED.

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

William R. Kracht 4-20-13
Signature Dated

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APPLICATION FOR APPOINTMENT

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BOARD OR COMMISSION APPLIED FOR: ZBA

NAME: MARK HOFFMAN

ADDRESS: 361 SECOND ST
MANISTEE

PHONE: (Home) 398 0546 (Work) _____

E-MAIL: DUYBOG361@GMAIL.COM (personal or (work

I want to volunteer for this position because:
THE ZBA IS ONE CITY BOARD IM MOST
FAMILIAR WITH AND NOW UNDERSTOOD WHAT
ITS ROLE ACTUALLY IS.

Please add any particular education, experience or background you think appropriate to include:
BUILDING EXP
CIVIL ENGINEERING EDUCATION

Feel free to attach any additional information.

I (will) (will not) be able to attend the Council meeting. Please circle one.

[Signature] _____ April 25 2013
Signature Dated

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CITY HALL
70 Maple Street

CITY MANAGER
231.398.2801

CITY ASSESSOR
231.398.2802

BUILDING INSPECTOR
231.398.2806

**PLANNING, ZONING &
COMMUNITY DEV.**
231.398.2805

CITY CLERK
231.398.2803

CITY TREASURER
231.398.2804

WATER BILLING
231.723.2559

ADMINISTRATION
FAX 231.723.1546

CLERK/TREASURER
FAX 231.723.5410

POLICE DEPARTMENT
70 Maple Street
231.723.2533
FAX 231.398.2012

FIRE DEPARTMENT
281 First Street
231.723.1549
FAX 231.723.3519

PUBLIC WORKS
280 Washington St.
231.723.7132
FAX 231.723.1803

PARKS DEPARTMENT
231.723.4051

WATER MAINTENANCE
231.723.3641

WASTEWATER PLANT
50 Ninth St.
231.723.1553

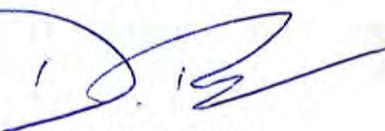
Memo To: Mitch Deisch *MD*
From: David M Bachman
Re: Council Agenda Item
Running for God June 15,2013

Sir:

Please find attached to this memo a request from the Christian Faith Church to sponsor "Running for God" on June 15, 2013.

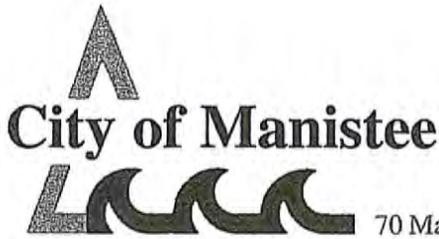
This is an annual request and requires some city resources in order for it to be successful.

There are no known objections to this event and I recommend the council approve it.



David M Bachman
Chief of Police





70 Maple Street • P.O. Box 358 • Manistee, Michigan 49660-1557

POLICE DEPARTMENT
231-723-2533
citypd@manistee.com

DAVID M. BACHMAN
Chief of Police

Name of Special Event: RUNNING FOR GOD

Date of Special Event: JUNE 15, 2013

Time of Special Event: 9:00 AM

Number of Units Participating

Marching/Walking: 10 **Driven:** _____ **Run Other:** 40

Assembly/Starting Location: FIRST STREET & BEACH ROAD

Destination/Finishing Point: LIONS PAVILION, FIRST STREET

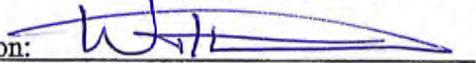
Route that the Special Event will Follow: BEACH ROAD TO FIRST STREET;
FIRST STREET TO CHERRY STREET; CHERRY ST. TO EIGHT ST;
EIGHTH ST. TO ROBINSON; ROBINSON TO OAK STREET;
OAK ST. TO WATER STREET; WATER ST. TO FIRST STREET;
FIRST ST. TO LION'S PAVILION.

Person(s) / Organization(s) making request: BILL WILLIS (PASTOR),
CHRISTIAN FAITH CHURCH

Contact Person: **Name:** BILL WILLIS

Address: 622 RAMSDALE ST., MANISTEE

Telephone Work: (231) 794-7667 **Home:** (231) 887-4022

Signature of Contact Person: 

Return this request to the Manistee City Police Department after it has been filled out and only after the first requirement has been complied and approved.

5-1-13



Sharon Reynolds

American Legion Auxiliary post 10

10 Mason St.

Manistee, Mi. 49660

723-9501

To:

City of Manistee,

464-5869

The American Legion Auxiliary is requesting permission to distribute "Poppy's" in the City of Manistee on these dates:

May 23rd, 24th, and 25th,
"2013"

Thank You,

Sharon Reynolds
Auxiliary Treas, and
Poppy Chairman