



2007 HIGHLIGHTS

A Message from the City Manager . .

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What a year! While the State of Michigan continues to plunge deeper into recession, the City of Manistee had an amazing year. Since 2001 the City had been contemplating the need to purchase property from Sand Products Corporation (SPC) to preserve Man-Made Lake from development. This dream was realized in 2007 with the successful purchase agreement negotiation with SPC, amazing grass roots fund raising efforts and receiving a 2+ million dollar MNRTF Grant. The result of all of these efforts is Man-Made Lake will be accessible to all in perpetuity.

Project accomplishments in 2007 exceed those of 2006. Main accomplishments for the year include completing Phase I Electrical Upgrades on the Maple Street Bridge, completing the WWTP Expansion Project, upgrading the Old US-31 truck route, beginning construction of the Fifth Avenue Beach House, and finally, converting the 1997 MEDC Renaissance Zone Industrial Park loan to a grant. Over 20 jobs were added in 2007 in the Renaissance Zone with two new manufacturing facilities, which resulted in the City saving more than **1 million dollars** in loan payments.

Manistee continues to be successful in receiving grants. In 2007 the City received \$23,730 in Local Revenue Sharing Board grants, \$500,000 from the State of Michigan for Phase II Maple Street Bridge Electrical Upgrades, \$140,000 from the Great Lakes Fisheries Trust authored by the AES Office for barrier free fishing dock at Arthur Street launch ramp and as of 12/5/07 \$2,015,000 to assist with the purchase of Man-Made Lake.

Numerous large projects are on the horizon for 2008. Finalizing the acquisition of Man-Made Lake will occur in 2008. Completion of the Fifth Avenue Beach House will be completed for the Summer 2008 season. We now have world class assets at one of our world class beaches. Along with the Beach House construction, both Fifth Avenue and First Street beaches will undergo a citizen master planning process. Finally, as in 2007, more emphasis will be placed on improving public property maintenance. Cleaner / greener and well maintained is the goal for all public property. More resources will need to be allocated to achieve this goal.

The entire Community should be proud of the accomplishments in 2007, what a year! I look forward to the challenges and opportunities of 2008.

Mitchell D. Deisch, City Manager

CONSTRUCTION

1. US-31 Truck Route Project: applied for and received an MDOT Small Urban Grant in the amount of \$350,000 for the 2008 Grant Cycle, and an MDOT Category F Grant in the amount of \$232,000 to mill and resurface the Old US-31 Truck Route including: Sibben Street from Third to Fifth, Fifth Street from Sibben to Kosciusko, Kosciusko Street from Fifth to Eighth, Eighth Street from Davis to Vine, and Vine Street from Eighth to Tenth. Abonmarche awarded bid for engineering in the amount of \$49,725. Approved for an early start for a portion of the project, financed under Local Jobs Today program that also pays city's 20% match. Council authorized contract with MDOT for project. Based on lower than anticipated costs, added three blocks on Fifth Street, two blocks on Sibben Street and two blocks on Eighth Street at a cost of \$132,000. Area on Fifth Street was televised prior to resurfacing. Strategic Plan-Infrastructure
2. Wastewater Treatment Plant Expansion - Open House conducted June 29, 2007, project startup shortly after in July. With new plant expansion, MDEQ removed sewer extension moratorium. Planning for this expansion began in 2001. Strategic Plan-Infrastructure & Competitive Position
3. Maple Street Bridge Electrical Upgrades: Began in 2006. Strain Electric awarded low bid of \$268,000, 19.7% higher than Hardesty & Hanover (engineers) estimates. City will assume \$44,000 higher cost. Authorized agreement with MDOT to obtain and use Federal Highway Transportation funds. Preconstruction held, bridge closure from 3/1 to 4/7. Industries contacted. Navigational lights replaced. Passed resolution to accept funds from Local Bridge Advisory Board. Phase I completed in April 2007. Phase II will start January 2009. Strategic Plan-Economic Development
4. Riverfront lease buyout from Michael Moran in the amount of \$10,000 (end of Division Street), next to property owned by Chmura at 308 River Street. Special use permit to construct a marina for Chmura. Paid \$10,000 for an outfall easement and lowered outfall so it does not conflict with proposed marina docks. Outfall adjustments cost \$9,360, contract awarded to Elmer's Crane and Dozer.

5. Closed out Fifth Avenue Paving Project and the Washington Street Paving Project. Strategic Plan-Infrastructure

6. Executed agreement addendum with MDNR for marina gas dock kiosk. Project will be completed on a reimbursement basis. Strategic Plan-Recreation

Fifth Avenue Beach House Groundbreaking

7. Fifth Avenue Beach House: Accepted foundation/block bids and awarded to Joseph A.A. Construction in the amount of \$99,716. Numerous physical and material donations. Flatwork bids awarded to Helminski Construction at a cost of \$28,472. ADA barrier-free walkway installed on July 3 at Fifth Avenue Beach. Temporary location as this walkway will be incorporated into the new beach house. Anticipated completion by May 2008. Strategic Plan-Beaches/Parks

8. Worked with the Beautification Committee and the Rotary Club on replacing block wall at First Street Beach. One section will be an art wall. Project completed in 2007. Strategic Plan-Beaches/Parks

9. Replaced Teen Center roof through a grant received from the Local Revenue Sharing Board. Building was repainted to compliment the new roof color.

10. Corrected a drainage problem by installing several catch basins at the corner of Bryant and Birch Streets. Cost for the project was \$9,500 and work was performed by Forbes. Strategic Plan-Infrastructure

11. Duffy Park drainage bids received for the soccer field. Budgeted in the Capital Improvement Fund. Completed by Reid Excavating at a cost of \$14,588.63. Strategic Plan-Recreation
12. Bison Construction replaced North Beach Access asphalt walkway with concrete at a cost of \$5,125. City crew removed the asphalt. Strategic Plan-Recreation
13. Began discussions with Michigan Department of Transportation to develop options for the intersection at US-31 and Memorial Drive. MDOT will conduct public hearings. Planned for construction in 2011.
14. Fire Station wall repairs: the bead board on the interior west wall of the station was removed because of deterioration. The brick wall was cleaned and sealed for waterproofing.
15. Installed sprinkler system at City Hall for better landscape maintenance. Goal to have systems installed at other municipal locations for a cleaner/greener community.
16. Placed discarded Christmas trees on the bank at the end of Twelfth Street as a measure to control erosion. Will review with Abonmarche to determine if we should continue for January 2008.
17. Continued City Hall renovations by installing internal signage using the wayfinding signage design. Installed public message board outside of the parking lot entrance. Added granite overlays to Maple Street and Water Street entrances to create a continuous landing/first step. Entrances were historically correct but did not meet current codes.
18. City worked with MDEQ and Joslin Cove to take over ownership of the Joslin Cove water and sewer systems. Negotiations resulted in redesign and corrections to meet City and MDEQ standards as well as a performance guarantee.
19. The road leading to the Sixth Avenue Pump Station is deteriorating. Emergency measures will be taken to correct. Electrical access was moved to the top of the hill to avoid use of the road during emergencies. Working with Engineer of Record Abonmarche to determine a long term corrective fix. Strategic Plan-Infrastructure
20. Bids received for Jerumbo Street lift station upgrades and US-31 force main. Bonnie Brothers will commence reconstruction as soon as MDEQ permits the project. Strategic Plan-Infrastructure

GOVERNANCE

21. 2007 - 2008 Fiscal Budget was approved. Introduced March 19, 2007. Public Hearing held April 17. Work Session held April 3 and 10. Adopted May 8, 2007. Includes a \$5,109,744 General Fund budget. Millage was set at 16.9 mills for the General Fund and 1.5 mills for the Refuse Fund. There was a 3.7% rate adjustment to water and sewer, \$2.25 and \$4.50 per 1,000 gallons respectfully.
22. Approved budget amendment 2007-01 for fiscal year end in June. Required by law to ensure actual expenditures do not exceed budgeted amounts.
23. The June 30, 2007 Audit was received and presented to the City Council on November 7, 2007. The audit shows a General Fund Balance of \$860,121 - a decline of \$346,537. Most of the reduction came from a \$190,000 CIP fund transfer. Staff exploring ways to maintain 20% General Fund Balance through transfer back from CIP fund to General Fund.
24. Experienced Headlee Rollback on 2006 maximum authorized operating millage rate for FY2007-2008. The rollback is $17.8362 \times .9936 = 17.7220$. The maximum authorized millage for 2007 is 17.7220. The millage levied in 2006, 16.9457 operating is less than the maximum authorized 2007 millage rate of 17.7220 so the 16.9457 mills is not rolled back.
25. Three Council seats were up for election in November: Second District Cyndy Fuller; Fourth District Robert Goodspeed; Sixth District Richard Mack. Fuller and Mack ran unopposed and were re-elected. Ilona Haydon was elected as Councilmember for the Fourth District. At their Organizational Meeting in November, Council elected Cyndy Fuller as Mayor and Bob Hornkohl as Mayor Pro-Tem.
26. Annual Goal Setting: Participated in a new Strategic Plan process. First meeting 1/15/07 for an overview of the process, met 1/23/07 to develop goals, met with Department Directors 1/30/07 and reviewed goals, met 2/13/07 to discuss the process and reviewed goals/tasks developed by staff to reflect Council goals. Reviewed strategic goal objectives, and outcomes. Major action steps were identified on 3/13/07. On 5/8/07 process reviewed to date, will start with the new fiscal year. Strategic Plan was presented to County Commissioners and Tribal Council in a joint meeting in July. Presented to Manistee County Township Association in August. Manager's Office created a matrix to track progress. First update to Council given 9/11/07, second update given 12/11/07. Strategic Plan-Competitive Position
27. Worked through State budget issues.
28. Negotiated a Community Flex Blue 2 health insurance plan with POAM & COAM; and changed plan for non-union. Saved more than \$30,000 with this change. Health care plan offered to IAFF and USW. Strategic Plan - Financial Stability

29. Mayor Fuller, Councilmembers Yonkman, Mack and Hornkohl, City Manager and Fire Chief participated in the March MML Legislative Conference. Representative David Palsrok attended the dinner.
30. City Manager participated in the MML Regional Meeting in Alpena. Next year's meeting will be held in Manistee. City Manager is Chair for the Region in 2008.
31. City Manager attended Fourth Annual County Summit meeting in April.
32. Council and Staff participated in the MML Annual Conference in September. Manistee participated in the MML Scholarship Silent Auction with a walking stick prepared by Ken Jilbert. Mayor Cyndy Fuller was the City's voting delegate.
33. City Manager Deisch, Mayor Fuller, Councilmember Hornkohl attended annual MECCA Dinner.
34. City Manager, Chief of Police and AES Director attended first Port City Collaborative meeting in Port Huron. Dredging concerns were echoed to all communities in attendance. Strategic Plan-Economic Development/Dredging
35. City Manager appointed to Manistee County Brownfield Authority. Strategic Plan-Intergovernmental Cooperation
36. Letter of Support for Housing Commission demolition of 1703 & 1707 Vine Street.
37. Conducted Mayors Exchange Program with the City of Alma in June. This is an annual opportunity to learn and network with other Michigan municipalities. Next year's Mayors Exchange is tentatively scheduled with the City of Frankenmuth.
38. Bylaw Review and Approval: Planning Commission, DDA, ZBA, Historic District Commission, Oil & Gas Board, Non-Motorized Transportation Committee. Bylaws are reviewed annually by respective group, and if amended, forwarded to Council for review and approval.
39. Undertook a Request for Qualifications process for the Engineer of Record as current agreement with Wade Trim expired in August. Received proposals, reviewed by committee, presentations/interviews of top four conducted by Council. Abonmarche selected in July of 2007. Negotiated Engineer of Record Agreement with a \$3,000 monthly retainer, price matrix for specific projects not covered under the retainer, the City may solicit competitive bids on projects that require bonding or borrowing of funds, included language on private development/conflict of interest. Council approved agreement August 7, 2007.

40. City Staff is playing a mediation role between citizens and the United States Postal Service. Citizens were initially requested to install mailboxes. Working with US Legislators, citizens and the USPS to minimize the impact to the community, while recognizing safety concerns needed to be addressed by the USPS.
41. Initiated discussions with the Manistee County Recreational Authority consisting of MRA Director, Road Commission Manager and City Manager to create a County Recreational Authority. With community pool discussion, the Recreational Authority could go in other directions. Strategic Plan - Intergovernmental Cooperation
42. Concurrent meeting with Manistee Area Public Schools in October to approve the Community Pool Project. City Manager and School Superintendent negotiating an interlocal services agreement for the operation and maintenance of the pool. City's involvement ensures the facility will be available for community use. Strategic Plan-Intergovernmental Cooperation
Community Pool Discussions
43. Compensation Commission recommended a 3% salary increase for the Mayor and Council effective January 1, 2009. Council approved.
24. Swedenborg riverbank erosion issue: letter sent to USACOE requesting they conduct a survey to determine what is causing erosion in Manistee Harbor. Letter sent in October 2007.²⁶ Staff prepared an RFP for Branding. Three RFP's were received in October 2007. All three bids exceeded estimated cost. Council and staff are reviewing RFP's to determine what the next step will be. Strategic Plan - Competitive Position

25. Three elections were held in 2007: School Election in May and the General Election in November. Conducted and participated in election training. WSCC millage renewal election in February cost \$2,995.19; reimbursed \$1,611.89. Increased election precinct inspectors pay due to increase of minimum wage. Clerk undertook research and determined that costs could be cut for the November election by having only one polling location for all seven districts. Councilmember positions was the only item on the ballot.
26. Keep Michigan Beautiful Conference held in Manistee in July.
27. Worked with the Chamber of Commerce on their strategic planning effort.
28. Supported Grand Rapids Symphony at the Ramsdell Theatre in September.
29. Participated / assisted in annual community festivals and events.
30. Participated in annual fire prevention festival held October 13.
31. Continued regular meetings with legislators: Representative David Palsrok and Senator Michelle McManus.
32. Entered into an agreement with the Northwest Michigan Cooperative Weed Management Association and counties of Benzie, Lake, Leelanau and Manistee for ongoing efforts to eradicate garlic mustard from the Riverwalk and other areas. Strategic Plan-Intergovernmental Cooperation
33. Approved lease agreement for private property on River Street for an Art Garden Park sponsored by and to be maintained by the Manistee Area Public Schools.
34. Fire Department hosted Northern Michigan Fire Chief's Conference in September.
35. Cooperated with Manistee Arts Institute on display opportunities on the second floor of City Hall. Picture rails were installed for this use.

36. Assisted Little River Casino Resort on security during inaugural concert in their new facility. Expenses were reimbursed.
37. Assisted Casman Academy on community recreation area at former Lincoln School. Sponsored a pass-through application to LRSB for funds. Strategic Plan-Intergovernmental Cooperation
38. Finance Director worked with State Legislators and professional organizations to amend Public Act 20 to enable the City to increase revenues from the Oil and Gas Fund. Legislation introduced in the fall, passed Senate and moved to the House.
39. Policies:
 - CP-3 Amended Policy & Procedure for Sale of City Owned Property
 - CP-10 Amended City Council Guidelines
 - CP-13 Amended Purchasing Policy
 - CP-16 Amended Travel & Expense Reimbursement Policy
 - CP-19 Amended Credit Card Policy
 - CP- 22 Deleted LDFA Sunset Date Policy
 - CP-24 Amended Board of Review Rules of Procedure
 - CP-30 Amended Banner Policy
 - CP-32 Deleted Oil & Gas Investment Policy
 - CP-33 Amended ACH & Electronic Transactions
 - CP-34 Amended Investment Policy
 - CP-35 Deleted MERS Purchase of Service Credit
40. **Ordinance Amendments:**
 - 07-01 Street Performers, introduced & adopted
 - 07-02 Vendors, introduced & adopted
 - 07-03 Non-Motorized Transportation Committee, introduced & adopted
 - 07-04 Historic District Commission, introduced & adopted
 - 07-05 thru 07-25 Zoning Ordinance amendments, introduced & adopted
 - 07-26 Amend Parking Ordinance
 - 07-27 Amend Zoning Ordinance, Rezone R-2 Residential to Waterfront
 - 07-28 Amend Ramsdell Theatre Governing Authority
 - 07-29 Amend Zoning Ordinance, Light Industrial Zoning District

07-30 Amend Beautification Committee

41. Resolutions / Proclamations:

- 07-01 Liquor License Transfer, Gregory Root
- 07-02 Support, Michigan Energy Fair
- 07-03 Adopt the Parks and Recreation Plan
- 07-04 Establish Man-Made Lake Fund
- 07-05 Support, MDNR Trust Fund Grant Application for Man-Made Lake
- 07-06 MDNR Agreement, Marina Gas Dock Kiosk
- 07-07 Administrative Professional Week and Day
- 07-08 Proclaim Youth Week
- 07-09 Support, MSHDA Community Development Block Grant
- 07-10 Support, Allowable Investments for the Oil & Gas Fund
- 07-11 Local Bridge Fund Grant
- 07-12 2007-2008 Budget Adoption List
- 07-13 Ramsdell Theatre MCACA Grant Application
- 07-14 Special License, Manistee County Sport Fishing Association
- 07-15 Thanks & Appreciation, Daniel Postma Eagle Scout
- 07-16 Authorize MDOT Grant Local Jobs Today Program
- 07-17 Authorize MDOT Grant Old US-31 Truck route Rehabilitation
- 07-18 Liquor License Transfer, Bana / Bauman to Boathouse Grill
- 07-19 MDNR Agreement Addendum for Marina Gas Dock Kiosk
- 07-20 Big Read Proclamation
- 07-21 MDNR 2007 Recreation Grant Application Supplement
- 07-22 Revoke IFT for Oak Grove International
- 07-23 Vacate Approximately 113 ft. of the State Street Cul-de-sac
- 07-24 Support for Extending Designation of Renaissance Zone
- 07-25 Support Federal Department of Peace and Nonviolence
- 07-60 Parkinson's Awareness Month

COMMUNITY DEVELOPMENT

44. Sale of Lot 6, Renaissance Park to Northpoint Precision, created fifteen jobs, \$140,000 toward building construction. Successfully closed out the Manistee Renaissance Park Phase I Project (loan/grant) through a Michigan Community Development Block Grant.

Savings of \$850,000 that will not have to be paid back to the State. Strategic Plan-Economic Development

NorthPoint Precision

45. City owns 40 acres at the corner of US-31 and Red Apple Road in Filer Charter Township, formerly used as a landfill. Eliminated reverter clause. Significant negotiations and public discussion on the proposed sale of 19.48 acres to Wal-Mart Real Estate Business Trust for \$100,000 per acre, a total proposed amount of \$1,948,000. Council took action in June to authorize the sale. Wal-Mart withdrew their option in August. Other interest has been shown for the site but no offers at this time.
46. Dredge Issue: Great Lakes Stakeholder meeting in Cincinnati with USACOE. Congressman Hoekstra meeting in Muskegon announced \$400,000 tentatively reallocated. Dredging completed in May. Strategic Plan-Economic Development
47. Continued to work with and investigate various options/opportunities for Renaissance Zone properties and General Chemical property. Buildings on General Chemical property are being demolished.
48. EDO: Hired new director after an extensive search and interview process. Hired Renee Ihlenfeldt to the director position in April. Developed new economic development strategy and new name: Alliance for Economic Success.

49. Man-Made Lake: Reached settlement agreement with Sand Products Corporation, two year option to purchase property, eliminated appeal by SPC for Phase III PUD in Circuit Court. Committee to save Man-Made Lake raised \$140,000 as of February. Applied for Michigan Natural Resources Trust Fund grant. City's match will consist of SPC contribution, donations by the community, and the City. Presentation given to Trust Fund Board in June. Application returned with an opportunity to improve scoring. City increased their match contribution to \$100,000. Grand Traverse Land Conservancy will match City's contribution of \$100,000. \$2.15 grant received. Strategic Plan-Recreation

Man-Made Lake

50. Cool City Program - City committed \$24,500 to MSHDA to begin the process. Payback for the grant will be received through assistance from the State for infrastructure in the peninsula plan area. State selected Carter Burgess as consultants. Interviews conducted, neighborhood meeting held in November.

51. Authorized sale of Lot 12, Renaissance Park to Jeri & Dan McKeon, Bad Dog Security Systems for \$30,000, second year mortgage, \$5,000 credit for jobs (maximum of six) produced on or before September 1, 2007. Never finalized. Strategic Plan-Economic Development

52. Beautification Committee presented awards to commercial and residential winners in July, August and September.

53. Continue to work with Parks Department and Downtown Development Authority on increased / improved public property maintenance. DDA committed \$18,000 annually. Dedicated seasonal employee made for significant improvement. Conducted regular walk-through inspections with the DDA Committee. Strategic Plan-Economic Development

54. Beautification Committee undertook second year of sculpture program / display at the Municipal Marina.
55. City donated vacant parcel on the southeast corner of Washington and Harrison Streets to Habitat for Humanity to construct a residential home.
56. Submitted Ramsdell Theatre 2008 MCACA Capital Improvement Program grant application to renovate the northside of the basement and construct a loading dock and ramp at the northeast corner of the building. Local match through the Restoration Committee.
57. Independent contract agreement with T. Eftaxiadis for environmental and brownfield redevelopment services.
58. Supported DDA application for MSHDA Community Development Block Grant for a downtown development project in the amount of \$22,500. Contract awarded to Beckett & Raeder for Market Study and Economic Development Analysis and Implementation Plan in the amount of \$45,000. City executed the grant agreement with MSHDA.
59. Applied for and received Bronze Promoting Active Community Award. Strategic Plan-Competitive Position
60. Authorized split of a 10,000 square foot parcel from City property on Monroe Street, north of Grove Street homes. Housing Commission and CHOICES of Manistee County received a MSHDA grant to provide housing for families victimized by domestic violence. They requested City donate this parcel for the construction of a new single family home or duplex.
61. Parcel Splits: Keson/Fischer at 1030 Maple Street, General Chemical on Main Street, LaPorte/Dunbar in Jefferson Addition.
62. The City continues to be very successful in drafting and receiving grants.
Grant Applications:
 - * Brownfield Redevelopment Authority received two USEPA grants in the amount of \$195,000 each for general assessment and petroleum assessments.
 - * AES office filed grant applications for beach master plans from Coastal Zone Management. We have received verbal notice we will receive \$10,000 for master plans.
 - * AES Office received a grant for barrier free fishing pier to be located at Arthur Street Boat Launch in the amount of approximately \$140,000.

- * Applied to Waterways Commission for extending three more docks at First Street Boat Launch.
- * Received MNRTF grant of \$2.15 million grant for Acquisition of Man-Made Lake.
- * Brownfield Redevelopment Authority applied to USEPA for a \$1 million revolving loan fund grant.
- * Received two MDOT grants for \$350,000 and \$232,000 for Old US-31 Truck Route.

Local Revenue Sharing Board: 2007: Fire Department Equipment \$11,230, Police Polaris ATV for beach patrols \$14,500. Over the past six years the City has received \$426,140 from the LRSB.

20. Business Registrations:

- *Second Chance, 409 Water Street #1
- *William Brooks, PLLC, 359 River Street, Suite 206
- *Clair E. Otto, 433 River Street
- *House of Flavors, 284 River Street
- *Pizelle Gourmet Pantry & Spices, 417 River Street
- *Manistee Car Care, 145 Harrison Street
- *Goodwill Industries, 282 Twelfth Street
- *Suvi Inc., 419 River Street
- *Port City Grille, 318 River Street
- *Mac's Design, Print & Copy, 333 River Street
- *Captain's Café, 267 Arthur Street
- *Boathouse Grill, 440 River Street
- *Muschigan Construction Co., 294 River Street, Suite 2
- *Homier Distributing Co., 900 Vine Street
- *Lake Effect Auto Detailers, 1772 Vine Street
- *Stitch Witch Embroidery, 1465 Princeton Road
- *Team Kelley Realty, 302 River Street
- *JSA Inc. / Anne's, 380 River Street
- *Manistee Cleaning Solutions, 306 First Street

21. Banner Applications:

- *Celebrating Women Festival
- *Manistee National Forest Festival
- *36th Annual Art Show
- *Tour of Homes
- *Relay for Life
- *Port City Street Fair
- *United Way Campaign
- *Toys for Tots / Gifts for Teens
- *Sleighbell Festival

General Chemical Demolition

OPERATIONS

1. Street Assessment Program - EOR Wade Trim assessed all 62 miles of streets. Continuing Paser training and program implementation. Asset Management training attended by Finance Director, DPW Director and City Manager. Scheduling in house training for Council, staff and other area agencies. Ultimately develop a plan for efficient street maintenance. Asset Management Team has been assembled to begin preparing the plan. Strategic Plan-Infrastructure
2. Installed new server in January.
3. New aggressive approach on delinquent personal property taxes by taking to Small Claims Court.
4. The Board of Review met in March and July hearing valuation, poverty exemption, principal residency and mutual mistake of fact appeals. The Board heard 93 appeals.
5. Awarded bid in the amount of \$23,817 to RadioNorth to purchase three wireless in car camera systems for new patrol cars. The three old cruisers were sold for a total of \$13,570 that was put back into the Motor Pool Fund.
6. Implemented quarterly budget update to Council January 16, 2007. Second quarterly report given in November 2007.
7. Coordinated a Beach Safety review with Police Chief, Fire Chief and Parks Crew Leader to review beach safety.
8. Fire Department Right-to-Know program: The Department conducted surveys to collect chemical information from more than 70 local businesses as part of the OSHA mandated Right-to-Know program.
9. Bids received to clean Well 9 in the amount of \$19,770 to improve water quality. Well 9 is complete. Bids received for cleaning Well 8 and awarded to Raymer in the amount of \$15,000. Well 8 will be completed by January 21, 2008. Strategic Plan-Infrastructure
10. Partnership with Manistee Housing Commission for inspections. HUD requires annual inspections of Housing Commission's 220 rental units. Agreement for a three year trial basis, \$3,500 annually. Strategic Plan-Intergovernmental Cooperation
11. Advertised for bids to purchase a new beach cleaner. Accepted bid in the amount of \$73,290 from Cherrington Enterprises of Fairfax, Minnesota for a self-propelled beach cleaner. Significant improvement to quality and cleanliness of beaches. Debris collected (8 yards in two cleanings) displayed at Council meeting in June. The 1970's surf rake was sold to another municipality. Strategic Plan-Beach/Parks

12. Sands Park tennis courts were resurfaced under a mutual agreement with MAPS. Bids solicited, \$20,000 for all four courts, City and MAPS each paid \$10,000. Strategic Plan-Recreation/Intergovernmental Cooperation

Sands Park Tennis Courts

13. Waived right to first repurchase of 236 Grove Street in conjunction with a past MSHDA grant project. Home was listed on the open market.

14. Authorized two farmers market boulevard banners near the entrances of the Memorial Drive Parking Lot.

15. Approved depositories for city funds as required by Charter.

16. Took action to request first annual grant from Charter Communications as specified in the franchise agreement for the use of purchasing capital equipment.

17. Created new snow plowing policy/procedure document. Solicited input from citizenry, put into effect fall of 2007.

18. Negotiated new collective bargaining contracts for the POAM and COAM for the period covering July 1, 2007 through June 30, 2010. Major issues were health care reform and employee cost sharing on future increases; use of part time employees; and wages. Ratified by both unions and approved by City Council.

19. Addressed downtown traffic issues with excessive speeds, two hour parking. Subcommittee formed to generate data. Met with merchants to discuss issues.
20. Finance Director presented annual investment report pursuant to revised policy.
21. Approved lease agreement with Boathouse Grill for their deck and outside seating.
22. Municipal Marina instituted the practice of using the State of Michigan Marina Reservation system. Slightly increased cost to customer but provides a higher level of service in exchange.
23. Met with National City to work on account consolidation for the most efficient banking services.
24. POAM and COAM conducted various fund raising events (spaghetti dinner, walk) to raise funds for playground equipment at Fifth Avenue Beach. More than \$1,200 was collected.
25. Conducted annual spring trash haul. Approximately 889 yards of refuse and 0 yards of white metal goods were collected.
26. Completed annual stump removal program, 95 stumps removed at a total cost of \$3,135. City assisted with cleanup and black dirt.
27. Completed sixth year of beach sampling program. City responsible for Man-Made Lake samples. No beaches were closed in 2007 due to high e-coli levels.
28. United Way Campaign in the City of Manistee contributed more than \$7,800 toward the 2007 Manistee County Campaign. Sergeant Schmeling ran the campaign for the City.
29. LaserFiche Implementation Plan developed, departmental survey initiated, Finance Director received additional training, many documents have already been scanned and ready to be transferred to LaserFiche. Strategic Plan-Competitive Position
30. Treasurer's Office updated Chart of Accounts to match State recommendations. Resulted in many general ledger fund, department, and account number changes. This will be noticed in various department reports issued.
31. Radio reads program initiated in 2007. Approximately 1,000 units were purchased from and installed by SLC Corporation in May 2007. Second batch (1,000 units) was installed in August 2007. Will take approximately two more years to complete the entire town. Once completed, will greatly increase efficiency of the Water Department. Strategic Plan-Infrastructure
32. First Street Beach Fish Cleaning Station. Allowed individual to offer cleaning services for a small fee to fishermen. Individual does not approach fishermen or permanently occupy a table. When the facility is not busy, he cleans the area including scrubbing down the tables, hosing down the floor, cleaning out the sink trap, and hosing down the area

- around the dumpster. Significantly increased cleanliness and odor around Fish Cleaning Station.
33. Parks Commission conducted annual bus tour in September.
 34. Elks Sewer Backup Issue. Check valve removed during streetscape project. Elks did not relocate the valve to their private property. Continue to work with them to resolve this issue.
 35. City Manager working with Parks Department to develop a Parks Manager position and Parks Asset Management Plan. Implementation in 2008. Strategic Plan-Parks
 36. Replaced deteriorated Riverwalk piling caps.
 37. Chemical injection system installed in City well field. Water quality / clarity is desired outcome. Strategic Plan-Infrastructure
 38. Undertook fall water system flushing program. Program takes approximately 4-6 weeks to complete and is done annually to improve the quality of the water in the system.
 39. Knox boxes purchased through a Local Revenue Sharing Board grant application have been installed at various commercial properties.
 40. Equipment Purchases: 2 - ½ ton pickups at \$19,000 each; 2 - ¾ ton pickups at \$21,840 each; 1 - Ford Escape at \$20,569; through the State MI-DEAL program and Motor Pool Budget. Purchased hot patch trailer from Bell Equipment Company for \$39,400.
 41. City Manager Mitch Deisch maintained ICMA Credentialed Manager status. Credentialing status requires more than 40 hours of annual training in specific areas. A report on this training is required to be filed with ICMA. Credentialed Manager status was a goal previously set by both the City Manager and the City Council.
 42. City Manager 360 assessment completed. Strategic Plan-Competitive Position
 43. Sergeant Steve Schmeling graduated from the ten week FBI National Academy in Quantico, Virginia. Steve joined 299 other officers from across the nation and other countries. He was one of nine officers from the State of Michigan attending this session. Strategic Plan-Competitive Position
 44. Hired part-time employee for Ramsdell maintenance/custodial/operations. Installed new benches. Reservation system and building review implemented. Building Inspector in charge of building maintenance issues. Finance Department absorbed work related to deposits, keys, reservations, etc.
 45. Implemented seasonal officer program in the Police Department utilizing tribal officers through a 15K grant from the Tribe. Orientation and uniforms were provided. They covered beaches, skate park, and did parking enforcement for 800 hours of foot and vehicle patrol. Strategic Plan-Competitive Position

46. Student Intern Leigh Davis, interested in government/planning worked in Community Development Office. Strategic Plan-Economic Development/Youth Involvement
47. Student Intern Ben Blakeslee, a senior at MCC, undertook FireFighter I and II training through the City Fire Department as part of his school curriculum. Strategic Plan-Economic Development/Youth Involvement

48. Police Department job shadowing: Kevin Jewel, 1 hour a day for 1 semester. Strategic Plan-Economic Development/Youth Involvement

River Street Fountain in Winter

DIRECTORY OF OFFICIALS - 2008

Mayor Cynthia Fuller
Mayor Pro-Tem Robert Hornkohl
Councilmember Colleen Kenny
Councilmember Ilona Haydon
Councilmember Hank Yonkman
Councilmember Richard Mack
Councilmember Alan W. Marshall

* * *

City Manager Mitchell D. Deisch

DIRECTORY OF OFFICIALS - 2007

Mayor Cynthia Fuller
Mayor Pro-Tem Robert Goodspeed
Councilmember Colleen Kenny
Councilmember Robert Hornkohl
Councilmember Hank Yonkman
Councilmember Richard Mack
Councilmember Alan W. Marshall

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City Manager Mitchell D. Deisch