

MANISTEE CITY COUNCIL

MEETING AGENDA

TUESDAY, MAY 17, 2016 – 7:00 P.M. – COUNCIL CHAMBERS

I. Call to Order.

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

II. Public Hearings.

III. Citizen Comments on Agenda Related Items.

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

- V. Approval of Minutes.
- VI. a.) Payroll.
b.) Invoices.
- IX. b.) Notification Regarding Next Work Session.
c.) Consideration of VFW Buddy Poppy Campaign.

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 3, 2016 regular meeting, the May 10, 2016 special meeting and the May 10, 2016 work session as attached.

VI. Financial Report.

- *a.) PAYROLL.

*b.) INVOICES.

VII. Unfinished Business.

VIII. New Business.

a.) PRESENTATION BY MANISTEE AREA PUBLIC SCHOOLS ON TRACK PROJECT.

Manistee Area Public Schools Superintendent Ron Stoneman and Nick Jaskiw have requested time this evening to make a presentation to City Council regarding their new track project.

b.) CONSIDERATION OF A LICENSE AGREEMENT, CONSTRUCTION OF MANISTEE AREA PUBLIC SCHOOL TRACK.

The Manistee Area Public Schools has proposed a new track to be constructed on school property south of the High School. Re-grading of approximately 40 feet of City property east of Water Well #7 would eliminate the need for a retaining wall to be constructed. Eliminating the wall would save the project approximately \$30,000. The Department of Public Works has reviewed the site and proposed plans and recommends granting the license agreement. The City Attorney prepared and approves the license agreement.

At this time Council could take action to approve a license agreement allowing Manistee Area Public Schools to grade a portion of City property for the construction of the Manistee High School Track; and further authorize the Mayor and City Clerk to execute the document.

c.) CONSIDERATION OF DRAFT MASTER PLAN FOR REVIEW AND COMMENT.

The City of Manistee Planning Commission has been working on a new Master Plan since 2013. The plan has been drafted using information that was received at a visioning session, online survey and charrette. The County Planning Department was hired in 2015 to prepare all the maps and finish the document. On May 5, 2016 the Planning Commission performed their final review and is now submitting the draft to City Council for review and comment as required under the Planning and Enabling Act.

At this time Council could take action to approve the proposed plan for distribution to the public for review and comment; and further assert Council's right to have final review and adoption of the plan.

d.) CONSIDERATION OF A CONTRACT FOR RIVERWALK REPAIRS.

Last fall it was discovered that a section of the Riverwalk adjacent to the Riverside Marina and Motel has been compromised by erosion. A study was conducted by the City Engineer to look at options for the repair. The selected design includes removing the City's concrete sidewalk, backfilling, and armoring the bank with stone. The sidewalk will be replaced along with reinstalling the private wooden boardwalk.

The City Attorney has reviewed and approved the contract. The project was publicly bid with two bids received as follows:

Schultz Excavating and Asphalt of Ludington LLC	\$74,600.00*
Swidorski Brothers Excavating LLC	\$77,675.00

*Recommended Bid

At this time Council could take action to award a contract to Schultz Excavating and Asphalt of Ludington LLC in the amount of \$74,600.00; and further authorize the Mayor and City Clerk to execute the contract and notice of award.

e.) CONSIDERATION OF AN EVENT SIGNAGE REQUEST FOR SALMON-A-RAMA.

A request has been received from the organizers of Salmon-A-Rama (lake wide fishing contest on Lake Michigan) to allow the placement of three signs near the boat launch at First Street Beach from June 10 through July 17, 2016. Under Section 2101.A.8 of the Sign Ordinance City Council may approve exceptions to the ordinance for community events.

At this time Council could take action to grant an exception to the Sign Ordinance for the placement of three signs advertising Salmon-A-Rama at the First Street Beach Boat Launch from June 10 through July 17, 2016.

f.) CONSIDERATION OF ENTERING INTO A LEASE FOR THE RAMSDELL THEATRE WITH THE NON-PROFIT CORPORATION RAMSDELL REGIONAL CENTER FOR THE ARTS.

At the March 9, 2016 City Council work session, a group of concerned citizens from the Ramsdell Theatre Citizen Committee presented to Council their proposal for the creation of a new board of directors and operational model for the Ramsdell Theatre. Council consensus was that this was a direction they would like to move in. Subsequently, the City Fiscal Year 2016-2017 Budget was prepared and adopted assuming that the Ramsdell would be leased to a non-profit

corporation effective July 1, 2016. The City has negotiated a lease agreement with the Ramsdell Regional Center for the Arts to accomplish this. It has been reviewed and approved by the City Attorney.

At this time Council could take action to enter into a lease agreement for the Ramsdell Theatre with the non-profit corporation Ramsdell Regional Center for the Arts.

IX. Notices, Communications, Announcements.

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

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

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.

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.

No action is required on this item.

*b.) NOTIFICATION REGARDING NEXT WORK SESSION.

A Council work session has been scheduled for Tuesday, June 7, 2016 at 7 p.m. A discussion will be conducted on the organizational structure of the Manistee Main Street Downtown Development Authority; and such business as may come before the Council. No action is required on this item.

*c.) CONSIDERATION OF VFW BUDDY POPPY CAMPAIGN.

The VFW Walsh Post 4499 has requested authorization to conduct their annual Buddy Poppy Sales in the City of Manistee from July 1 through July 4. Money collected from the event goes to veteran's relief fund and back to needy veterans in our community.

At this time Council could take action to authorize the VFW Buddy Poppy Sales in the City of Manistee from July 1 through July 4, 2016; subject to the appropriate department approvals.

- d.) PRESENTATION BY DPW DIRECTOR JEFF MIKULA ON ROAD IMPROVEMENTS TO BE FUNDED BY REITH-RILEY DEVELOPER AGREEMENT.

X. Concerns and Comments.

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

XI. Adjourn.

TNT:cl

COUNCIL AGENDA ATTACHMENTS:

- 1. Council Meeting Minutes – May 3, 2016
- 2. Council Special Meeting Minutes – May 10, 2016
- 3. Council Work Session Minutes – May 10, 2016
- 4. 2016-04-12 Invoices
- 5. 2016-04-26 Invoices
- 6. MAPS License Agreement for Track
- 7. Draft Master Plan
- 8. Contract for Riverwalk Repairs
- 9. Event Signage Request
- 10. Ramsdell Regional Center for the Arts Agreement
- 11. Buddy Poppy Campaign Request

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 3, 2016

A regular meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, May 3, 2016 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Lynda Beaton, Roger Zielinski, James Smith, Mark Wittlieff, Eric Gustad.

ABSENT: Robert Goodspeed.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Michelle Wright, DPW Director – Jeff Mikula, Finance Director – Ed Bradford, Public Safety Director – Dave Bachman, City Engineer – Shawn Middleton / Spicer Group.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSENT AGENDA.

- Minutes
 - April 19, 2016 - Regular Meeting
 - April 19, 2016 - Work Session
- Financial Reports
 - Cash Balances - March 2016
 - Quarterly Financial Update
 - Quarterly Investment Update
- Consideration of Non-Motorized Transportation Committee Bylaw Amendments.
On April 14, 2016 the City of Manistee Non-Motorized Transportation Committee amended their bylaws. Amendments include Section 7.1 Meetings to eliminate the need for monthly meetings and Section 11.0 Changes or Amendments to eliminate the need to wait until the following meeting to vote on amendments.
- Notification Regarding Next Work Session – May 10, 2016
A discussion will be conducted on a Brownfield Redevelopment Overview; and such business as may come before the Council.
- Consideration of Tight Lines for Troops Electric Trailer Sign
The Tight Lines for Troops committee would like to post an electric trailer sign on May 20 and May 21 from 2 p.m. on Friday through 7 a.m. on Saturday on the corner of River Street East pointing down River Street West to the Municipal Marina.
- Consideration of Love INC's Annual Spring Ring Collection Exchange
Love INC's annual Spring Ring Collection Exchange would be held from May 4 through May 14, 2016 between the hours of 9 a.m. and 6 p.m. They plan on having people in place at the following locations: Oleson's, Family Fare, the Vogue, and Love INC's Office; all establishments have given permission. This fundraiser helps support The Family Life Center and their Summer Family Camp.
- Consideration of Lion's White Cane Sale
The Manistee Lion's Club of Manistee is requesting permission to hold their annual White Cane Sale

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fundraiser on Friday, May 6, 2016 in the City of Manistee.

MOTION by Zielinski, second by Wittlieff to approve the Consent Agenda as presented.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, and Gustad

NAYS: None

CONSIDERATION OF PROPOSED MSDDA BUDGET FOR FISCAL YEAR 2016-2017.

The Manistee Main Street Downtown Development Authority Board of Directors approved their 2016-2017 fiscal year budget at their March 9, 2016 meeting for presentation to City Council. The board is 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 Wittlieff, second by Gustad to approve the MSDDA's 2016-2017 Fiscal Year Budget. Discussion followed regarding concerns on the salaries, City reimbursement, and collaboration with other agencies.

With a roll call vote this motion failed, 3-3.

AYES: Kenny, Wittlieff, Gustad

NAYS: Beaton, Zielinski, Smith

CONSIDERATION OF ADOPTING THE 2016-2017 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 Gustad, second by Wittlieff to adopt a resolution approving the 2016-2017 Budget and Capital Improvement Plan for the City of Manistee. Discussion followed regarding concerns on the retirement contributions, motor pool, references of being unsustainable, not having a third work session, and no changes were made to the budget.

With a roll call vote this motion failed, 3-3.

AYES: Kenny, Wittlieff, Gustad

NAYS: Beaton, Zielinski, Smith

Mayor Kenny stated that if Council fails to adopt the budget before May 15th, it will go back to the Manager's proposed budget.

CONSIDERATION OF CITY COUNCIL ADOPTION OF 2016 THROUGH 2018-2019 CITY OF MANISTEE STRATEGIC PLAN.

City Council, Staff, and the Alliance for Economic Success have completed updates for the City of Manistee Strategic Plan. Items that reflected accomplishments were removed and new goals were added to the updated plan; along with strategies to address those new goals. Council is being requested to review and adopt the 2016

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through 2018-2019 Strategic Plan for the City of Manistee.

MOTION by Smith, second by Gustad to adopt the 2016 through 2018-2019 Strategic Plan for the City of Manistee.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, Gustad
NAYS: None

CONSIDERATION OF MANISTEE TOWNSHIP WATER SERVICE AGREEMENT.

City and Township staff, with assistance of their respective attorneys, have reached consensus on a revised water service agreement. This revised agreement differs slightly from the one approved by City Council in September 2015. However, the changes do not materially affect the intent of the previous agreement.

MOTION by Beaton, second by Wittlieff to approve a revised Water Service Agreement with Manistee Township.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, Gustad
NAYS: None

CONSIDERATION OF A LEASE AGREEMENT, GERSTNER DEVELOPMENT.

In 2000, the City entered into a 15 year lease with Eric Gerstner for the parking lot at the corner of Division and River Streets. The lease expired in April of 2015. The City has negotiated a new lease for the property. The term is one year and the lease automatically renews unless terminated by either party. The annual rent is the taxes on the property that the City will pay. The City Attorney has reviewed and approved the agreement.

MOTION by Wittlieff, second by Zielinski to enter into a lease agreement with Gerstner Development, LLC for a parking lot at the corner of Division and River Street and authorize the Mayor to execute the agreement.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, Gustad
NAYS: None

CONSIDERATION OF SUP RENTALS ON THE BEACH.

Urban Wave is a private business that would like to set up and rent paddle boards and bicycles from the beach between the south pier and the stub pier at First Street Beach. Additionally, they would like permission to stage a small trailer on site for storage of first aid equipment and wireless gear. A business description is included in the attached request. The business will operate from May 28, 2016 through October 31, 2016.

MOTION by Zielinski, second by Wittlieff to authorize Sarah Mason of Urban Wave to operate her business for one season on the beach between the south pier and the stub pier at no charge for this first trial season; and stage a small trailer in the area. Discussion followed.

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MOTION by Gustad, second by Wittlieff to AMEND the original motion to state the approval is pending the Parks Commission approval.

With a roll call vote this motion to AMEND the previous motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, Gustad
NAYS: None

Roll call vote was then taken on the original motion. Motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, Gustad
NAYS: None

CONSIDERATION OF A CONCESSION AGREEMENT FOR THE FIFTH AVENUE BEACHHOUSE.

Concession agreements are typically bid out in three-year cycles. The previous agreement for Fifth Avenue Beach was terminated after the first year in 2015. Bids were solicited for the 2016-2018 seasons. A committee was formed consisting of three members of the Parks Commission, the Parks Leadman, and the DPW Director. The committee reviewed submittals and recommends Paul Ronning as the concessionaire for 2016, 2017, and 2018. Mr. Ronning's bid is to pay the City \$650 per month for 2016 and \$750 per month for seasons 2017 and 2018 for the concession rights to Fifth Avenue Beach.

MOTION by Wittlieff, second by Smith to approve the bid submitted by Mr. Paul Ronning for the concession rights to Fifth Avenue Beach for the 2016, 2017, and 2018 seasons; and authorize the DPW Director and City Clerk to execute the service agreement.

With a roll call vote this motion passed unanimously.

AYES: Kenny, Beaton, Zielinski, Smith, Wittlieff, Gustad
NAYS: None

A REPORT FROM THE ALLIANCE FOR ECONOMIC SUCCESS.

Ms. Tamara Buswinka reported on the activities of the Alliance for Economic Success and responded to questions the Council had regarding their activities.

CITIZEN COMMENT.

Comments received by:

- Carol Pasco, 610 Spruce Street / letter to the editor from Gary Patulski and The Real Manistee group regarding budget discussions.

OFFICIALS AND STAFF.

Taylor informed Council of a proposed addendum to the Filer Township sewer agreement that is being discussed.

Bachman commented on the Tight Lines For Troops event.

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Mikula commented on temporary lane closures on US-31 for the filming of the new movie in Manistee.

Middleton stated that their crews will begin scanning and televising manholes as part of the SAW Grant projects, expect it to last all summer.

COUNCILMEMBERS.

Smith congratulated Douglas Valley and Swanky on their new/moved businesses on River Street.

Wittlieff asked about painting on the surface of Twelfth Street; Mikula stated that coring and load bearing tests are being done all over the City including Twelfth Street.

Gustad thanked Public Safety and Public Works for their help on the filming being done in town; congratulated Douglas Valley on their new business; congratulated Ms. Mason on her 'pop-up' business.

Kenny thanked the Finance Director for the quarterly financial reports, very informative.

ADJOURN.

MOTION to adjourn was made by Wittlieff, second by Smith. Meeting adjourned at 8:22 p.m.

Michelle Wright MMC / CPFA, MiCPT
City Clerk/Chief Deputy Treasurer

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 10, 2016

A special meeting of the Manistee City Council was called to order by her honor, Mayor Colleen Kenny on Tuesday, May 10, 2016 at 7:00 p.m. in the City Hall Council Chambers, 70 Maple Street, followed by the Pledge of Allegiance.

PRESENT: Colleen Kenny, Lynda Beaton, Roger Zielinski, Robert Goodspeed, James Smith, Mark Wittlieff, and Eric Gustad.

ALSO PRESENT: City Manager – Thad Taylor, City Attorney – George Saylor, City Clerk – Michelle Wright, Finance Director – Ed Bradford, and City Engineer – Shawn Middleton / Spicer Group.

CITIZEN COMMENTS ON AGENDA RELATED ITEMS.

None received.

CONSIDERATION OF PROPOSED MSDDA BUDGET FOR FISCAL YEAR 2016-2017.

The Manistee Main Street Downtown Development Authority Board of Directors approved their 2016-2017 fiscal year budget at their March 9, 2016 meeting for presentation to City Council. The board is 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 Wittlieff, second by Goodspeed to approve the MSDDA's 2016-2017 Fiscal Year Budget.

After discussion, roll call vote was taken. Motion passed, 6-1.

AYES: Kenny, Beaton, Zielinski, Goodspeed, Wittlieff, and Gustad

NAYS: Smith

CONSIDERATION OF ADOPTING THE 2016-2017 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 Goodspeed, second by Wittlieff to adopt a resolution approving the 2016-2017 Budget and Capital Improvement Plan for the City of Manistee. Suggestions were made on possible adjustments to the budget.

With a roll call vote this motion passed, 4-3.

AYES: Kenny, Goodspeed, Wittlieff, and Gustad

NAYS: Beaton, Zielinski, and Smith

CITIZEN COMMENT.

Comments received by:

- Michelle Dalton – 383 11th Street / town is dying, City budget, Real Manistee information, Council

PROCEEDINGS OF THE MANISTEE CITY COUNCIL – May 10, 2016

positions/election, and keeping constituents in mind when making decisions.

- Carol Pasco – 610 Spruce Street / thanked Council for what they do, Real Manistee group is destructive to Manistee, have seen wonderful things being done in Manistee, people need to get involved.

OFFICIALS AND STAFF.

Wright has advertised for 21 positions available on various boards and commissions, information is available in newspaper, website and office.

COUNCILMEMBERS.

Smith thank citizens for coming forward and speaking.

Wittlieff informed Council he will not be in attendance at next week's meeting.

Gustad gave a reminder for Tight Lines for Troops next weekend.

Kenny thanked Council for the input on the budget, even if not everyone agrees.

ADJOURN.

MOTION to adjourn was made by Goodspeed, second by Zielinski. Meeting adjourned at 7:28 p.m.

Michelle Wright MMC / CPFA, MiCPT
City Clerk/Chief Deputy Treasurer

**MANISTEE CITY COUNCIL
WORK SESSION
MINUTES OF MAY 10, 2016**

The Manistee City Council met in a work session on Tuesday, May 10, 2016 immediately following the special meeting at approximately 7:31 p.m., Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan 49660.

MEMBERS PRESENT: Colleen Kenny, Lynda Beaton, Roger Zielinski, Robert Goodspeed, James Smith, Eric Gustad, Mark Wittlieff

MEMBERS ABSENT:

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

Public Comments. None

Brownfield Redevelopment Authority Overview. Finance Director Ed Bradford made a presentation on an overview of the City's Brownfield Redevelopment Authority and responded to questions regarding the BRA.

CONSENSUS: City Council thanked the Finance Director for providing this update.

Adjourned at approximately 7:53 p.m.

Thad N. Taylor, City Manager

TNT:cl

INVOICE APPROVAL LIST BY FUND REPORT

2016-04-12

Date: 04/12/2016

Time: 10:13 am

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City of Manistee

Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Invoice Date	Amount
Fund: 101 GENERAL FUND							
Dept: 000							
101-000-255.000	Funds Held In Es						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	125.05
							125.05
						Total Dept. 000:	125.05
Dept: 100 GENERAL							
101-100-801.000	Professional Ser						
	CENTRAL INTERCONNECT, I	26418	Connect to New AT&T Router	20160132	03/28/2016	03/09/2016	495.00
	CENTRAL INTERCONNECT, I	26419	Reprogrammed X305	20160132	03/28/2016	03/09/2016	89.95
							584.95
101-100-855.000	Utilities - Cell Ph						
	VERIZON WIRELESS	9762615549	Monthly Service	42301	03/23/2016	03/23/2016	953.01
							953.01
101-100-859.000	Utilities - Data\In						
	CHARTER COMMUNICATIONS	209 0088022 - Apr 16	Monthly Service - City Hall	42249	03/22/2016	03/22/2016	145.00
	CHARTER COMMUNICATIONS	209 0076258 - Apr 16	Monthly Service - City Hall	42249	03/22/2016	03/22/2016	46.22
							191.22
101-100-901.000	Postage						
	EASYPERMIT POSTAGE	000-9090-0723-7170 - Mar 16	Postage	20160137	03/08/2016	03/08/2016	3,252.45
							3,252.45
101-100-925.001	Electric - Street L						
	CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	195.84
							195.84
101-100-989.000	Computer Hardw						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	497.00
							497.00
101-100-999.000	Transfers Out						
	CITY OF MANISTEE COMMOI		Ramsdell Theatre Oper.Transfer	20160133	04/01/2016	04/01/2016	22,500.00
							22,500.00
						Total Dept. GENERAL:	28,174.47
Dept: 101 LEGISLATIVE							
101-101-860.000	Travel & Training						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	110.25
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	265.26
							375.51
						Total Dept. LEGISLATIVE:	375.51
Dept: 172 MANAGER							
101-172-860.000	Travel & Training						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	30.00
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	142.63
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	49.00
							221.63
101-172-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	20160133	04/01/2016	04/01/2016	772.50
							772.50
						Total Dept. MANAGER:	994.13
Dept: 215 CLERK							

INVOICE APPROVAL LIST BY FUND REPORT

2016-04-12

Date: 04/12/2016

Time: 10:13 am

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Invoice Date	Amount
101-215-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	399358-0	Storage Box/Pocket File	42265	04/27/2016	03/02/2016	86.91
	JACKPINE BUSINESS CENTE	400411-0	5Port Switch	42265	04/30/2016	03/31/2016	24.99
							111.90
101-215-740.000	Election Expense						
	MICHIGAN ELECTION RESOI	35480	Recall Petitions	42276	04/14/2016	03/15/2016	12.00
							12.00
101-215-860.000	Travel & Training						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	405.00
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	99.00
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	550.00
							1,054.00
101-215-870.000	Memberships & I						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	50.00
							50.00
101-215-985.000	Lease Purchase						
	PITNEY BOWES GLOBAL FIN	7222557-MR16	Mailing System Lease	20160150	04/12/2016	03/13/2016	745.56
							745.56
							Total Dept. CLERK: 1,973.46
Dept: 253 FINANCE / TREASURE							
101-253-728.000	SUPPLIES - Ope						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	3.99
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	52.99
							56.98
101-253-860.000	Travel & Training						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	85.60
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	23.43
							109.03
101-253-985.000	Lease Purchase						
	TEAM FINANCIAL GROUP INC	132659	Kyocera 3051ci - Finance	20160155	04/19/2016	03/30/2016	143.88
							143.88
							Total Dept. FINANCE / TREASURER: 309.89
Dept: 257 ASSESSOR							
101-257-801.000	Professional Ser						
	GREAT LAKES ASSESSING II		Professional Assessing Service	20160139	04/01/2016	04/01/2016	5,833.33
							5,833.33
101-257-831.000	Contractual Repa						
	APEX SOFTWARE	291914	Annual Maintenance Renewal	42241	04/07/2016	02/26/2016	470.00
							470.00
							Total Dept. ASSESSOR: 6,303.33
Dept: 265 MUNICIPAL BUILDING:							
101-265-728.000	SUPPLIES - Ope						
	ACE HARDWARE & HOME CI	148670	Mop/refill	42239	05/01/2016	03/14/2016	17.98
	FASTENAL COMPANY	MIMAN117517	Paper Towels and Cups	20160138	05/01/2016	03/01/2016	79.07
	FASTENAL COMPANY	MIMAN117654	Tissue/Hand Paper/Cleaner	20160138	05/01/2016	03/08/2016	176.55
	FASTENAL COMPANY	MIMAN117854	Can Liners	20160138	05/01/2016	03/17/2016	28.22
	PURE WATER WORKS INC	277571	Purified Water	42289	05/04/2016	03/16/2016	62.00
							363.82
101-265-831.000	Contractual Repa						

INVOICE APPROVAL LIST BY FUND REPORT

2016-04-12

Date: 04/12/2016

Time: 10:13 am

City of Manistee

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Invoice Date	Amount
	PERSONAL PLUMBING INC	160212-17	Fix Toilet	42285	04/01/2016	03/09/2016	56.22
							56.22
101-265-850.000	Phone AT&T	9075521306	Monthly Service	42243	04/18/2016	03/19/2016	665.05
							665.05
101-265-920.000	Gas DTE ENERGY		Gas Usage - 70 Maple Street	42255	05/08/2016	04/08/2016	477.92
							477.92
101-265-920.336	Gas - Fire Dept DTE ENERGY		Gas Usage - 281 1st Street	42255	05/08/2016	04/08/2016	279.68
							279.68
101-265-920.446	Gas - Bridge DTE ENERGY		Gas Usage - 51 Maple St	42255	04/10/2016	03/11/2016	100.00
							100.00
101-265-922.000	Water CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	147.33
							147.33
101-265-922.336	Water - Fire CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	116.61
							116.61
101-265-922.441	Water - DPW CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	61.35
							61.35
101-265-922.446	Water - Bridge CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	81.33
							81.33
101-265-925.000	Electric CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	1,351.61
							1,351.61
101-265-925.336	Electric - Fire CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	158.52
							158.52
101-265-925.441	Electric - DPW CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	1,037.95
							1,037.95
101-265-925.446	Electric - Bridge CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	295.79
							295.79
101-265-930.000	Repairs & Mainte						
	ACE HARDWARE & HOME CI	148460	Glide Slide	42239	05/01/2016	03/08/2016	14.48
	ACE HARDWARE & HOME CI	148713	Sealnt	42239	05/01/2016	03/15/2016	9.49
	AMOR SIGN STUDIOS INC	012466	Updated Copy to Directories	20160128	04/07/2016	03/15/2016	549.87
	SERVPRO OF MANISTEE, LU	4630346	Water Damage Restoration	20160153	04/04/2016	02/05/2016	1,767.77
	WAHR HARDWARE, INC.	C78147	Seed	20160159	05/01/2016	03/07/2016	15.49
							2,357.10
Total Dept. MUNICIPAL BUILDINGS:							7,550.28
Dept: 266 ATTORNEY							
101-266-802.000	Attorney MIKA MEYERS BECKETT & Jc	599623	Professional Services &	20160147	03/23/2016	03/23/2016	4,050.00

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							4,050.00
101-266-803.000	Attorney - Litigati						
	MIKA MEYERS BECKETT & Jc	599623	Professional Services &	20160147	03/23/2016	03/23/2016	283.80
	MIKA MEYERS BECKETT & Jc	599624	Professional Services -	20160147	03/23/2016	03/23/2016	3,280.00
							3,563.80
101-266-805.000	Attorney - Tax Ap						
	MIKA MEYERS BECKETT & Jc	599626	Professional Services -	20160147	03/23/2016	03/23/2016	825.74
	MIKA MEYERS BECKETT & Jc	599625	Professional Services -	20160147	03/23/2016	03/23/2016	41.00
							866.74
Total Dept. ATTORNEY:							8,480.54
Dept: 290 BOARDS & COMMISSI							
101-290-881.000	Board of Review						
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	226.36
							226.36
101-290-887.000	Planning Commi						
	JACKPINE BUSINESS CENTE	400158-0	Insert-Planning Commission	42265	05/01/2016	03/28/2016	16.00
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	63.49
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	310.00
							389.49
101-290-889.000	Zoning Board of ,						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	150.00
							150.00
tal Dept. BOARDS & COMMISSIONS:							765.85
Dept: 301 POLICE							
101-301-728.000	SUPPLIES - Ope						
	CHIEF \ LAW ENFORCEMEN	476857	Battery Stick	42250	04/30/2016	03/02/2016	73.67
	JACKPINE BUSINESS CENTE	399503-0	Tape/LBL	42265	04/30/2016	03/07/2016	37.99
	JACKPINE BUSINESS CENTE	399564-0	Usb power speakers	42265	04/30/2016	03/08/2016	25.00
	JACKPINE BUSINESS CENTE	399622-0	Paper/Stamp	42265	04/30/2016	03/10/2016	13.46
	JACKPINE BUSINESS CENTE	399611-0	6FT M/F EXT	42265	04/30/2016	03/11/2016	6.99
	JACKPINE BUSINESS CENTE	399859-0	Flash Drive/Paper/Air Dust	42265	04/30/2016	03/16/2016	125.74
	JACKPINE BUSINESS CENTE	399951-0	Color Copies	42265	04/30/2016	03/18/2016	24.50
	JACKPINE BUSINESS CENTE	399950-0	PosterBoard/Sharpies	42265	04/30/2016	03/18/2016	9.13
	JACKPINE BUSINESS CENTE	38382	Parking Tickets	42265	04/30/2016	03/21/2016	204.70
	NYE UNIFORM COMPANY	539607	Commendation Bars	42282	04/30/2016	03/02/2016	121.70
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	292.50
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	195.01
	STATE OF MICHIGAN - MSP	551-463368	Token Fee	42295	03/31/2016	03/21/2016	66.00
	WAHR HARDWARE, INC.	C78448	Plastic Bottles	20160159	04/30/2016	03/10/2016	8.99
							1,205.38
101-301-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 04/06/16	Fuel Usage	20160130	04/20/2016	04/06/2016	1,142.63
							1,142.63
101-301-801.000	Professional Ser						
	WEST SHORE MEDICAL CEFAH52712 / M000030352		Physical/Labs Vasquez	42302	04/30/2016	02/17/2016	216.00
	WSMC PHYSICIAN SERVICE:	Claim 203314	Dotex DOT/CDL Exam - Vasquez	42304	03/07/2016	03/07/2016	213.00
							429.00
101-301-831.000	Contractual Repa						
	TELE-RAD INC.	871209	Maintenance-Police	20160156	04/15/2016	03/16/2016	447.00
							447.00
101-301-860.000	Travel & Training						

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101-336-970.000	Capital Outlay - I PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	1,110.99
							1,110.99
101-336-985.000	Lease Purchase TEAM FINANCIAL GROUP INC	132510	Kyocera 3501i, 3550IDN -	20160155	04/14/2016	03/25/2016	39.32
							39.32
Total Dept. FIRE:							14,452.71
Dept: 441 PUBLIC WORKS							
101-441-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0574771	Uniform Cleaning - DPW	20160148	03/11/2016	02/10/2016	29.26
	MODEL COVERALL SERVICE	0576286	Uniform Cleaning - DPW	20160148	04/15/2016	02/17/2016	29.26
	MODEL COVERALL SERVICE	0577728	Uniform Cleaning - DPW	20160148	04/15/2016	02/24/2016	29.26
	MODEL COVERALL SERVICE	0579242	Uniform Cleaning - DPW	20160148	04/15/2016	03/02/2016	29.26
	MODEL COVERALL SERVICE	0580689	Uniform Cleaning - DPW	20160148	04/30/2016	03/09/2016	29.26
	MODEL COVERALL SERVICE	0582211	Uniform Cleaning - DPW	20160148	04/30/2016	03/16/2016	29.26
	MODEL COVERALL SERVICE	0583652	Uniform Cleaning - DPW	20160148	04/30/2016	03/23/2016	29.26
	SNYDER SHOE CORP	19713	Safety Boots - Taylor	42291	03/02/2016	01/02/2016	0.00
	SNYDER SHOE CORP	19834	Safety Boots - Oleniczak	42291	02/22/2016	01/23/2016	160.00
	SNYDER SHOE CORP	19301	Boot Allow - Ernie Helminski	42291	03/02/2016	10/31/2015	140.00
							504.82
101-441-728.000	SUPPLIES - Ope						
	ABSOLUTE SAFETY, INC.	DPW/WWTP216	Safety Meeting	42237	04/15/2016	02/24/2016	89.38
	ABSOLUTE SAFETY, INC.	WWTP/DPW316	Safety Meeting	42237	04/30/2016	03/08/2016	87.83
	ACE HARDWARE & HOME CI	149000	Coast Guard Light	42239	04/30/2016	03/23/2016	4.99
	ARCPPOINT OF MID-MICHIGAI	6736	Breath Alcohol Test Instant	42242	04/02/2016	03/03/2016	25.00
	AUTO VALUE \ AUTO-WARES	256-906702	Lite Mate	42245	04/17/2016	02/16/2016	9.69
	AUTO VALUE \ AUTO-WARES	256-906843	10 PC EXT SET	42245	04/17/2016	02/18/2016	44.49
	AUTO VALUE \ AUTO-WARES	256-908636	Blk Lighting/Orange XL	42245	04/30/2016	03/10/2016	30.58
	AUTO VALUE \ AUTO-WARES	256-908699	Chisel Set	42245	04/30/2016	03/10/2016	11.99
	AUTO VALUE \ AUTO-WARES	256-909630	Bur/Grind Whl/Mounted Pt	42245	04/30/2016	03/21/2016	25.27
	AUTO VALUE \ AUTO-WARES	256-909887	Wiper Blade	42245	04/30/2016	03/23/2016	14.37
	FAMILY FARM & HOME - MAN	003060/H	Rake	42256	04/13/2016	02/19/2016	49.99
	FASTENAL COMPANY	MIMAN117348	Saw Blade	20160138	04/14/2016	02/19/2016	24.34
	FASTENAL COMPANY	MIMAN117633	Cap Screw	20160138	04/30/2016	03/07/2016	5.91
	FASTENAL COMPANY	MIMAN117820	Cap Screw	20160138	04/30/2016	03/15/2016	5.91
	FASTENAL COMPANY	MIMAN117830	Drill Bits	20160138	04/30/2016	03/16/2016	26.48
	FASTENAL COMPANY	MIMAN117905	Screw/nut	20160138	04/30/2016	03/21/2016	13.72
	FASTENAL COMPANY	MIMAN118047	Hex Screw/Lock Nut	20160138	04/30/2016	03/28/2016	22.38
	JACKPINE BUSINESS CENTE	399010-0	Marker/eraser	42265	04/16/2016	02/22/2016	31.96
	MODEL FIRST AID, SAFETY &	00000113775	Misc. First Aid Items	42277	03/31/2016	03/16/2016	25.90
	NAPA AUTO PARTS	209524	Towels-DPW	42279	03/31/2016	03/15/2016	46.47
	POSTER COMPLIANCE CEN	2757485-MI	MI&FED Poster Update	42288	02/01/2016	01/18/2016	104.25
	PRAXAIR DISTRIBUTION INC	72276289	Gloves	20160151	03/16/2016	02/04/2016	49.61
	PRAXAIR DISTRIBUTION INC	72276290	Oxygen K	20160151	03/16/2016	02/04/2016	32.39
	PRAXAIR DISTRIBUTION INC	72407273	Cylinder Rent	20160151	03/16/2016	02/22/2016	58.92
	PRAXAIR DISTRIBUTION INC	71802142	Cylinder Rent	20160151	02/01/2016	11/24/2015	53.17
	WAHR HARDWARE, INC.	C76825	Hinge	20160159	04/17/2016	02/16/2016	31.38
	WAHR HARDWARE, INC.	C77865	Gloss White	20160159	04/17/2016	03/02/2016	9.98
	WAHR HARDWARE, INC.	D39679	Shovel	20160159	04/30/2016	03/03/2016	23.88
	WAHR HARDWARE, INC.	C78679	Shovel/Broom	20160159	04/30/2016	03/14/2016	22.66
	WAHR HARDWARE, INC.	C78773	Pliers	20160159	04/30/2016	03/16/2016	17.99
	WAHR HARDWARE, INC.	C78824	Bolts	20160159	04/30/2016	03/16/2016	1.98
	WAHR HARDWARE, INC.	C79186	Bolts	20160159	04/30/2016	03/21/2016	7.48
	WAHR HARDWARE, INC.	C79416	Washer	20160159	04/30/2016	03/24/2016	7.59
	WAHR HARDWARE, INC.	D36932	Cord, Tap	20160159	03/02/2016	11/25/2015	15.98
							1,033.91
101-441-770.000	Vehicle Gas						

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	BLARNEY CASTLE FLEET PR	BC177 - 04/06/16	Fuel Usage	20160130	04/20/2016	04/06/2016	2,740.17
	BLARNEY CASTLE FLEET PR	BC177 - 04/06/16	Fuel Usage	20160130	04/20/2016	04/06/2016	50.29
							2,790.46
101-441-801.000	Professional Ser						
	SCHNEIDER ELECTRIC	4789042	WxSentry PvFst Online-Platinum	20160152	03/16/2016	02/05/2016	402.00
	SPICER GROUP INC	180071	Short Street Retaining Wall	20160154	03/16/2016	02/23/2016	12,110.51
							12,512.51
101-441-900.000	Printing & Publis						
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	226.10
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	187.20
							413.30
101-441-930.000	Repairs & Mainte						
	AUTO VALUE \ AUTO-WARES	256-906057	Halogen Capsule	42245	04/30/2016	02/08/2016	19.58
	AUTO VALUE \ AUTO-WARES	256-906636	50/50 Prediluted Oil	42245	04/17/2016	02/15/2016	89.94
	AUTO VALUE \ AUTO-WARES	256-906682	Male Plug/Female Body	42245	04/17/2016	02/16/2016	10.38
	AUTO VALUE \ AUTO-WARES	256-906855	Oil Filter	42245	04/17/2016	02/18/2016	66.52
	AUTO VALUE \ AUTO-WARES	256-906974	Air Filter/Lcknut	42245	04/17/2016	02/19/2016	73.93
	AUTO VALUE \ AUTO-WARES	256-907003	50/50/ Prediluted Oil	42245	04/17/2016	02/19/2016	89.94
	AUTO VALUE \ AUTO-WARES	256-907395	6 PK Micro Kit	42245	04/17/2016	02/24/2016	23.99
	AUTO VALUE \ AUTO-WARES	256-907439	Oil Filter-Credit	42245	03/26/2016	02/25/2016	-11.16
	AUTO VALUE \ AUTO-WARES	256-907533	LED Lamp/Filter/Pigtail	42245	04/17/2016	02/26/2016	32.56
	AUTO VALUE \ AUTO-WARES	256-907717	Trailer Cable	42245	04/17/2016	02/29/2016	25.06
	AUTO VALUE \ AUTO-WARES	256-907875	DOT AB Union Con	42245	04/17/2016	03/01/2016	5.41
	AUTO VALUE \ AUTO-WARES	256-907811	Oil Filter	42245	04/17/2016	03/01/2016	74.50
	AUTO VALUE \ AUTO-WARES	256-907809	Pigtail Economy	42245	04/17/2016	03/01/2016	4.17
	AUTO VALUE \ AUTO-WARES	256-907914	TES-295/Reel	42245	04/17/2016	03/02/2016	321.46
	AUTO VALUE \ AUTO-WARES	256-908125	Headlamp	42245	04/17/2016	03/04/2016	41.09
	AUTO VALUE \ AUTO-WARES	256-908124	Liner Clamp	42245	04/17/2016	03/04/2016	7.58
	AUTO VALUE \ AUTO-WARES	256-908097	Anit Freeze/Coolant Hose	42245	04/17/2016	03/04/2016	85.14
	AUTO VALUE \ AUTO-WARES	256-908653	Battery Cable/Oil Filter/Spray	42245	04/30/2016	03/10/2016	68.37
	AUTO VALUE \ AUTO-WARES	256-909122	Fuel Filters	42245	04/30/2016	03/15/2016	16.11
	AUTO VALUE \ AUTO-WARES	256-909640	Washr Solvent	42245	04/30/2016	03/21/2016	11.94
	AUTO VALUE \ AUTO-WARES	256-909895	Sand Paper/Paint	42245	04/30/2016	03/23/2016	27.68
	AUTO VALUE \ AUTO-WARES	256-910087	Wiper Blade	42245	04/30/2016	03/24/2016	48.50
	BELL EQUIPMENT COMPANY	0116686	Skid Shoe/Chute Rotation	20160129	04/14/2016	02/12/2016	818.47
	BLARNEY CASTLE OIL CO.	0744537-N	Drum	42246	04/14/2016	02/12/2016	846.75
	FASTENAL COMPANY	MIMAN116778	Binder-DPW	20160138	03/02/2016	01/19/2016	789.92
	FASTENAL COMPANY	MIMAN117509	Cap Screw	20160138	04/14/2016	03/01/2016	4.23
	FREDRICKSON SUPPLY LLC	01-1675	GRD-Short Pin WLDMT	42259	04/14/2016	02/18/2016	128.60
	GRAND RENTAL STATION	1-542985	Oil for Chain Saws	42260	04/30/2016	03/18/2016	17.98
	GRAND RENTAL STATION	1-543038	Chain Saw Repair	42260	04/30/2016	03/22/2016	49.80
	INTERSTATE BILLING SERVI	T90805	Cylinder	42263	03/09/2016	02/08/2016	472.39
	INTERSTATE BILLING SERVI	T90800	Wedge	42263	03/09/2016	02/08/2016	831.78
	INTERSTATE BILLING SERVI	T93922	Solenoid, Screw	42263	04/17/2016	03/18/2016	281.10
	MANISTEE TIRE SERVICE	41301	Patch Tire	42273	04/14/2016	02/19/2016	18.00
	MANISTEE TIRE SERVICE	41881	Tires Veh #145	42273	04/30/2016	03/17/2016	938.76
	NAPA AUTO PARTS	209090	Sleeve	42279	03/18/2016	03/02/2016	26.37
	TELE-RAD INC.	870396	MOTO Mobile/Hardware	20160156	04/15/2016	01/29/2016	920.00
	TELE-RAD INC.	870435	Tech Labor	20160156	03/29/2016	02/05/2016	160.00
	TRUCK & TRAILER SPECIALT	D13446	Air Cylinder	42298	03/16/2016	03/01/2016	106.27
	VALLEY TRUCK PARTS INC.	2-1199399	Oil/Filter	42300	04/10/2016	03/02/2016	516.92
	WAHR HARDWARE, INC.	C73789	Black Nipple, Pipe	20160159	03/02/2016	01/04/2016	7.98
	WAHR HARDWARE, INC.	C76789	Pipe	20160159	03/02/2016	01/04/2016	7.98
	WAHR HARDWARE, INC.	C77246	Floor Flange	20160159	04/17/2016	02/23/2016	20.39
	WAHR HARDWARE, INC.	C77449	Sign Bolts	20160159	04/17/2016	02/25/2016	34.00
	WAHR HARDWARE, INC.	D39727	Bolts	20160159	04/17/2016	03/04/2016	25.08
	WAHR HARDWARE, INC.	C77992	Plug	20160159	04/17/2016	03/04/2016	1.99
	WAHR HARDWARE, INC.	C68207	Bolts	20160159	03/02/2016	10/28/2015	2.32

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							8,159.77
101-441-957.000	Motor Pool CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	20160133	04/01/2016	04/01/2016	6,180.00
							6,180.00
							Total Dept. PUBLIC WORKS: 31,594.77
Dept: 748 COMMUNITY DEVELO							
101-748-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	400073-0	Toner, Binders	42265	04/21/2016	03/22/2016	428.88
	JACKPINE BUSINESS CENTE	38421	Business Cards Blakeslee	42265	05/01/2016	03/28/2016	46.30
							475.18
101-748-860.000	Travel & Training						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	50.00
							50.00
							COMMUNITY DEVELOPMENT OFFICE: 525.18
Dept: 751 PARKS & RECREATIO							
101-751-728.000	SUPPLIES - Ope						
	AUTO VALUE \ AUTO-WARES	256-909694	Rnd Head Rat	42245	04/30/2016	03/21/2016	14.39
	FASTENAL COMPANY	MIMAN116984	Bowl Cin.	20160138	04/15/2016	02/01/2016	55.27
	FASTENAL COMPANY	MIMAN117204	Cutting Wheel	20160138	04/30/2016	02/12/2016	2.48
	FASTENAL COMPANY	MIMAN117433	Slicer Cutting Wheel	20160138	04/14/2016	02/25/2016	2.48
	FASTENAL COMPANY	MIMAN117884	Bath Tissue/Cleaner	20160138	04/30/2016	03/21/2016	367.62
	FASTENAL COMPANY	MIMAN117883	Tissue Dispensers	20160138	04/30/2016	03/21/2016	159.15
	MODEL FIRST AID, SAFETY &	00000113775	Misc. First Aid Items	42277	03/31/2016	03/16/2016	43.42
	WAHR HARDWARE, INC.	D39171	Marker Paint	20160159	04/17/2016	02/12/2016	5.29
	WAHR HARDWARE, INC.	C76828	Broom	20160159	04/17/2016	02/16/2016	25.49
	WAHR HARDWARE, INC.	D39289	Power Gear	20160159	04/17/2016	02/17/2016	47.99
	WAHR HARDWARE, INC.	C77907	Tarp	20160159	04/30/2016	03/03/2016	8.99
	WAHR HARDWARE, INC.	D39680	Shovels/Rakes	20160159	04/30/2016	03/03/2016	101.49
	WAHR HARDWARE, INC.	C77902	Pinesol/Shovel	20160159	04/30/2016	03/03/2016	38.92
	WAHR HARDWARE, INC.	D40164	Duc Tape	20160159	04/30/2016	03/16/2016	8.29
	WAHR HARDWARE, INC.	C78902	Mutt Mitt Box	20160159	04/30/2016	03/17/2016	6.29
	WAHR HARDWARE, INC.	C71655	mrkg/line/reel	20160159	01/07/2016	12/08/2015	43.46
							931.02
101-751-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 04/06/16	Fuel Usage	20160130	04/20/2016	04/06/2016	277.61
							277.61
101-751-831.000	Contractual Repa						
	TOP LINE ELECTRIC LLC	7300	Shut Riverwalk lights off	20160157	03/16/2016	02/29/2016	113.20
	TOP LINE ELECTRIC LLC	7330	Replaced Ballasts River St	20160157	03/31/2016	03/09/2016	299.03
							412.23
101-751-900.000	Printing & Publis						
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	113.55
							113.55
101-751-922.000	Water						
	CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	475.28
							475.28
101-751-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	734.74
							734.74
101-751-930.000	Repairs & Mainte						
	BRIAN'S AUTO PARTS, INC.	051343	Trip Spring/Eyebolt	42247	03/14/2016	02/18/2016	62.76

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	CADILLAC PLUMBING-HEATI	700877	Valve/Paste/Brushes	42248	04/13/2016	01/27/2016	71.79
	CADILLAC PLUMBING-HEATI		Valve/CXM Adapt	42248	03/02/2016	01/27/2016	122.14
	FASTENAL COMPANY	MIMAN117852	Nuts/Washers	20160138	04/30/2016	03/17/2016	11.68
	FASTENAL COMPANY	MIMAN117862	Washer	20160138	04/30/2016	03/17/2016	2.81
	MANISTEE TIRE SERVICE	41709	Valve & Bead - Vehicle #127	42273	04/30/2016	03/10/2016	114.00
	NAPA AUTO PARTS	208721	Oil Filter	42279	03/18/2016	02/19/2016	3.71
	NAPA AUTO PARTS	209074	Oil Filter	42279	03/18/2016	03/01/2016	3.71
	NICE RINK	80526	KickPlates/BumperCaps	42281	03/02/2016	01/07/2016	213.78
	TELE-RAD INC.	870986	Compact Microphone	20160156	03/31/2016	03/03/2016	53.00
	WAHR HARDWARE, INC.	C78786	Rope/Staple Gun	20160159	04/30/2016	03/16/2016	31.07
	WAHR HARDWARE, INC.	D34099	Paint/1st St. Beach	20160159	10/17/2015	09/17/2015	36.48
							726.93
101-751-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	20160133	04/01/2016	04/01/2016	3,090.00
							3,090.00
							Total Dept. PARKS & RECREATION: 6,761.36
Dept: 801 APPROPRIATIONS							
101-801-892.000	Alliance for Econ						
	ALLIANCE FOR ECONOMIC €		Appropriation	20160127	04/01/2016	04/01/2016	11,629.50
							11,629.50
101-801-893.500	MAPS Paine Poc						
	MANISTEE AREA PUBLIC SCI		Community Pool Agreement	42268	04/01/2016	04/01/2016	10,000.00
							10,000.00
101-801-894.000	Manistee Recrea						
	MANISTEE RECREATION AS:		Appropriation	42272	04/01/2016	04/01/2016	7,125.00
							7,125.00
							Total Dept. APPROPRIATIONS: 28,754.50
							Total Fund GENERAL FUND: 143,964.99
Fund: 202 MAJOR STREET FUND							
Dept: 000							
202-000-935.000	Traffic Services						
	MICHAEL TODD & COMPANY	150552	Wht/Red HI/AL Stop	42275	04/13/2016	02/05/2016	688.66
	MICHAEL TODD & COMPANY	150731	Speed Limit 25	42275	04/14/2016	02/16/2016	312.24
	MICHAEL TODD & COMPANY	150959	Keep Right Arrow	42275	04/16/2016	03/03/2016	381.37
	MICHAEL TODD & COMPANY	150988	Post/Keep Right Arrow	42275	04/30/2016	03/07/2016	970.21
	MICHAEL TODD & COMPANY	150687	Yield	42275	04/14/2016	03/15/2016	224.05
							2,576.53
202-000-936.000	Preservation Stre						
	CITY OF MANISTEE GENERA		Major & Local Street Reimburse	20160134	04/01/2016	04/01/2016	9,083.34
	MANISTEE COUNTY TREASL		Escrow Deposit - Twelfth St	42236	04/05/2016	04/05/2016	6,800.00
	MICHAEL TODD & COMPANY	151079	One Way Arrows	42275	04/30/2016	03/14/2016	348.03
	MICHAEL TODD & COMPANY	151142	Stop/School Xing	42275	04/30/2016	03/18/2016	1,604.73
	WAHR HARDWARE, INC.	C78469	Fed Safety Yellow Gal	20160159	04/30/2016	03/11/2016	28.99
							17,865.09
202-000-938.000	Winter Maintena						
	CITY OF MANISTEE GENERA		Major & Local Street Reimburse	20160134	04/01/2016	04/01/2016	8,083.33
							8,083.33
							Total Dept. 000: 28,524.95
							Total MAJOR STREET FUND: 28,524.95

Fund: 203 LOCAL STREET FUND

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Dept: 000							
203-000-935.000	Traffic Services						
	MICHAEL TODD & COMPANY	150731	Speed Limit 25	42275	04/14/2016	02/16/2016	312.23
	MICHAEL TODD & COMPANY	150687	Yield	42275	04/14/2016	03/15/2016	224.05
							536.28
203-000-936.000	Preservation Stre						
	CITY OF MANISTEE GENERA		Major & Local Street Reimburse	20160134	04/01/2016	04/01/2016	3,916.67
							3,916.67
203-000-938.000	Winter Maintena						
	CITY OF MANISTEE GENERA		Major & Local Street Reimburse	20160134	04/01/2016	04/01/2016	2,833.33
							2,833.33
							Total Dept. 000: 7,286.28
							rd LOCAL STREET FUND: 7,286.28
Fund: 226 CITY REFUSE FUND							
Dept: 000							
226-000-728.000	SUPPLIES - Ope						
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	164.80
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	576.80
							741.60
226-000-755.000	Yard Bags						
	ACE HARDWARE & HOME CI	148847	Retainer Blocks	42239	04/30/2016	03/18/2016	1,440.00
							1,440.00
226-000-820.000	Administration						
	CITY OF MANISTEE GENERA		Administration - Refuse	20160134	04/01/2016	04/01/2016	7,953.50
							7,953.50
226-000-827.000	Municipal Refuse						
	MASON-LAKE CONSERVATIC	2016	Household Hazardous Waste	42274	03/16/2016	03/16/2016	2,000.00
	REPUBLIC SERVICES #239	0239-001597534	DPW/Yard Waste, Fire	42290	03/31/2016	02/29/2016	322.16
							2,322.16
226-000-829.002	Yard Waste City						
	CITY OF MANISTEE GENERA		Reimburse for Yard Waste	20160134	04/01/2016	04/01/2016	3,000.00
							3,000.00
							Total Dept. 000: 15,457.26
							Fund CITY REFUSE FUND: 15,457.26
Fund: 243 BROWNFIELD REDEVI							
Dept: 000							
243-000-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	400073-0	Toner, Binders	42265	04/21/2016	03/22/2016	34.70
							34.70
							Total Dept. 000: 34.70
							EDEVELOPMENT AUTHO: 34.70
Fund: 275 GRANT MANAGEMEN							
Dept: 902 OTHER GRANTS							
275-902-970.002	Rotary Park						
	STATE OF MICHIGAN		Building Permit - Rocket Park	42235	03/28/2016	03/28/2016	250.00
							250.00

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Total Dept. OTHER GRANTS:							250.00
NT MANAGEMENT FUND:							250.00
Fund: 290 PEG COMMISSION							
Dept: 000							
290-000-728.000	SUPPLIES - Ope BROWN/KEITH R//PHD		Reimbursement - Toner, DVD	20160131	03/30/2016	03/30/2016	117.75
							117.75
290-000-801.000	Professional Ser BROWN/KEITH R//PHD		MPA Operations - Apr 2016	20160131	04/01/2016	04/01/2016	3,166.67
							3,166.67
Total Dept. 000:							3,284.42
Fund PEG COMMISSION:							3,284.42
Fund: 296 RAMSDELL THEATRE							
Dept: 000							
296-000-728.000	SUPPLIES - Ope FASTENAL COMPANY	MIMAN117722	Paper Products & Cleaning Supp	20160138	04/13/2016	03/10/2016	235.47
	FASTENAL COMPANY	MIMAN117851	AntibacLotSoap	20160138	04/17/2016	03/17/2016	58.88
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	52.99
	WAHR HARDWARE, INC.	C78877	Cleaner/Mop	20160159	04/17/2016	03/17/2016	49.87
							397.21
296-000-752.000	Ramsdell - Movie METROPOLITAN OPERAASS	HD23995	Manon Lescaut	20160144	03/18/2016	03/08/2016	443.00
	METROPOLITAN OPERAASS	HD24407	Ramsdell - Madama Butterfly	20160144	04/06/2016	04/04/2016	861.00
	MYNORTH MEDIA	2016-80057	MyNorth Tickets	42278	04/13/2016	03/08/2016	12.25
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	106.00
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	159.00
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	12.63
	TRAVERSE MAGAZINE	2016-78613	MyNorth Newsletters Ad	42296	05/04/2016	03/31/2016	150.00
							1,743.88
296-000-753.000	Ramsdell - Perfo MANISTEE JAYCEES		PRING & ALL MUSIC FESTIV Ramsdell - Beverage Sales	42270	04/01/2016	04/01/2016	963.16
	MANISTEE NAT'L GOLF & R		2016 Spring & Music Fest Food Sales	42271	03/14/2016	03/13/2016	454.90
	OLESON'S FOOD STORES	#4429 - 03/11/16q	Coffee-Tea-Water	42283	04/13/2016	03/11/2016	14.97
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	40.00
	TRAVERSE MAGAZINE	2016-78613	MyNorth Newsletters Ad	42296	05/04/2016	03/31/2016	50.00
	WOLKOW/ALEXANDER		PRING & ALL MUSIC FESTIV Ramsdell - Sound Tech	42303	03/12/2016	03/12/2016	135.00
							1,658.03
296-000-831.000	Contractual Repa CUSTOM SHEET METAL & HF	0000067070	Ramsdell Heat Repair	42253	05/01/2016	03/01/2016	191.50
							191.50
296-000-892.500	Marketing PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	360.00
							360.00
296-000-922.000	Water CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	36.69
							36.69
296-000-925.000	Electric CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	470.80
							470.80

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Total Dept. 000:							4,858.11
nd RAMSDELL THEATRE:							4,858.11
Fund: 508 BOAT RAMP FUND							
Dept: 000							
508-000-728.000	SUPPLIES - Ope AMOR SIGN STUDIOS INC	8663	Arthur Street Pay Here Signs	20160128	03/26/2016	02/26/2016	147.08
							147.08
508-000-922.000	Water CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	132.03
							132.03
508-000-925.000	Electric CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	135.37
							135.37
Total Dept. 000:							414.48
Fund BOAT RAMP FUND:							414.48
Fund: 573 WATER & SEWER UTIL							
Dept: 100 GENERAL							
573-100-961.000	Utility Service Fe CITY OF MANISTEE GENERA		W&S Cost of Ownership	20160134	04/01/2016	04/01/2016	14,244.25
							14,244.25
Total Dept. GENERAL:							14,244.25
Dept: 541 ADMINISTRATION							
573-541-728.000	SUPPLIES - Ope						
	HANSEN/LORI//	277916	Office Cleaning	42262	03/15/2016	02/21/2016	75.00
	HANSEN/LORI//	277917	Office Cleaning	42262	03/15/2016	03/07/2016	75.00
	HANSEN/LORI//	277918	Office Cleaning	42262	03/31/2016	03/21/2016	75.00
	JACKPINE BUSINESS CENTE	399563-0	Tissue/Tape/Pen/Label	42265	04/14/2016	03/08/2016	106.71
	JACKPINE BUSINESS CENTE	399563-1	DYM Printer	42265	04/30/2016	03/10/2016	129.99
							461.70
573-541-820.000	Administration CITY OF MANISTEE GENERA		Administration - Water	20160134	04/01/2016	04/01/2016	26,708.00
							26,708.00
573-541-831.000	Contractual Repa						
	KOPY SALES INC.	99126	Copies	20160143	03/28/2016	02/05/2016	94.39
	KOPY SALES INC.	99448	Copies	20160143	03/26/2016	03/04/2016	28.04
							122.43
Total Dept. ADMINISTRATION:							27,292.13
Dept: 542 WATER OPERATION							
573-542-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0576289	Uniform Cleaning - Water	20160148	04/14/2016	02/17/2016	27.20
	MODEL COVERALL SERVICE	0577731	Uniform Cleaning - Water	20160148	04/14/2016	02/24/2016	27.20
	MODEL COVERALL SERVICE	0579245	Uniform Cleaning - Water	20160148	04/15/2016	03/02/2016	27.20
	MODEL COVERALL SERVICE	0580692	Uniform Cleaning-Water	20160148	04/30/2016	03/09/2016	27.20
	MODEL COVERALL SERVICE	0582214	Uniform Cleaning - Water	20160148	04/30/2016	03/16/2016	27.20
	MODEL COVERALL SERVICE	0583655	Uniform Cleaning - Water	20160148	04/30/2016	03/23/2016	27.20
	MODEL COVERALL SERVICE	0574774	Uniform Cleaning - Water	20160148	05/11/2016	04/11/2016	27.20
	SNYDER SHOE CORP	19713	Safety Boots - Taylor	42291	03/02/2016	01/02/2016	137.25
							327.65

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573-542-728.000	SUPPLIES - Ope						
	ABSOLUTE SAFETY, INC.	WWTP290216	Sensor - Gas Alert	42237	04/16/2016	02/29/2016	214.90
	FASTENAL COMPANY	MIMAN117700	Drill	20160138	04/16/2016	03/09/2016	30.59
	MODEL FIRST AID, SAFETY &	00000113775	Misc. First Aid Items	42277	03/31/2016	03/16/2016	25.80
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	136.90
	WAHR HARDWARE, INC.	C77031	SS Strainer/Bulb	20160159	04/17/2016	02/19/2016	25.15
	WAHR HARDWARE, INC.	C78741	Rat Trap	20160159	04/30/2016	03/15/2016	19.57
							452.91
573-542-750.000	Meters						
	MICHIGAN METER TECHNOL	96648	Flange Kit	20160145	04/14/2016	02/09/2016	371.46
	MICHIGAN METER TECHNOL	96700	Washers/Gaskets	20160145	04/13/2016	02/16/2016	150.26
	MICHIGAN METER TECHNOL	96835	Flange Kit	20160145	04/14/2016	03/04/2016	701.17
							1,222.89
573-542-770.000	Vehicle Gas						
	BLARNEY CASTLE FLEET PR	BC177 - 04/06/16	Fuel Usage	20160130	04/20/2016	04/06/2016	262.52
							262.52
573-542-824.000	Lab Testing						
	KENT COUNTY HEALTH DEP.	EH022916-3921	Water Testing	42266	04/13/2016	03/01/2016	192.00
	USA BLUE BOOK	872395	Thermometer	42299	04/14/2016	02/12/2016	78.02
	USA BLUE BOOK	882817	Hach Fluoride Rgt-SPADNS	42299	04/13/2016	02/25/2016	391.63
	WAHR HARDWARE, INC.	C77286	Freight-Water	20160159	04/17/2016	02/23/2016	15.06
	WAHR HARDWARE, INC.	C77851	Freight-Water	20160159	04/17/2016	03/02/2016	11.26
	WAHR HARDWARE, INC.	D39788	Shipping-Water	20160159	04/17/2016	03/07/2016	11.44
	WAHR HARDWARE, INC.	C78314	Freight-Water	20160159	04/17/2016	03/09/2016	13.12
	WAHR HARDWARE, INC.	D40092	Freight-Water	20160159	04/30/2016	03/14/2016	11.38
	WAHR HARDWARE, INC.	C78796	freight-Water	20160159	04/30/2016	03/16/2016	10.15
	WAHR HARDWARE, INC.	C78876	Freight-Water	20160159	04/30/2016	03/17/2016	13.03
							747.09
573-542-831.000	Contractual Repa						
	TOP LINE ELECTRIC LLC	7303	Wells #6 & #8	20160157	03/31/2016	03/07/2016	3,296.51
	TOP LINE ELECTRIC LLC	6736	Electrical Materials	20160157	02/01/2016	09/14/2015	694.36
							3,990.87
573-542-860.000	Travel & Training						
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	280.00
	PNC BANK	Mar 2016	Credit Card Charges	42287	04/24/2016	03/30/2016	82.95
							362.95
573-542-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	408.28
							408.28
573-542-930.000	Repairs & Mainte						
	AUTO VALUE \ AUTO-WARES	256-906839	Ball Mount/Pin/Clip	42245	04/17/2016	02/18/2016	124.00
	AUTO VALUE \ AUTO-WARES	256-907239	LED Trailer Kit	42245	04/17/2016	02/23/2016	55.45
	AUTO VALUE \ AUTO-WARES	256-907268	Nylon Clamp/Asst	42245	04/17/2016	02/23/2016	6.98
	AUTO VALUE \ AUTO-WARES	256-907548	Machinery Gray	42245	04/17/2016	02/26/2016	6.49
	FASTENAL COMPANY	MIMAN116573	HexRethrd Die-Credit	20160138	02/04/2016	01/05/2016	-70.06
	GREAT LAKES MATERIALS	8054746	Water - Dig Jobs / 21AA-Port	20160140	03/31/2016	03/09/2016	824.18
	HACH COMPANY	9822192	Bnch Svc-DR/800	42261	04/14/2016	03/03/2016	292.00
	MICHIGAN PIPE & VALVE	T72007	Copper	20160146	04/14/2016	02/16/2016	432.00
	MICHIGAN PIPE & VALVE	T72034	Repair Clamp	20160146	04/15/2016	02/24/2016	408.79
	MICHIGAN PIPE & VALVE	T72058	Manhole Hook	20160146	04/30/2016	03/08/2016	276.00
	MICHIGAN PIPE & VALVE	T72056	Repair Clamp	20160146	04/30/2016	03/08/2016	300.66
	MICHIGAN PIPE & VALVE	T72103	Repair Clamp SGL	20160146	04/30/2016	03/21/2016	153.01
							2,809.50
573-542-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	20160133	04/01/2016	04/01/2016	3,004.17

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							3,004.17
Total Dept. WATER OPERATION:							13,588.83
Dept: 543 SEWER - WWTP							
573-543-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0574768	Uniform Cleaning - WWTP	20160148	04/13/2016	02/10/2016	28.77
	MODEL COVERALL SERVICE	0576284	Uniform Cleaning -paper towels	20160148	04/16/2016	02/17/2016	28.77
	MODEL COVERALL SERVICE	0577726	Uniform Cleaning - Sewer	20160148	04/16/2016	02/24/2016	28.77
	MODEL COVERALL SERVICE	0579238	Uniform Cleaning - Wastewater	20160148	04/01/2016	03/02/2016	28.77
	MODEL COVERALL SERVICE	0580686	Uniform Cleaning - Sewer	20160148	04/30/2016	03/09/2016	28.77
	MODEL COVERALL SERVICE	0582209	Uniform Cleaning - Sewer	20160148	04/30/2016	03/16/2016	28.77
	MODEL COVERALL SERVICE	0583650	Uniform Cleaning - WWTP	20160148	04/30/2016	03/23/2016	28.77
							201.39
573-543-728.000	SUPPLIES - Ope						
	ABSOLUTE SAFETY, INC.	WWTP030216	Calibration on Fixed System	42237	04/13/2016	02/03/2016	180.00
	ABSOLUTE SAFETY, INC.	WWTP220216	Calibration, Gas Monitor	42237	04/15/2016	02/22/2016	120.00
	ABSOLUTE SAFETY, INC.	DPW/WWTP216	Safety Meeting	42237	04/15/2016	02/24/2016	89.37
	ABSOLUTE SAFETY, INC.	WWTP/DPW316	Safety Meeting	42237	04/30/2016	03/08/2016	87.82
	ACE HARDWARE & HOME CI	147409	Water Filter	42239	03/06/2016	02/05/2016	13.99
	ACE HARDWARE & HOME CI	147498	Return Water Filter	42239	03/09/2016	02/08/2016	-13.99
	ACE HARDWARE & HOME CI	147688	Bulb	42239	03/13/2016	02/12/2016	19.98
	ACE HARDWARE & HOME CI	147690	CREDIT - Bulbs	42239	03/13/2016	02/12/2016	-19.98
	ACE HARDWARE & HOME CI	148197	Keys-Sewer	42239	04/30/2016	02/29/2016	1.99
	ACE HARDWARE & HOME CI	148221	Tube Poly	42239	04/14/2016	03/01/2016	8.82
	ACE HARDWARE & HOME CI	148340	Putty Knife/Razor/Filter	42239	04/14/2016	03/04/2016	26.46
	ACE HARDWARE & HOME CI	984455	Filter	42239	04/14/2016	03/09/2016	44.95
	ACE HARDWARE & HOME CI	985466	Pan Dish	42239	04/30/2016	03/24/2016	12.99
	ANDERSON-BOLDS	125827	Flocculent Dispenser	42240	04/30/2016	03/08/2016	181.02
	COMMUNICRAFT LTD	28447	Shipping-WWTP	42251	03/26/2016	02/21/2016	15.27
	COMMUNICRAFT LTD	28451	Shipping- WWTP	42251	04/10/2016	03/16/2016	17.87
	FASTENAL COMPANY	MIMAN117345	Drills	20160138	04/14/2016	02/19/2016	48.16
	FASTENAL COMPANY	MIMAN117424	Brush	20160138	04/15/2016	02/24/2016	38.06
	FASTENAL COMPANY	MIMAN117549	Ice FCGlvsPr	20160138	04/17/2016	03/03/2016	16.14
	FISHER SCIENTIFIC	8602050	Plastic Funnel	42257	03/17/2016	02/26/2016	77.53
	FISHER SCIENTIFIC	7829024	Filter Paper	42257	03/17/2016	02/26/2016	61.76
	FISHER SCIENTIFIC	8862237	Tubing/Clamp/Rack	42257	03/18/2016	03/02/2016	214.11
	FISHER SCIENTIFIC	9025724	Test Tube Holder/Test Tubes	42257	03/31/2016	03/03/2016	308.67
	HACH COMPANY	9834057	Stopper/Spoon	42261	04/30/2016	03/10/2016	43.97
	HACH COMPANY	9838825	Flask, Filtering	42261	04/30/2016	03/14/2016	34.29
	JACKPINE BUSINESS CENTE	399354-0	Storage Box	42265	04/16/2016	03/02/2016	28.97
	JACKPINE BUSINESS CENTE	399486-0	Tape	42265	04/14/2016	03/07/2016	29.95
	MODEL COVERALL SERVICE	0576284	Uniform Cleaning -paper towels	20160148	04/16/2016	02/17/2016	31.37
	MODEL COVERALL SERVICE	0583650	Uniform Cleaning - WWTP	20160148	04/30/2016	03/23/2016	31.37
	NCL OF WISCONSIN, INC.	369322	Transferpette/Filters	42280	04/13/2016	03/02/2016	874.04
	NCL OF WISCONSIN, INC.	369595	Stir Bar/Spoon/Funnel	42280	04/30/2016	03/08/2016	184.25
	NCL OF WISCONSIN, INC.	369812	Cylinder/Filter	42280	04/30/2016	03/11/2016	219.11
	PIONEER GROUP/THE//	#41100167 - 03/31/16	Advertisements	42286	04/20/2016	03/31/2016	118.90
	REPUBLIC SERVICES #239	0239-001597515	Sewage Plant	42290	03/31/2016	02/29/2016	182.87
	STATE OF MICHIGAN - MDEC	957363	Dry Tons Reported/Land App Fee	42294	03/16/2016	02/29/2016	1,558.75

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Total Dept. SEWER - WWTP:							19,295.57
Dept: 544 SEWER COLLECTION							
573-544-715.000	Uniform & Cleani						
	MODEL COVERALL SERVICE	0574773	Uniform Cleaning - Sewer Coll	20160148	03/11/2016	02/10/2016	18.79
	MODEL COVERALL SERVICE	0576288	Uniform Cleaning - Sewer Col.	20160148	04/14/2016	02/17/2016	18.79
	MODEL COVERALL SERVICE	0577730	Uniform Cleaning - Sewer Col.	20160148	04/14/2016	02/24/2016	18.79
	MODEL COVERALL SERVICE	0579244	Uniform Cleaning - Sewer Col.	20160148	04/30/2016	03/02/2016	18.79
	MODEL COVERALL SERVICE	0580691	Uniform Cleaning - Sewer Col	20160148	04/30/2016	03/09/2016	18.79
	MODEL COVERALL SERVICE	0582213	Uniform Cleaning - Sewer Col.	20160148	04/30/2016	03/16/2016	18.79
	MODEL COVERALL SERVICE	0583654	Uniform Cleaning - Sewer Col.	20160148	04/15/2016	03/23/2016	18.79
							131.53
573-544-728.000	SUPPLIES - Ope						
	FAMILY FARM & HOME - MAN	003056/H	PTO Lock Pin	42256	04/14/2016	02/16/2016	19.44
	WAHR HARDWARE, INC.	C76971	Tool Box/Axe	20160159	04/17/2016	02/18/2016	70.97
	WAHR HARDWARE, INC.	C78837	Leather glove	20160159	04/30/2016	03/16/2016	53.97
							144.38
573-544-930.000	Repairs & Mainte						
	FLINT TRADING INC	194110	Propane Torch, Manhole Prtn Kt	42258	04/08/2016	03/09/2016	1,971.48
	JACK DOHENY SUPPLIES, IN	A90185 #2	S&H Not on Original Invoice	42264	03/02/2016	01/27/2016	109.69
	MICHIGAN PIPE & VALVE	T72058	Manhole Hook	20160146	04/30/2016	03/08/2016	99.00
	MICHIGAN PIPE & VALVE	T72057	Pipe Gsk/Ferenco CPLG	20160146	04/30/2016	03/08/2016	267.00
							2,447.17
573-544-957.000	Motor Pool						
	CITY OF MANISTEE COMMOI		Equipment Rental - Motor Pool	20160133	04/01/2016	04/01/2016	3,004.16
							3,004.16
Dept. SEWER COLLECTION (STREETS):							5,727.24
Dept: 902 OTHER GRANTS							
573-902-988.000	SAW Grant Expe						
	SPICER GROUP INC	180070	Saw Grant	20160154	03/16/2016	02/23/2016	18,217.62
							18,217.62
Total Dept. OTHER GRANTS:							18,217.62
Dept: 903 CAPITAL OUTLAY - over \$5,000:							
573-903-987.003	2015 Industrial P						
	SPICER GROUP INC	180067	Project Man/Indu Park Pump Sta	20160154	03/15/2016	02/23/2016	1,595.07
							1,595.07
573-903-987.004	2015 Sweetnam						
	TOP LINE ELECTRIC LLC	7184	Service Technician/Sweetnum LS	20160157	02/01/2016	01/25/2016	1,245.20
							1,245.20
573-903-987.006	2015 Riverbank S						
	SPICER GROUP INC	180068	Riverbank Sewer Replacement	20160154	03/16/2016	02/23/2016	20,857.88
							20,857.88
Dept. CAPITAL OUTLAY - over \$5,000:							23,698.15
WATER & SEWER UTILITY:							122,063.79
Fund: 594 MARINA FUND							
Dept: 000							
594-000-728.000	SUPPLIES - Ope						
	STATE OF MICHIGAN	Facility #00033007 - 2016	Underground Storage Tank	42293	04/01/2016	04/01/2016	100.00
							100.00
594-000-820.000	Administration						

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	CITY OF MANISTEE GENERA		Administration - Marina	20160134	04/01/2016	04/01/2016	2,643.25
							2,643.25
594-000-831.000	Contractual Repa						
	NORTHERN FIRE & SAFETY	280582	Insp/Maint - Marina	20160149	04/01/2016	03/30/2016	78.00
	TOP LINE ELECTRIC LLC	7346	Marina Kiosk	20160157	03/31/2016	03/17/2016	226.40
							304.40
594-000-920.000	Gas						
	DTE ENERGY		Gas Usage - 480 River St	42255	05/08/2016	04/08/2016	226.93
							226.93
594-000-922.000	Water						
	CITY OF MANISTEE WATER		Water Usage	20160135	04/06/2016	03/23/2016	-214.83
							-214.83
594-000-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42252	04/20/2016	03/26/2016	311.67
							311.67
594-000-930.000	Repairs & Mainte						
	ACE HARDWARE & HOME CI	148464	SYP Treated	42239	05/01/2016	03/08/2016	5.96
							5.96
							Total Dept. 000: 3,377.38
							Total Fund MARINA FUND: 3,377.38

Fund: 661 MOTOR POOL FUND

Dept: 000

661-000-971.001	DPW - Plow Truc						
	TRI-COUNTY INT'L TRUCKS I	NTHL639057	2017 International Plow Truck	42297	04/11/2016	04/11/2016	94,145.00
	TRI-COUNTY INT'L TRUCKS I	NTHL639058	2017 International Plow Truck	42297	04/11/2016	04/11/2016	94,145.00
							188,290.00
							Total Dept. 000: 188,290.00
							und MOTOR POOL FUND: 188,290.00
							Grand Total: 517,806.36

Recap by Fund

Fund #	Fund Name	Amount To Pay	Amount To Relieve
101	GENERAL FUND	143,964.99	0.00
202	MAJOR STREET FUND	28,524.95	0.00
203	LOCAL STREET FUND	7,286.28	0.00
226	CITY REFUSE FUND	15,457.26	0.00
243	BROWNFIELD REDEVELOPMENT AUTH	34.70	0.00
275	GRANT MANAGEMENT FUND	250.00	0.00
290	PEG COMMISSION	3,284.42	0.00
296	RAMSDELL THEATRE	4,858.11	0.00
508	BOAT RAMP FUND	414.48	0.00
573	WATER & SEWER UTILITY	122,063.79	0.00
594	MARINA FUND	3,377.38	0.00
661	MOTOR POOL FUND	188,290.00	0.00
Grand Total:		517,806.36	0.00

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Fund: 101 GENERAL FUND							
Dept: 000							
101-000-255.000	Funds Held In Es AMOR SIGN STUDIOS INC	8268	Install Bronze Plaque & Post	20160160	11/02/2015	10/23/2015	289.32
							289.32
101-000-636.000	Charge for Servic JENKS/CHERI L//	14-4266	Refund ALS Emergency Transpor	42327	02/10/2016	02/10/2016	59.92
							59.92
Total Dept. 000:							349.24
Dept: 100 GENERAL							
101-100-901.000	Postage EASYPERMIT POSTAGE	0000-9090-0723-7170 - Apr 16	Postage	20160165	04/08/2016	04/08/2016	2,420.27
							2,420.27
101-100-925.001	Electric - Street L CONSUMERS ENERGY		Electric Usage	42318	04/25/2016	03/31/2016	7,103.90
							7,103.90
101-100-989.000	Computer Hardw BRADFORD/EDWARD//		Reimburse - Indoor/Outdoor	42314	05/11/2016	04/11/2016	399.00
							399.00
Total Dept. GENERAL:							9,923.17
Dept: 172 MANAGER							
101-172-728.000	SUPPLIES - Ope JACKPINE BUSINESS CENTE	38473	Business Cards	42325	05/07/2016	04/07/2016	40.50
							40.50
101-172-801.000	Professional Ser TAYLOR/THAD N//		Reimburse - Moving Expenses	42352	04/12/2016	04/12/2016	4,503.92
							4,503.92
101-172-831.000	Contractual Repa KOPY SALES INC.	99937	Cost Per Copy - Manager	20160168	04/16/2016	04/06/2016	450.31
							450.31
Total Dept. MANAGER:							4,994.73
Dept: 215 CLERK							
101-215-728.000	SUPPLIES - Ope JACKPINE BUSINESS CENTE	400675-0	Portfolio, Sheet Protector,	42325	05/08/2016	04/08/2016	46.19
							46.19
101-215-740.000	Election Expense ELECTION SYSTEMS & SOFT	961749	AutoMark & AccuVote Maint	20160166	05/06/2016	04/06/2016	650.00
							650.00
101-215-831.000	Contractual Repa KOPY SALES INC.	99935	Cost Per Copy - Clerk	20160168	04/16/2016	04/06/2016	114.42
							114.42
101-215-860.000	Travel & Training APT US&C MICHIGAN ASSOC. OF MUNI	17486	Annual Conference Registration	42309	04/13/2016	04/13/2016	320.00
			CMMC Application - H. Pefley	42335	04/15/2016	04/15/2016	140.00
							460.00
101-215-870.000	Memberships & I INTERNATIONAL INSTITUTE	#16272 - 2016	Membership - M. Wright	42324	04/21/2016	03/22/2016	155.00
	INTERNATIONAL INSTITUTE	#17569 - 2016	Membership - M. Bachman	42324	04/21/2016	03/22/2016	95.00

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							250.00
101-215-900.000	Printing & Publis						
	MANISTEE COUNTY REGIST		Record - Permanent Easement	42331	05/26/2016	04/26/2016	20.00
	MANISTEE COUNTY REGIST		Record - Permanent Easement	42331	05/26/2016	04/26/2016	29.00
							49.00
							Total Dept. CLERK: 1,569.61
Dept: 253 FINANCE / TREASURE							
101-253-860.000	Travel & Training						
	BRADFORD/EDWARD//	2016	Reimburse - On-Line Subscrip-	42314	05/11/2016	04/11/2016	90.00
							90.00
101-253-870.000	Memberships & I						
	GOVERNMENT FINANCE OFI	2016 - 0100779	Membership - E. Bradford	42323	04/30/2016	03/31/2016	170.00
							170.00
							Total Dept. FINANCE / TREASURER: 260.00
Dept: 265 MUNICIPAL BUILDING:							
101-265-728.000	SUPPLIES - Ope						
	ALLSHRED SERVICES	44147	Document Destruction	42307	03/25/2016	03/15/2016	56.85
	ALLSHRED SERVICES	47250	Document Destruction	42307	04/22/2016	04/12/2016	56.85
	PURE WATER WORKS INC	278708	Purified Water	42345	05/20/2016	04/20/2016	62.00
							175.70
101-265-850.000	Phone						
	AT&T	2016 - 231723351904	Monthly Service	42310	05/13/2016	04/13/2016	80.22
	AT&T	2016 - 231723180304	Monthly Service	42310	05/13/2016	04/13/2016	72.32
	AT&T	2016 - 231723158504	Monthly Service	42310	05/13/2016	04/13/2016	75.46
	AT&T	2016 - 231398067904	Monthly Service	42310	05/13/2016	04/13/2016	601.49
	AT&T	1888811304	Monthly Service	42310	05/19/2016	04/19/2016	476.73
							1,306.22
101-265-920.441	Gas - DPW						
	DTE ENERGY		Gas Usage - 280 Washington St	42321	05/07/2016	04/07/2016	1,245.33
							1,245.33
101-265-920.446	Gas - Bridge						
	DTE ENERGY		Gas Usage - 51 Maple St	42321	05/12/2016	04/12/2016	266.34
							266.34
101-265-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42318	04/25/2016	03/31/2016	20.93
							20.93
							Total Dept. MUNICIPAL BUILDINGS: 3,014.52
Dept: 285 CITY ENGINEER							
101-285-801.000	Professional Ser						
	SPICER GROUP INC	180376	General Engineering	20160175	03/24/2016	03/24/2016	1,000.00
							1,000.00
							Total Dept. CITY ENGINEER: 1,000.00
Dept: 290 BOARDS & COMMISSI							
101-290-887.000	Planning Commi						
	MICHIGAN ASSOC. OF PLANI	01095 - 2016	Membership Renewal	42336	04/05/2016	04/05/2016	378.00
							378.00
101-290-889.000	Zoning Board of,						
	MICHIGAN ASSOC. OF PLANI	01095 - 2016	Membership Renewal	42336	04/05/2016	04/05/2016	216.00

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							216.00
tal Dept. BOARDS & COMMISSIONS:							594.00
Dept: 301 POLICE							
101-301-715.000	Uniform & Cleani						
	MANISTEE CLEANING SOLU	Mar 2016	Uniform Cleaning	42330	04/05/2016	04/05/2016	163.20
	NYE UNIFORM COMPANY	551479	Life Saving Pin	42341	05/04/2016	04/04/2016	44.60
	NYE UNIFORM COMPANY	552240	Caps	42341	05/14/2016	04/14/2016	126.81
							334.61
101-301-728.000	SUPPLIES - Ope						
	CHIEF \ LAW ENFORCEMEN	107309	Strion HPL Recharge	42315	05/18/2016	04/18/2016	140.88
	CMP DISTRIBUTORS, INC.	47622	Mace Spray Pouch	42317	05/19/2016	04/19/2016	24.95
	JACKPINE BUSINESS CENTE	400564-0	Task Chair	42325	05/06/2016	04/06/2016	259.90
	JACKPINE BUSINESS CENTE	38510	Domestic Assault Victim	42325	05/12/2016	04/12/2016	97.30
	JACKPINE BUSINESS CENTE	401223-0	Staple Remover, Tape Disp,	42325	05/22/2016	04/22/2016	12.63
	STATE OF MICHIGAN		Notary Applicaton - C. Hethorn	42348	04/26/2016	04/26/2016	10.00
	WAHR HARDWARE, INC.	C79894	Plastic Bonder	20160177	04/30/2016	03/31/2016	7.79
	WAHR HARDWARE, INC.	C81806	Freight	20160177	05/21/2016	04/21/2016	29.50
							582.95
101-301-801.000	Professional Ser						
	STATE OF MICHIGAN - MSP	551-461046	SOR Registration	42350	02/08/2016	02/08/2016	210.00
	STATE OF MICHIGAN - MSP	551-462512	SOR Registration	42350	03/07/2016	03/07/2016	210.00
	STATE OF MICHIGAN - MSP	551-465012	SOR Registration	42350	04/06/2016	04/06/2016	120.00
							540.00
101-301-831.000	Contractual Repa						
	CORE TECHNOLOGY CORPC	65893	CSB Subscription Access,	20160163	04/11/2016	04/11/2016	3,240.00
	KOPY SALES INC.	99936	Cost Per Copy - Police	20160168	04/16/2016	04/06/2016	46.49
							3,286.49
101-301-870.000	Memberships & [
	NORTHERN MICHIGAN ASSC	2016	Membership - D. Bachman	42340	05/25/2016	04/25/2016	50.00
							50.00
101-301-874.000	Retire. Costs - Bl						
	RILEY/JOHN S//		In Lieu of Blue Cross Insuranc	20160172	04/25/2016	04/25/2016	250.00
							250.00
101-301-930.000	Repairs & Mainte						
	AUTO VALUE \ AUTO-WARES	256-910288	Pigtail & Socket, Rapid Fix	42311	04/27/2016	03/28/2016	35.38
	AUTO VALUE \ AUTO-WARES	256-911728	Flat Wiper Blade	42311	05/13/2016	04/13/2016	15.49
	L-3 COM MOBILE-VISION INC	0238791-IN	Service Labor	42328	05/11/2016	04/11/2016	153.00
	MANISTEE TIRE SERVICE	42758	Summer Tires On - Mount/	42334	05/20/2016	04/20/2016	60.00
	MANISTEE TIRE SERVICE	41449	Summer Tires On - Mount/	42334	05/21/2016	04/21/2016	72.00
	MANISTEE TIRE SERVICE	42805	Summer Tires On - Mount/	42334	05/22/2016	04/22/2016	72.00
	NAPAAUTO PARTS	210033	Air Filter	42339	03/29/2016	03/29/2016	7.77
							415.64
Total Dept. POLICE:							5,459.69
Dept: 336 FIRE							
101-336-715.000	Uniform & Cleani						
	NYE UNIFORM COMPANY	548807	EMT Pant - H. Darling	42341	05/04/2016	04/04/2016	54.50
	NYE UNIFORM COMPANY	548803	EMT Pant - C. Jeffries	42341	05/04/2016	04/04/2016	124.45
	NYE UNIFORM COMPANY	548802	Shirt - D. Dominick	42341	05/04/2016	04/04/2016	84.00
	NYE UNIFORM COMPANY	5488001	Shirt - J. Henderson	42341	05/04/2016	04/04/2016	69.00
	NYE UNIFORM COMPANY	548800	Shirt - M. Cameron	42341	05/04/2016	04/04/2016	69.00
	SNYDER SHOE CORP	20202	Shoes - Darling	42346	04/27/2016	03/28/2016	150.00
	SPORTS INK SCREEN PRINT	5124	Fire/EMS T-Shirts	42347	03/03/2016	03/03/2016	146.88
	TELE-RAD INC.	871782	Tactical Polos, EMS Pans	20160176	04/15/2016	03/31/2016	543.89

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							1,241.72
101-336-728.000	SUPPLIES - Ope						
	ACE HARDWARE & HOME CI	149473	Dropcloth	42306	05/06/2016	04/06/2016	17.94
	ACE HARDWARE & HOME CI	149747	Jnt Cmpnd	42306	05/13/2016	04/13/2016	9.99
	ACE HARDWARE & HOME CI	149754	Credit - Jnt Cmpnd	42306	05/13/2016	04/13/2016	-9.99
							17.94
101-336-732.000	SUPPLIES - Mec						
	DXE MEDICAL INC	544637	CBL 5 V-Lead MRX	42322	01/21/2016	12/22/2015	113.00
	J & B MEDICAL SUPPLY	2777779	Primary Administration Set	20160167	04/06/2016	03/07/2016	337.88
							450.88
101-336-801.000	Professional Ser						
	ACCUMED GROUP/THE//	13321	Billing Service Fee (EMS)	42305	04/01/2016	04/01/2016	1,991.34
	DOUGLASS SAFETY SYSTEM	38048	Annual Maint on Spare Facemask	20160164	04/29/2016	03/30/2016	80.00
							2,071.34
101-336-831.000	Contractual Repa						
	KOPY SALES INC.	99933	Cost Per Copy - Fire	20160168	04/16/2016	04/06/2016	40.46
	NORTHERN FIRE & SAFETY	281994	SCBA Hydro Test & Recharge,	20160170	04/22/2016	04/22/2016	217.50
	NORTHERN FIRE & SAFETY	281993	Fire Ext Maint, SCBA Hydro-	20160170	04/22/2016	04/22/2016	143.50
	NORTHERN FIRE & SAFETY	281992	Fire Ext Recharge	20160170	04/22/2016	04/22/2016	364.00
							765.46
101-336-874.000	Retire. Costs - Bl						
	JANOWIAK/DANIEL J//		In Lieu of Blue Cross Insuranc	42326	04/25/2016	04/25/2016	250.00
	MODJESKI/MARK A//		In Lieu of Blue Cross Insuranc	42337	04/25/2016	04/25/2016	250.00
	SCRIMGER/SID//		In Lieu of Blue Cross Insuranc	20160173	04/25/2016	04/25/2016	250.00
	SMITH/TIMM H//		In Lieu of Blue Cross Insuranc	20160174	04/25/2016	04/25/2016	250.00
	TABACZKA/JERRY J//		In Lieu of Blue Cross Insuranc	42351	04/25/2016	04/25/2016	250.00
							1,250.00
101-336-930.000	Repairs & Mainte						
	ACE HARDWARE & HOME CI	149581	Drywall Sanding Sponge	42306	05/08/2016	04/08/2016	6.49
	AUTO VALUE \ AUTO-WARES	256-911180	12V 1000 CCA, Core	42311	05/06/2016	04/06/2016	304.95
	BOB'S ROOFING COMPANY I	61640	Roof Leak - Fire Dept	42313	03/31/2016	03/31/2016	224.66
	PRAXAIR DISTRIBUTION INC	72715953	Oxygen	20160171	03/29/2016	03/29/2016	53.20
	WEST SHORE FIRE, INC.	11200	Ladder Truck Repair	42356	05/19/2016	04/19/2016	7,635.52
							8,224.82
101-336-970.000	Capital Outlay - t						
	CLEAN AIR CONCEPTS	PSI16-0238	Exhaust System	42316	03/17/2016	03/17/2016	689.10
							689.10
							Total Dept. FIRE: 14,711.26
Dept: 441 PUBLIC WORKS							
101-441-728.000	SUPPLIES - Ope						
	STATE OF MICHIGAN	2016 MIDEAL-281	2016 MIDEAL	42349	05/01/2016	04/01/2016	180.00
							180.00
101-441-930.000	Repairs & Mainte						
	WAHR HARDWARE, INC.	C58819	Bolts	20160177	08/23/2015	07/24/2015	2.40
							2.40
101-441-985.000	Lease Purchase						
	US BANK EQUIPMENT FINAN	302581111	Kyocera Copier - DPW	42353	04/15/2016	04/15/2016	125.90
							125.90
							Total Dept. PUBLIC WORKS: 308.30
Dept: 748 COMMUNITY DEVELO							
101-748-831.000	Contractual Repa						

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Date: 04/27/2016

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Invoice Date	Amount
	KOPY SALES INC.	99932	Cost Per Copy - Comm Dev	20160168	04/16/2016	04/06/2016	19.54
							19.54
101-748-870.000	Memberships & [
	MICHIGAN ASSOC. OF PLANI	01095 - 2016	Membership Renewal	42336	04/05/2016	04/05/2016	56.00
							56.00
							COMMUNITY DEVELOPMENT OFFICE: 75.54
Dept: 751 PARKS & RECREATIOI							
101-751-920.000	Gas						
	DTE ENERGY		Gas Usage - 580 Maple St	42321	05/06/2016	04/06/2016	72.44
							72.44
101-751-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42318	04/25/2016	03/31/2016	92.98
							92.98
							Total Dept. PARKS & RECREATION: 165.42
							al Fund GENERAL FUND: 42,425.48
Fund: 204 STREET IMPROVEMEI							
Dept: 000							
204-000-984.000	Capital Outlay - "						
	ANTHONY'S OUTDOOR SER'	1883	50% Down - Tree Planting	42308	04/25/2016	04/25/2016	4,691.50
							4,691.50
							Total Dept. 000: 4,691.50
							ET IMPROVEMENT FUND: 4,691.50
Fund: 275 GRANT MANAGEMEN							
Dept: 902 OTHER GRANTS							
275-902-970.004	FEMA Grant - Fir						
	CLEAN AIR CONCEPTS	PSI16-0238	Exhaust System	42316	03/17/2016	03/17/2016	13,092.90
							13,092.90
							Total Dept. OTHER GRANTS: 13,092.90
							NT MANAGEMENT FUND: 13,092.90
Fund: 296 RAMSDELL THEATRE							
Dept: 000							
296-000-728.000	SUPPLIES - Ope						
	JACKPINE BUSINESS CENTE	400890-0	65# White Cover, Paper	42325	05/13/2016	04/13/2016	11.08
	OLESON'S FOOD STORES	#6399 - 04/19/16	Foam Cups	42342	05/19/2016	04/19/2016	1.79
							12.87
296-000-752.000	Ramsdell - Movie						
	METROPOLITAN OPERAASS	HD24716	Ramsell - Roberto Devereux	20160169	04/18/2016	04/18/2016	365.00
							365.00
296-000-753.000	Ramsdell - Perfo						
	MYNORTH MEDIA	2016-80420	MyNorth Tickets	42338	05/11/2016	04/11/2016	158.25
							158.25
296-000-850.000	Phone						
	AT&T	2016 - 231398075404	Monthly Service	42310	05/13/2016	04/13/2016	156.30
							156.30
296-000-920.000	Gas						

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Invoice Date	Amount
	DTE ENERGY		Gas Usage - 101 Maple St	42321	05/12/2016	04/12/2016	1,122.84
							1,122.84
						Total Dept. 000:	1,815.26
						nd RAMSDELL THEATRE:	1,815.26
Fund: 508 BOAT RAMP FUND							
Dept: 000							
508-000-728.000	SUPPLIES - Ope						
	WAHR HARDWARE, INC.	D41370	Padlock	20160177	05/22/2016	04/22/2016	8.99
							8.99
508-000-850.000	Phone						
	AT&T	2016 - 231398258504	Monthly Service	42310	05/13/2016	04/13/2016	96.31
							96.31
508-000-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42318	04/25/2016	03/31/2016	57.08
							57.08
						Total Dept. 000:	162.38
						Fund BOAT RAMP FUND:	162.38
Fund: 573 WATER & SEWER UTIL							
Dept: 541 ADMINISTRATION							
573-541-802.000	Attorney						
	DICKINSON WRIGHT PLLC	1074377	Professional Services	42319	04/20/2016	04/20/2016	95.00
							95.00
573-541-850.000	Phone						
	AT&T	2016 - 231723149604	Monthly Service	42310	05/13/2016	04/13/2016	66.96
	AT&T	2016 - 231398303104	Monthly Service	42310	05/13/2016	04/13/2016	66.96
	AT&T	2016 - 231723149704	Monthly Service	42310	05/13/2016	04/13/2016	1,807.32
	VERIZON WIRELESS	9762398770	Monthly Service - WWTP	42354	03/19/2016	03/19/2016	30.44
							1,971.68
573-541-900.000	Printing & Publis						
	PRINTING SYSTEMS, INC.	94755	Utility Bills - FB Laser	42344	05/05/2016	04/05/2016	807.10
							807.10
						Total Dept. ADMINISTRATION:	2,873.78
Dept: 542 WATER OPERATION							
573-542-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42318	04/25/2016	03/31/2016	3,192.30
							3,192.30
						Total Dept. WATER OPERATION:	3,192.30
Dept: 543 SEWER - WWTP							
573-543-920.000	Gas						
	DTE ENERGY		Gas Usage - 15 9th St	42321	05/15/2016	04/15/2016	1,027.21
							1,027.21
573-543-925.000	Electric						
	CONSUMERS ENERGY		Electric Usage	42318	04/25/2016	03/31/2016	7,683.97
							7,683.97
						Total Dept. SEWER - WWTP:	8,711.18
Dept: 574 DEBT SERVICE							

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573-574-995.008	2005 W/S Refun BANK OF NEW YORK MELLON	MANISTEE05RF - Apr 16	IMMS 2233148400 - Interest	42312	04/05/2016	04/05/2016	61,491.25
							61,491.25
573-574-995.015	2015 W/S Reven BANK OF NEW YORK MELLO	MANIST15 - Apr 16	IMMS 5335268400 - Interest	42312	04/05/2016	04/05/2016	43,375.00
							43,375.00
							Total Dept. DEBT SERVICE: 104,866.25
							WATER & SEWER UTILITY: 119,643.51
Fund: 594 MARINA FUND							
Dept: 000							
594-000-728.000	SUPPLIES - Ope PIONEER GROUP/THE//	#42102299 - 04/15/16	Advertisement - Public Safety	42343	05/05/2016	04/15/2016	121.40
							121.40
							Total Dept. 000: 121.40
							Total Fund MARINA FUND: 121.40
Fund: 705 DELINQUENT TAX COL							
Dept: 000							
705-000-215.000	Due DDA DOWNTOWN DEVELOPMEN		Delq Pers Prop Tax	42320	05/26/2016	04/26/2016	646.07
							646.07
705-000-221.000	Due City CITY OF MANISTEE GENERA		Delq Pers Prop Tax - Ops	20160162	04/26/2016	04/26/2016	1,110.09
							1,110.09
705-000-221.001	Due Refuse CITY OF MANISTEE COMMOI		Delq Pers Prop Tax - Refuse	20160161	04/26/2016	04/26/2016	80.24
							80.24
705-000-221.002	Due City Admin CITY OF MANISTEE GENERA		Delq Pers Prop Tax - Admin	20160162	04/26/2016	04/26/2016	29.45
							29.45
705-000-221.003	Due City Pen\Int CITY OF MANISTEE GENERA		Delq Pers Prop Tax - Int/Pen	20160162	04/26/2016	04/26/2016	377.74
							377.74
705-000-222.000	Due County MANISTEE COUNTY TREASL		Delq Pers Prop Tax	42332	04/26/2016	04/26/2016	344.04
							344.04
705-000-225.002	Due MAPS Ops MANISTEE AREA PUBLIC SCI		Delq Pers Prop Tax - Ops	42329	05/26/2016	04/26/2016	666.21
							666.21
705-000-225.003	Due MAPS Bond MANISTEE AREA PUBLIC SCI		Delq Pers Prop Tax - Debt	42329	05/26/2016	04/26/2016	250.01
							250.01
705-000-228.000	Due State of Mich MANISTEE COUNTY TREASL		Delq Pers Prop Tax - SET	42332	04/26/2016	04/26/2016	256.28
							256.28
705-000-234.000	Due to Intermedi MANISTEE INTERMEDIATE S		Delq Pers Prop Tax	42333	05/26/2016	04/26/2016	91.45

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Fund/Dept/Acct	Vendor Name	Invoice #	Invoice Desc.	Check #	Due Date	Invoice Date	Amount
							91.45
705-000-235.000	Due Community WEST SHORE COMMUNITY C		Delq Pers Prop Tax	42355	05/26/2016	04/26/2016	54.50
							54.50
						Total Dept. 000:	3,906.08
						DELINQUENT TAX COLLECTION:	3,906.08
						Grand Total:	185,858.51

Recap by Fund

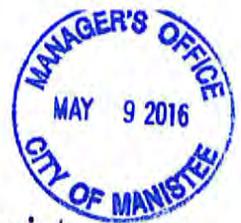
Fund #	Fund Name	Amount To Pay	Amount To Relieve
101	GENERAL FUND	42,425.48	0.00
204	STREET IMPROVEMENT FUND	4,691.50	0.00
275	GRANT MANAGEMENT FUND	13,092.90	0.00
296	RAMSDELL THEATRE	1,815.26	0.00
508	BOAT RAMP FUND	162.38	0.00
573	WATER & SEWER UTILITY	119,643.51	0.00
594	MARINA FUND	121.40	0.00
705	DELINQUENT TAX COLLECTION	3,906.08	0.00
	Grand Total:	185,858.51	0.00

MEMO TO: Thad Taylor, City Manager
FROM: Jeffrey W. Mikula, Public Works Director
DATE: May 9, 2016
SUBJECT: Manistee High School Track

JWM



**Public Works
231-723-7132**



I have served on the Committee to finance and install a new track at Manistee High School for the past year. Several site locations were reviewed and evaluated with the school, committee and the Engineers. The selected site is directly south of the High School in the current location of two practice fields. The optimum location of the track would require a retaining wall along their west property line. The cost of the retaining wall is estimated at \$30,000. The property line is common to the school and the City. That is, the City owns the property west of the proposed track and is the location of Water Well #7.

We have reviewed the City property and believe grading could easily be accomplished to remove the necessity of the retaining wall. The well is approximately 180 ft from the property line. The school is proposing to slope less than 40 feet.

We do not foresee any negative impacts on the well site and recommend approving the License agreement.

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (this "License" or this "Agreement") entered into on the ____ day of _____, 2016, by and between the **City of Manistee**, a Michigan municipal corporation, of 70 Maple Street, Manistee, MI 49660, hereinafter referred to as "Grantor" and **Manistee Area Public Schools**, a Michigan general powers school district organized and operating under the provisions of the Revised School Code, MCL 380.1, *et seq.*, as amended, of 550 Maple Street, Manistee, MI 49660, hereinafter referred to as "Grantee" (individually, a "Party" and collectively, the "Parties").

WITNESSETH:

WHEREAS, Grantee is the owner of the following described lands situated in the Township of Filer, County of Manistee, State of Michigan, and further described as:

S 33 FT OF W 1/2 SE 1/4 SE 1/4 SEC 11; ALSO N 33 FT OF W 417.71 FT OF E 700.67 FT OF NE 1/4 NE 1/4 SEC 14; ALSO PT NE 1/4 OF SD SEC 14, COM AT NE COR OF SD SEC, TH N 89 DEG 53 MIN 23 SEC W 700.99 FT TO POB, TH S 1320.05 FT, TH N 89 DEG 44 MIN 04 SEC W 619.02 FT, TH N 1318.38 FT, TH S 89 DEG 53 MIN 23 SEC E 620.67 FT TO POB; ALSO NW 1/4 NE 1/4 SEC 14, INCLUDING PLAT OF HADSELL VILLAGE, EXC COM AT SW COR OF NW 1/4 NE 1/4, TH N 400 FT, TH E 500 FT, TH S 400 FT, TH W 500 FT TO POB. SEC 11 & 14 T21N R17W

Parcel No. 51-51-311-475-20 (the "Grantee's Property").

WHEREAS, Grantor is the owner of certain land adjacent to Grantee's Property and located in the Township of Filer, County of Manistee, State of Michigan, and further described as:

COM 400 FT N OF SW COR N 1/2 NE 1/4 FOR POB. E 500 FT, S 400 FT, W 500 FT, S 200 FT, W 400 FT, N 975.5 FT, W 260 FT, N 330 FT, E TO N-S 1/4, S TO POB SEC 14 T21N R17W

Parcel No.51-06-114-125-02 (the "Grantor's Property").

WHEREAS, the Grantee anticipates constructing an athletic track upon the Grantor's Property and adjacent to the Grantor's Property. The proposed track to be constructed includes planned sloping of Grantor's Property to stabilize and protect the athletic track, which sloping is to extend upon Grantor's Property as is more particularly described in the attached drawings marked collectively as Exhibit "A"; and

WHEREAS, Grantor desires to grant to Grantee a license to permit Grantee access to Grantor's Property to construct and maintain the planned sloping.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Grantor hereby grants to Grantee a license for the purpose of allowing access to Grantor's Property in the location depicted on Exhibit "A", to grade and maintain the land for protection of the construction of an athletic track as depicted.

2. The size and location of the area depicted on Exhibit "A" shall not be increased or changed, except with the express prior written consent of Grantor. Grantee shall have the limited right to enter into and upon Grantor's Property as described above to, construct or maintain the Property, as described in this License. Any damage to Grantor's Property occasioned by Grantee's construction or maintenance of the land grading described in this License shall be repaired at Grantee's cost.

3. Should Grantee fail to construct the athletic track by December 20, 2017, then this License shall terminate. The Grantee may, at its expense, record with the Manistee County, Michigan, Register of Deeds, but if the License terminates as provided herein, or is terminated upon the Agreement of the parties, the Grantee agrees to produce and record, at its expense, subject to the review and approval of Grantor, an appropriate document evidencing the termination of this License.

4. Grantee shall indemnify and hold harmless Grantor from and against any and all claims, damages, causes of action, costs, expenses and actual attorney fees for any injury to persons (including death), or damages to property arising from or in any way relating to the use, construction or maintenance of the property described in this License.

5. This Agreement constitutes the entire agreement between the parties and there are no prior or contemporaneous written or oral agreements not set forth herein.

6. This Agreement may not be altered or amended, except by another suitable instrument, in writing and signed by all parties.

7. This Agreement shall be interpreted and construed in accordance with the laws of the State of Michigan.

8. Unless terminated as provided herein or by the mutual agreement of the parties, this License shall be permanent, shall be binding upon the Parties hereto and their successors and assigns, and shall run with the land described.

Dated: _____

GRANTOR:

**CITY OF MANISTEE,
a Michigan municipal corporation**

BY: _____

Colleen Kenny

Its: Mayor

BY: _____

Michelle Wright

Its: Clerk

STATE OF MICHIGAN)
) SS.
COUNTY OF MANISTEE)

On _____, 2016, before me, a Notary Public in and for said County, personally appeared **Colleen Kenny and Michelle Wright, Mayor and Clerk, respectively**, of the **City of Manistee**, a Michigan municipal corporation, to me known to be the same persons described in and who executed the within instrument, who acknowledged the same to be the free act and deed for and on behalf of the City of Manistee, a Michigan municipal corporation.

Notary Public, Manistee County, MI
My Commission Expires: _____

Dated: 5/11/16

GRANTEE

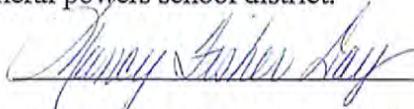
MANISTEE AREA PUBLIC SCHOOLS,
a Michigan general powers school district

By: 
Ronald Stoneman
Its: Superintendent of Schools

STATE OF MICHIGAN)
) SS.
COUNTY OF MANISTEE)

On MAY 11, 2016, before me, a Notary Public in and for said County, personally appeared Ronald Stoneman, Superintendent of Schools, Manistee Area Public Schools, a Michigan general powers school district, to me known to be the same person described in and who executed the within instrument, who acknowledged the same to be his free act and deed of the Manistee Area Public Schools, a Michigan general powers school district, and executed for and on behalf of the Board of Education for Manistee Area Public Schools, a Michigan general powers school district.

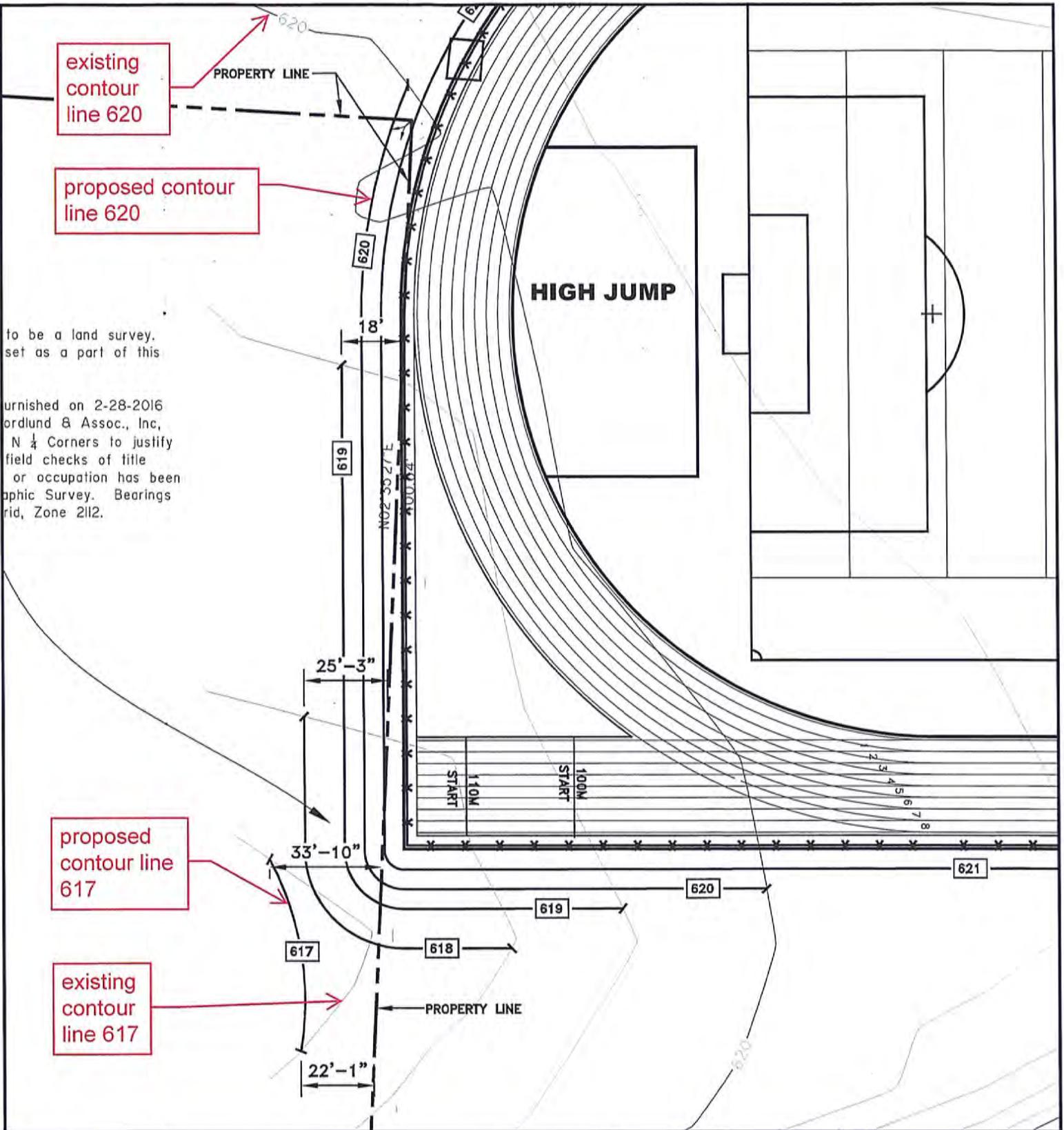
NANCY FISHER DAY
Notary Public-State of Michigan
County of Manistee
My commission expires 12/14/2021
Acting in the County of Manistee


Notary Public, Manistee County, MI
My Commission Expires: 12/14/2021

Prepared by:
Mika Meyers, PLC
BY: GEORGE V. SAYLOR, III
Attorneys at Law
414 Water Street
Manistee, MI 49660
(231) 723-8333

After Recording Return To:
Manistee Area Public Schools
Attn: Howard Vaas
550 Maple Street
Manistee, MI 49660-1898

w:\wdsystem\wddocs\cliedoc\2072\1\01218262.doc



to be a land survey.
set as a part of this

urnished on 2-28-2016
ordlund & Assoc., Inc,
N ¼ Corners to justify
field checks of title
or occupation has been
aphic Survey. Bearings
rid, Zone 2112.

existing
contour
line 620

proposed contour
line 620

proposed
contour line
617

existing
contour
line 617

PROJECT: MANISTEE HIGH SCHOOL

**OWNER: MANISTEE AREA PS
550 MAPLE STREET
MANISTEE, MI 49660**

**ISSUED FOR:
GRADING EASEMENT**

2016 TRACK CONSTRUCTION

**REFERENCE SHEET:
L0.01 & L1.01**



ATHLETIC FACILITY PLANNING *SITE PLANNING *
CONSULTING * LANDSCAPE ARCHITECTURE
3269 COOLIDGE HWY * BERKLEY, MI 48072
PH. 248.547.7757 * FAX 248.547.0218
WWW.FORESITEDESIGN.COM

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**DATE:
3/8/16**

**DRAWN BY:
HCD**

DRAWING NUMBER:

SK.1

Memorandum



TO: Thad Taylor, City Manager

FROM: Denise Blakeslee, Planning & Zoning Administrator 

DATE: May 10, 2016

RE: Submission of the draft Master Plan to City Council

Denise Blakeslee
Planning & Zoning
Administrator
70 Maple Street
Manistee, MI 49660
231.398.2805
dblakeslee@manisteemi.gov
www.manisteemi.gov

Thad, since 2013 the Planning Commission has been working to draft a new Plan. The plan was being prepared in house until 2015 when the City contracted with the County Planning Department to perform a final public input session, provide the maps and complete the plan.

The plan was developed using input received at a visioning session, online survey and charrette. The planning commission used this public input to develop a future land use plan, goals and tasks for implementation.

The Planning Enabling Act requires the plan to be submitted to City Council for review and comment and gives Council the option to have final approval of the plan. In the event that City Council asserts the right to have final approval of the plan at right a resolution has been prepared. The process of adopting a master plan shall not proceed further unless the City Council approves the distribution of the proposed master plan. After Council approval:

- The plan will be distributed for review and comment for a minimum of 63 days.
- After the expiration of the 63 days the Planning Commission will hold a Public Hearing and at that time could adopt the plan. ***This is the final step unless City Council adopts a resolution asserting the right to have final approval of the plan.***
- If Council adopts the resolution the final step would be submission of the plan to City Council for adoption.

There are three items remaining for the City to obtain certification in the Redevelopment Ready Communities Program. The adoption of the Master Plan will meet two of the three remaining items'.

1. Update the City's Master Plan as out lined in RRC Best Practice 1.1
2. Update the City's 2008-2013 Downtown Strategic Plan as outlined in RRC Best Practice 1.1. ***Section 2.6: Central Business District (CBD) of the plan was drafted to meet the requirement for a downtown plan. Staff worked with the team at RRC to include the necessary language to meet this requirement.***
3. Perform an in-depth review of the Zoning Ordinance. This will be completed after adoption of the Master Plan. ***Last item needed for certification. Staff is working with RRC to have a consultant perform the review and make recommendations.***



RESOLUTION
City of Manistee Master Plan

Upon motion made by _____, seconded by _____ the following Resolution was adopted:

WHEREAS, in 2013 the City of Manistee Planning Commission began working to draft a new Master Plan, and

WHEREAS, the plan was developed using input received at a visioning session, online survey and charrette, and

WHEREAS, the Planning Commission used this public input to develop a future land use plan, goals and tasks for implementation, and

WHEREAS, on the May 5, 2016 Planning Commission determined the plan was to be submitted for City Council to review the plan as required under Planning Enabling Act, and

WHEREAS, the Master Plan was submitted to City Council for their review on May 17, 2016, and

WHEREAS, the process of adopting a Master Plan shall not proceed further unless the City Council approves the plan and authorizes the distribution of the plan, and

WHEREAS, City Council has the right to adopt a resolution asserting their right to have final approval of the Master Plan, and

NOW, THEREFORE BE IT RESOLVED the City of Manistee, City Council hereby approves the Master Plan and authorizes distribution of the plan for public review and comment, and

BE IT FURTHER RESOLVED that City Council asserts their right to have final review and adoption of the Master Plan.

Colleen Kenny, Mayor Dated

ATTESTED:

Michelle Wright, City Clerk Dated



Master Plan

Adopted Date

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Acknowledgments:

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CHAPTER 1: INTRODUCTION

Section 1.1 Necessity to Plan and Master Plan Authority

This Master Plan represents the efforts of citizens, local and appointed officials and reflects the community's deep concern to maintain the unique features, small town charm and historic character we have come to know as the City of Manistee. The plan illustrates a strong commitment to strengthen the quality of life for all residents and visitors alike. The Plan is a policy document which sets forth the recommendations for the future, generally with a vision of a 5 to 10 year time frame. The Plan used in conjunction with the City of Manistee Zoning Ordinance will assist in guiding future land use development in the City of Manistee.

The City of Manistee has a long history of master planning. This instrument reflects an update to the Master Plan previously in place. As with prior updates, the new Master Plan builds on the solid planning foundation established by the City.

The Master Plan serves many functions and is to be used in a variety of ways:

- The Plan is a general statement of the City's goals and policies. It provides a single, master view of the community's desires for the future.
- The Plan provides information for departments, agencies and organizations within the City of Manistee which should be utilized in development work plans for implementation of goals and tasks set forth in the plan.
- The Plan serves as an aid in daily decision-making. The goals and policies outlined in the Plan guide the Planning Commission and City Council in their deliberations on zoning, subdivision, capital improvements and other matters relating to land use and development. The Plan provides a stable, long-term basis for decision-making which will provide a balance of high and low density housing, commercial, and industrial land use and an orderly process for land use planning.
- The Plan provides the statutory basis upon which zoning decisions are based. The Michigan Planning Enabling Act (P.A. 33 of 2008, as amended) requires that the zoning ordinance be based upon a plan designed to promote the public health, safety and general welfare. It is important to note that the Master Plan and accompanying maps do not replace other City Ordinances, specifically the Zoning Ordinance and Map. Zoning is only one of the many legal devices used to implement the Master Plan.
- The Plan attempts to coordinate public improvements and private developments. For example, public investments such as road or sewer and water improvements should be located in areas identified in the Plan as resulting in the greatest benefit to the City and its residents.
- Finally, the Plan serves as an educational tool and gives citizens, property owners, developers and adjacent communities a clear indication of the City's direction for the future.

In summation, the City of Manistee Master Plan, along with the Council Strategic Plan is the only officially adopted document which sets forth an agenda for the achievement of goals and policies related to land use. It is a long range statement of general goals and policies aimed at the unified and coordinated development of the City of Manistee. It helps develop a balance of orderly change in a deliberate and controlled manner which permits controlled growth. As such, it provides the basis upon which zoning and land use decisions are made.

Section 1.2 Methodology

The development of the City of Manistee Master Plan began in 2014 with inclusion of the City of Manistee in the

Lakes to Land Regional Initiative, which sought to develop Master Plans for communities along the Lake Michigan lakeshore in Manistee and Benzie Counties. The City of Manistee Planning Department had developed a base document as a participant in the “Lakes to Land” regional initiative.

Public input sessions as well as a survey which garnered citizen input from the community occurred during the summer of 2014 and input received was tallied and summarized as a portion of the planning process. In 2015, the City of Manistee contracted with the Manistee County Planning Department to provide services for the completion of the base document. The document when received by the County Planning Department was well put together with substantial portions of the document completed. Staff of the Manistee County Planning Department sought to include more visual information in the forms of maps and graphs for placement within the plan as well as working to further garner citizen input for the development of goals and tasks for the plan.

In October of 2015 a final public input session was conducted at Manistee City Hall to add upon public input data already received from the previous public input sessions as well as the survey which was available online. The information was then added to the existing public input and reinforced much of what was gathered previously in terms of the desires of the residents of the City.

Plan development continued into 2016 when a draft plan was developed and provided to the City of Manistee Planning Commission for official review in February. Comments received by the Planning Commission were incorporated into the planning document and the final draft was developed which was released to the public for review on ???. Upon the completion of the public review period the City of Manistee Planning Commission held a public hearing on ??? for adoption of the Master Plan. The City of Manistee Master Plan was adopted by the Manistee City Planning Commission on ???. The final draft of the plan was then provided to the Manistee City Council for their approval, which was received on ???.

CHAPTER 2: COMMUNITY PROFILE

During the development of the Master Plan it was important that a general description of how Manistee has developed over the years be included in the plan providing the foundation for future development. This section includes a general description about Manistee and is not intended to be an inclusive inventory of all aspects of the community. It is designed to give a general impression of the natural features, sense of place, demographics, land use patterns and infrastructure and services that make up the City.

This section details the current conditions and trends in housing, commercial & industrial uses and population. The information gathered will be used for establishing the goals and tasks for the future land use map and plan and how they will be implemented.

The following sections include an overview of its subject matter and planning trends while trying to not “reinvent the wheel”. There have been many studies and reports pertaining to specific areas of the Community which are linked to the Master Plan; they are referenced instead of detailed within this plan.

Section 2.1: Manistee Past and Present

2.1.1 Historic Manistee Michigan

Organized in 1869, the City of Manistee was originally founded on one primary resource, timber. As more and more people flocked to work in one of the many sawmills (and later salt factories), the city began to see a large increase in its population with immigrants from Poland, Norway, Sweden, Denmark, Ireland, England, France, Germany all settling in Manistee.

With the owners of the sawmills and salt factories profiting from their businesses, many of them were able to construct large palatial homes in the southwestern portion of the City. Today, a good portion of these lumbermen’s mansions still stand today and provide the city with a distinct, historical character.

In addition, as the city grew, more infrastructure was accumulated and many of the same lumbermen and businessmen who constructed large residences also built buildings on the main street that follows the river, aptly named, River Street.

During the late 1860s, the River Street area was mainly peppered with wood structures. However, in October 1871, a large fire destroyed most of the town including the structures on River Street. Post-fire, the buildings were built with brick, populating the downtown district with Victorian style buildings that provide essential character to the city. In 1982, Manistee’s Central Business District was added to the list of the National Register of Historic Places further showcasing the distinct character of the City of Manistee as well as paying reverence to its abundant history. Many buildings outside the historic district are registered historic structures. Both the Historic District and historic structure by parcel can be found on map 2.1.

2.1.2 Planning Manistee

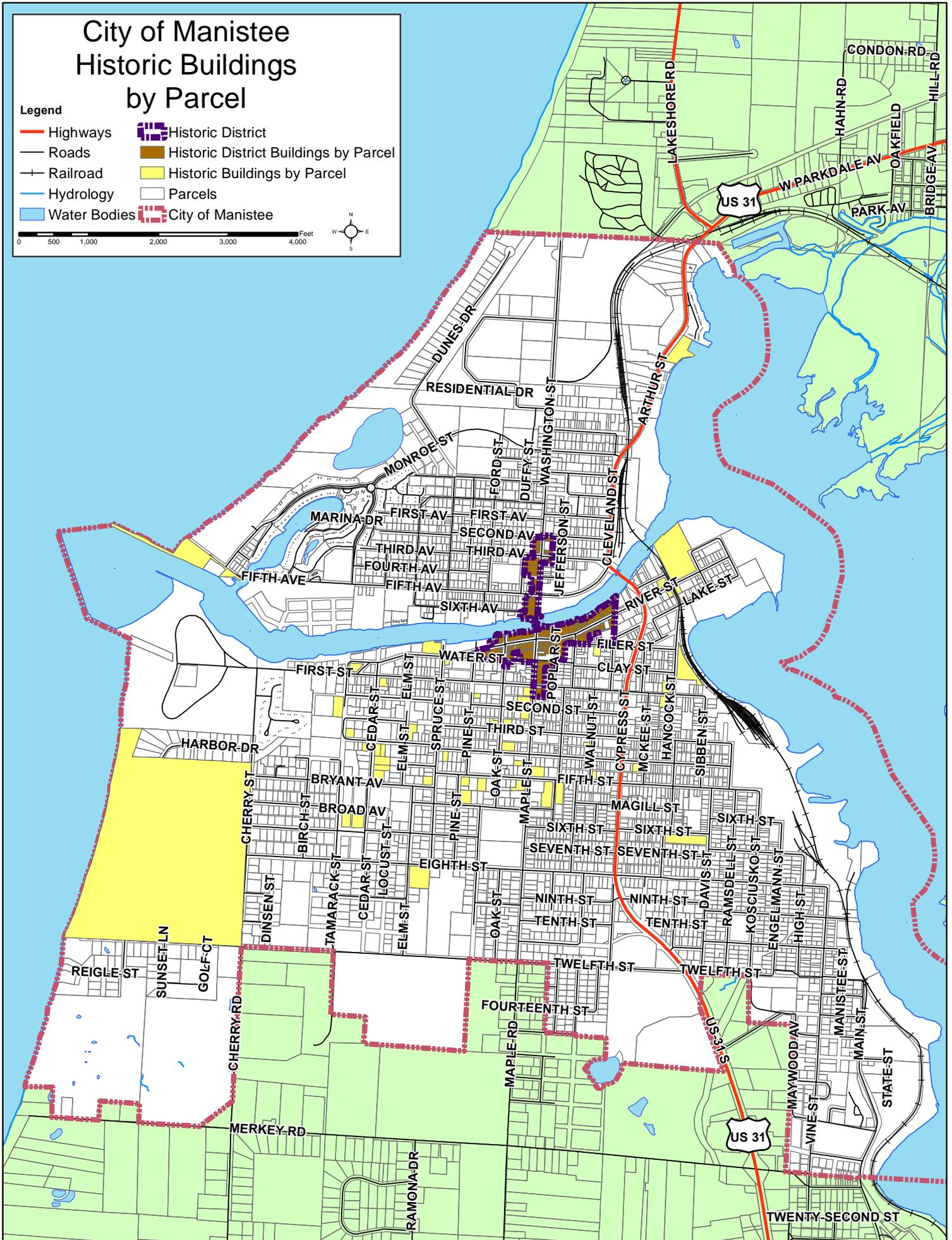
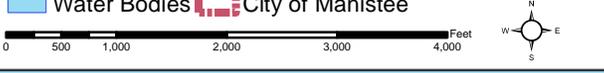
At the early stages of any planning activity, it is often useful to review past plans as a means to acquire historical perspective, and to set the context for the new plan. The insight gained through such a review often helps identify potential themes, topics and issues that may need to be revisited in the current work. It also helps establish a logical sense of continuity between past and present planning effort.



City of Manistee Historic Buildings by Parcel

Legend

- Highways
- Roads
- + Railroad
- Hydrology
- Water Bodies
- Historic District
- Historic District Buildings by Parcel
- Historic Buildings by Parcel
- Parcels
- City of Manistee



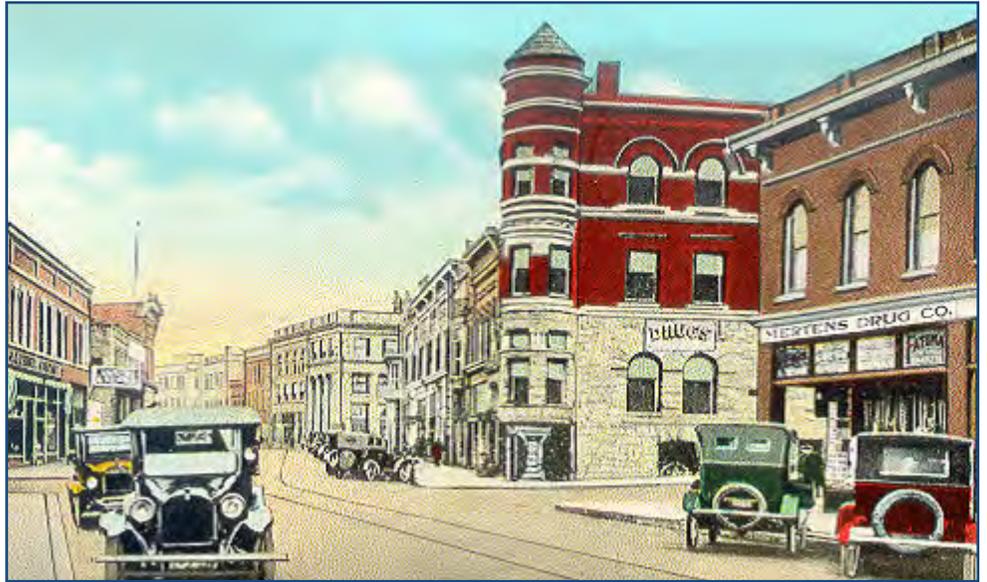
Map 2.1 Historic Features

1945

Although originally platted in the mid-19th Century, the City's first known master plan was prepared in 1945. Very general in scope, the major highlights of the plan were on selected roadway improvements and extensions. Somewhat typical of city plans of the era, the primary emphasis was on vehicle circulation; specifically the conversion of several streets into one-way streets, as well as the formal express of a 'Civic Center', consisting of City Hall, Library, and Courthouse. Interestingly, one of the problems which vexed planners even back then, were the awkward crossings of the rail and street systems in the vicinity of US-31. This is perhaps the common thread that links the City's earliest planning efforts with those of the more recent past.

1958

This year saw the adoption of the Transportation Plan for the City of Manistee. It was prepared by the same consultant who prepared the 1945 Master Plan, and expanded upon many of the same themes. Major plan recommendations were to widen and straighten the Manistee River channel in order to accommodate a new generation of larger Great Lakes freighters, and to construct an over-the-tracks grade separation for a proposed rerouted US-31 just north of the City limits.



1960

The Master City Plan was adopted during this year. Its major focus was on the need to develop and enforce subdivision regulations - a theme that was first raised briefly in the original 1945 Master Plan. The plan was also notable in that it was here that the recommendation was first made that a highway bypass should be developed in order to relieve congestion downtown. The plan also called for an additional bridge over the Manistee River at Tamarack Street, and other street connections to span gaps in the City's street grid.

1981

Focusing public attention on the value and techniques of historic preservation and urban design was the crux of the Manistee Downtown Preservation and Development Plan completed in 1981. This plan contains both a general urban design program to be applied city-wide, as well as specific building-by-building architectural guidelines including cost estimates. Much of this plan laid the groundwork for the subsequent National Register nomination of Manistee's Downtown, the establishment of the City's Downtown Development Authority (DDA), the development of the City's renowned riverwalk, and most recently, the streetscape improvements completed along River Street. Several other proposals presented in this plan have been successfully completed while many others have yet to be realized.



1988

As the predecessor of this plan and its point of departure, the Manistee Development Plan is the planning document that has guided the City from the late 1980's. Recognizing the challenges and development opportunities posed by the City's numerous waterfront properties, this plan identified seven "special planning districts" (SPDs) which were felt to warrant special planning treatment. All have water frontage, and most are conceived as multi-use districts consisting of public access areas, marinas, waterfront-appropriate commercial development, and housing of various densities. A major recommendation of the plan, and one which largely dictated the proposed treatments of at least two of the special districts, was the proposed relocations of the existing railroad right-of-way to the east side of Manistee Lake, and its replacement with a relocated US-31 business route. Also proposed to be relocated was the existing Consumer's Energy facility along the eastern shore of Manistee Lake (SPD-2). Much of what was called for in this plan has been achieved; however, the aforementioned relocations have not occurred thus forestalling several of the recommendations for the City's east side.

2002

In 2002 the Planning Commission adopted a new Master Plan to replace the Manistee Development Plan that had been in use since 1988. This plan was developed to take into consideration the current status and anticipated changes in the community. The plan was developed as a vision to incorporate the findings, recommendations, and strategies of the prior plans as well as current trends in the community. Incorporated in the plan was the recognition of Manistee's rich heritage and character, while setting new direction for growth and development.

2007 – 2013

In 2007 the Planning Commission began reviewing the Master Plan City of Manistee 2002 (prepared by Langworthy, Strader, LeBlanc and Associates, Inc.) and determined that revisions were needed. The Planning Commission continued their stewardship role in developing a plan that anticipates the future growth of the City while being sensitive to the unique character of the community. Careful consideration was given to balance the Commercial, Industrial and Tourism sectors of the Community. The goal was to establish this balance while ensuring the health, safety and welfare of citizens.

2.1.3 Manistee County Plans

1997

Manistee County's master land use plan was adopted in 1997 (Manistee County Land Use Plan) The plan's main emphasis is on economic development within the context of 'sustainable' land development practice. The plan goes to some lengths to state that these objectives should not be viewed as mutually exclusive. In this vein, the plan calls for the adequate allocation of lands for commercial and industrial expansion, along with streamlined permitting, but in discrete, centralized areas served by existing infrastructure. The plan specifically warns against 'strip' commercial development and other development practices that may over-strain public and natural resources. Through its stated objectives and land use recommendations, the plan affirms the role of the City of Manistee as the economic and administrative 'seat' of the County.

2009

Manistee County's most recent master plan was prepared in 2008 and adopted on January 20, 2009. The following is an excerpt from the County Plan which described who the plan was for. "Since Manistee County does not administer zoning regulations, and has no plans to do so in the future, a Basic Plan or "general plan" is what appears to be the best type of plan for the County. Therefore, this plan is primarily for county government, that is, the plan will serve as a guide to public investment and services provided by Manistee County. It will be used by the Board of Commissioners

and other agencies, departments and boards of the county for future decision making, capital budget planning, and a guide to where future services and facilities will be needed.

Of course, agencies related to local and county government, and state agencies will also use the plan as part of their decision making, facility and program planning.

One factor important to the planning commission is the ability to address “Issues of Greater Than Local Concern” with this plan. These are issues that cross political boundaries and may be beyond the ability or jurisdiction of local government to address. These concerns may be entirely within the boundaries of the county, or may even cross boundaries with adjacent counties, or may involve several counties. Therefore, this plan considers adjacent county growth policies and plans as well as those within the county.”

2016

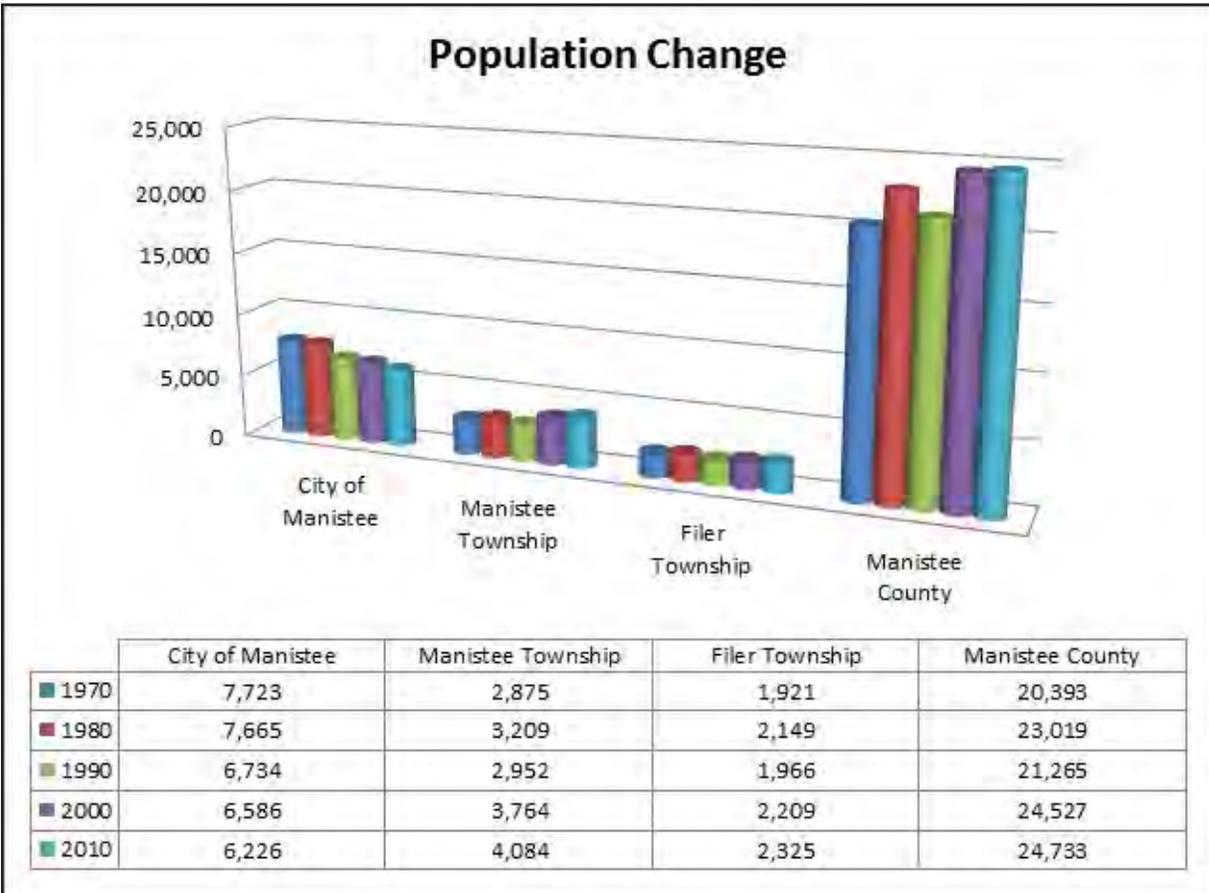
Manistee County embarked on a County-Wide Park and Recreation Planning Process which was initiated in 2014. The planning process resulted in the creation of Park and Recreation Plans for all communities within Manistee County. The City of Manistee, included in the planning process, adopted their Park and Recreation Plan which met all DNR State Guidelines in January of 2016. The State of Michigan then approved the County-Wide Park and Recreation Plan, and subsequently each of the plans for the communities contained within during March 2016.

Section 2.2: Community Enrichment and Social Patterns

2.2.1 Population Trends

The City of Manistee continues to house over one-fourth of the County population base. While the City's population count has been slowly declining over the past 50 years, our adjoining Townships have experienced an increase in population (notwithstanding a decrease in all units in the 1990 Census). This trend has been common for other small cities across the State. Over half of the County's population lives in the City of Manistee and our adjoining Townships (Manistee Township and Filer Township).

The population trends for the City, neighboring Townships and Manistee County as a whole are provided in graph 2.1 and table 2.1.



Graph 2.1 Population Change

	1970	1980	%	1990	%	2000	%	2010	%
City of Manistee	7,723	7,665	- .75	6,734	- 12.15	6,586	- 2.2	6,226	- 5.47
Manistee Township	2,875	3,209	+ 11.62	2,952	- 8.09	3,764	+ 27.51	4,084	+ 8.45
Filer Township	1,921	2,149	+ 11.87	1,966	- 8.56	2,209	+ 12.36	2,325	+ 5.25
Manistee County	20,393	23,019	+ 12.88	21,265	- 7.62	24,527	+ 15.34	24,733	+ .83

Table 2.1 Population Change

Seasonal Residents are often not reflected in Census Data. An analysis completed and released by Networks Northwest in October of 2014, the "Northwest Michigan Seasonal Population Analysis" provides insight into the seasonal population of our area. The figures provided in the seasonal population analysis are provided by County, but

information from the analysis has important implications for the City of Manistee.

Table 2.2 displays permanent, second home and overnight population estimates for Manistee County. Without identifying and linking seasonal populations to specific local communities within Manistee County it is hard to determine the exact impact to the City of Manistee. One can infer that a portion of the seasonal population stops and or resides within the City of Manistee or a neighboring Township in many cases, which has impacts on the local economy and infrastructure of the City. In a scenario where one infers that a majority of the seasonal population resides outside of the City, it is still very practical to assume that a portion of the seasonal population utilizes amenities within the City limits whether it is use of recreational facilities such as parks, beaches and/or boat launches, shopping along main street or at other business locations within the City, or utilizing infrastructure such as roadways,. The complete ten county region “Northwest Michigan Seasonal Population Analysis” can be found at: <http://www.networksnorthwest.org/userfiles/filemanager/3292/>

County	Population Type	January	February	March	April	May	June	July
Manistee County	Permanent Population	24,672	24,672	24,672	24,672	24,672	24,672	24,672
	Second Home Population	931	931	1,678	1,678	1,678	7,546	7,546
	Overnight	725	947	829	995	1,898	2,984	6,853
	Total	26,328	26,550	27,179	27,345	28,248	35,202	39,071
	% Seasonal	6%	7%	9%	10%	13%	30%	37%

County	Population Type	August	September	October	November	December	Annual Average
Manistee County	Permanent Population	24,672	24,672	24,672	24,672	24,672	24,672
	Second Home Population	7,546	2,327	2,327	2,327	931	3,121
	Overnight	6,829	2,969	1,816	731	698	2,356
	Total	39,046	29,968	28,815	27,730	26,301	30,149
	% Seasonal	37%	18%	14%	11%	6%	18%

Table 2.2 Seasonal Population (Manistee County)

As expected the seasonal population analysis identifies the months of June, July and August as having the highest percentage of seasonal residents within Manistee County. This influx of seasonal population is very important to the local economy of the City of Manistee as well as our County and region.

2.2.2 Population by Age

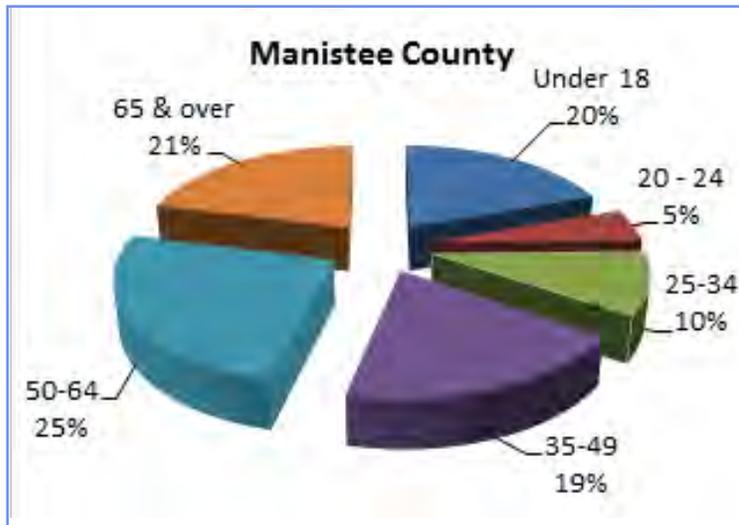
When determining the needs of the community it is important to factor in the age of the residents of the City and our adjoining Communities. A breakdown in the age of the City’s residents helps to determine the type of recreational facilities and housing demands that may be needed. The 2010 Census was used to compare the age of the Population for Manistee County, City of Manistee, Manistee Township and Filer Township. (See table 2.3 and graphs 2.2 - 2.5)

	Manistee County	City of Manistee	Manistee Township	Filer Township
Under 18	4,716	1,366	50	447
20-24	1,253	349	371	80
25-34	2,366	703	616	155
35-49	4,647	1,094	847	426
50-65	6,129	1,451	884	620
65 & over	5,108	1,122	792	553

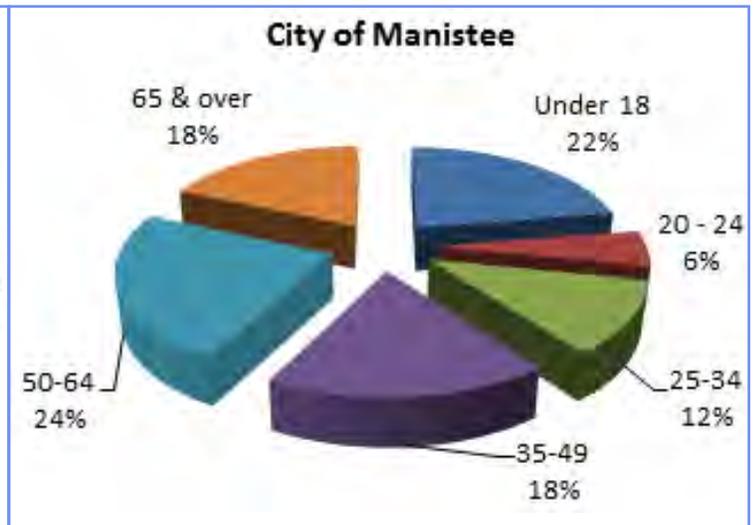
Table 2.3 Population by Age

While at first glance it would have appeared as if the City had the largest 65 and over population, by breaking the information down into percentages it is apparent that the comparison between the age of the population in the County and neighboring townships are similar to the City. The majority of the population is aged 50 and older.

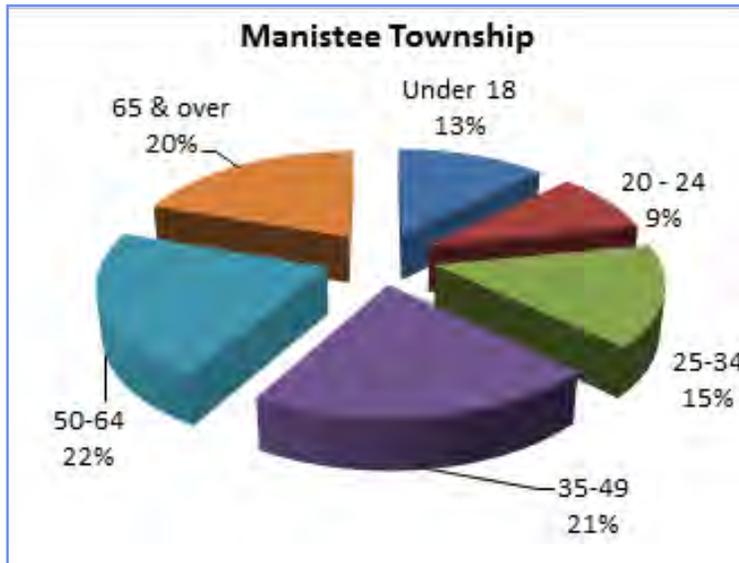
The 2010 Census, most likely does not take into consideration the seasonal and second home owners who plan to retire in the City of Manistee. The age distribution of a community allows one to measure change. The breakdown of the age of a communities residents helps determine housing needs, cultural and recreational needs of a community.



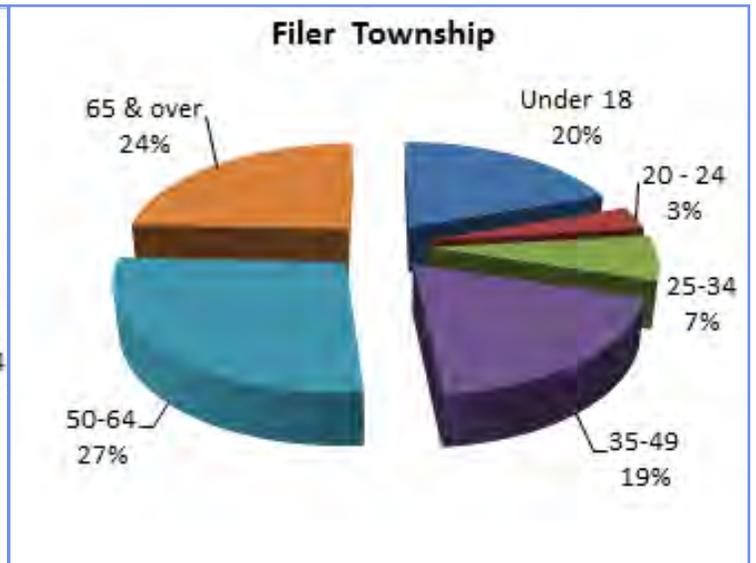
Graph 2.2 Age Distribution (Manistee County)



Graph 2.3 Age Distribution (City of Manistee)



Graph 2.4 Age Distribution (Manistee Township)



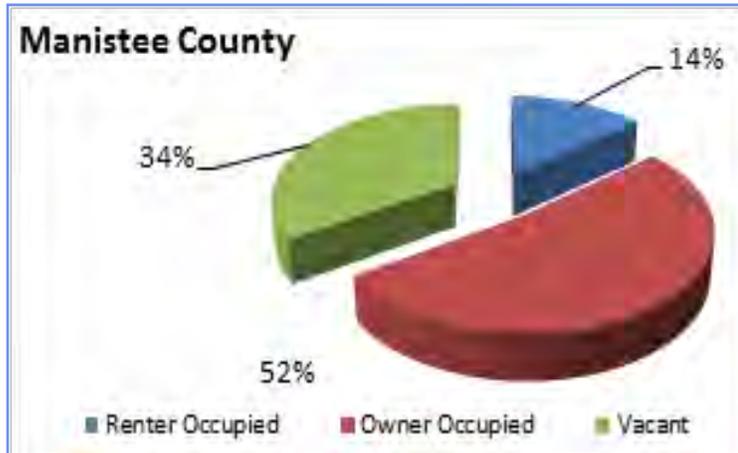
Graph 2.5 Age Distribution (Filer Township)

2.2.3 Housing Trends

The graphs on the following page reflect housing data from the 2010 Census as it relates to renter occupied, owner occupied and vacant housing. According to the Michigan State Housing Authority, communities generally strive to achieve a 2:1 or even 3:1 ratio of owner occupant dominated housing. If vacancy rates exceed 10% the neighborhood may be experiencing blight. The City's ratio of owner occupied to renter occupied is 2.18:1 which is within the recommended standards. The City's vacancy rate is 22% which exceeds the 10% concern for neighborhoods to possibly experience blight, similar to neighboring Townships & the County as a whole. (See graphs 2.6-2.9)

The City of Manistee has a rental registration/inspection program in place that requires all rental units in the City to be registered and inspections performed on a three year cycle. This program helps to maintain neighborhood stability but as the housing stock continues to age additional programs may be needed to maintain neighborhood stability and provide opportunities through rehabilitation. The 22% vacancy rate most likely includes seasonal residents, who are

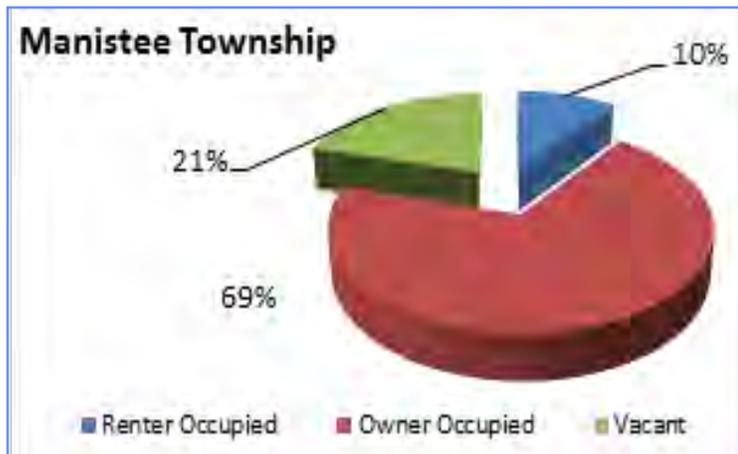
typically not captured in the Census Data.



Graph 2.6 Housing (Manistee County)



Graph 2.7 Housing (City of Manistee)



Graph 2.8 Housing (Manistee Township)



Graph 2.9 Housing (Filer Township)

Section 2.3: Natural Recreational and Cultural Features

The City of Manistee is located in the northwest portion of the Lower Peninsula of Michigan. The City rests at 581 feet above sea level and totals about four square miles of land area. The trading area of the City encompasses a thirty-mile radius and serves a population of approximately 25,000.

Four main bodies of water directly affect the City. The western boundary of the City is Lake Michigan. The City owns and maintains approximately one mile of beach front for recreational use. The eastern boundary of the City is Manistee Lake. Man-made Lake is located on the North end of the City, and is 27 acres in size, created approximately 50 years ago by sand mining operations. Dividing the northern and southern portions of the City is the Manistee River Channel. The Channel is used primarily for transit to and from Lake Michigan to Manistee Lake for pleasure boaters, private and commercial fishing and freighter access to Manistee Lake industries. There is over a mile and a half of riverwalk along the Manistee River Channel.



Overall, water quality in the area is good and plays an important part in industrial operations. Protecting water quality is crucial for consumption and use of residents as well as for recreational use for boating, fishing and swimming. See map 2.2 for Natural Features and Coastal Management areas.

2.3.1 Climate

Latitude and Lake Michigan are the primary factors in determining the climate of Manistee. A moderate climate prevails with lake effect accounting for an average snowfall of 106 inches per year, and rainfall of 29 inches between March and November. The average daytime temperature for June and July is 75°, while December through February average is 23°.

2.3.2 Environmental Issues

The industry of the City of Manistee included lumber in the latter half of the 19th century, paper, salt and other extractive industries from the late 1800's to today. These industries have based their operations around Manistee Lake with access to freighter traffic both for delivery of product and supplying fuel to the industries. Manistee Lake is fed by the Little Manistee and Big Manistee Rivers with a combined flow of a billion gallons per day. The lake and rivers which flow into it are vital to the local economy not only for local industries which rest upon the shores and rely upon the water for manufacturing and transportation, but also for the recreational benefits tied to water such as fishing and boating. The importance of water quality to the City and surrounding area should remain a priority. The lake provides habitat which supports diverse species of plants and animals.

2.3.3 Green Infrastructure

Wellhead Protection

The City of Manistee relies exclusively on groundwater for its drinking water source. In response to the concern over safety of public water supplies, the City has instituted a Wellhead Protection Program (WHPP). WHPPs develop long-term strategies aimed at protecting community drinking water supplies. The purpose of developing a WHPP is to identify the Wellhead Protection Area (WHPA) and develop long-term strategies aimed at safeguarding the area from contamination. (See maps 2.3 & 2.4) A WHPA is defined as the surface and subsurface areas surrounding a water well or well field, which supplies a public water system, and through which contaminants are reasonably likely

City of Manistee Natural Features & Coastal Management

Legend

-  Highways
-  Water Bodies
-  Railroads
-  Manistee Coastal Zone Management Area
-  Roads
-  High Risk Erosion Areas
-  10' Contour
-  Wetlands
-  Hydrology
-  City of Manistee
-  Neighboring Jurisdictions



to move toward and reach the water well or well field within a 10-year time-of-travel. The State of Michigan requires communities to identify seven elements to be included in the WHPP. These elements along with a brief description are below.

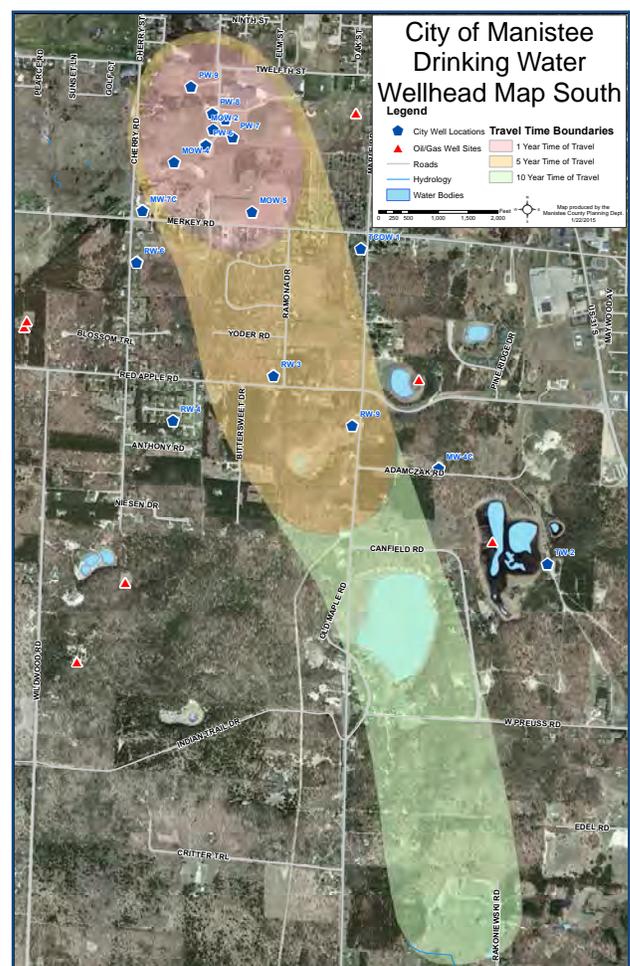
- Roles and Responsibilities – Identify individuals responsible for the development, implementation, and long-term maintenance of the local WHPP.
- WHPA Delineation – Determine that area which contributes groundwater to the public water supply wells.
- Contaminant Source Inventory – Identify known and potential sites of contamination within the WHPA and include in a contaminant source inventory list and map.
- Management Strategies – Provide mechanisms which will reduce the risk of existing and potential sources of contamination from reaching the public water supply wells or well field.
- Contingency Planning – Develop an effective contingency plan in case of a water supply emergency.
- Siting of New Wells – Provide information on existing groundwater availability, the ability of the PWSS to meet present and future demands and the vulnerability of the existing wells to contamination.
- Public Education and Outreach – Generate community awareness in the WHPP by focusing on public education and the dissemination of WHPP information.

It is the intent of this Master Plan to encourage protection of the City’s public water supply wells through the establishment of a Wellhead Protection Zoning Ordinance. Within the ordinance, zoning regulations will limit land uses and practices that may degrade groundwater quality within and outside the WHPA.

The most significant sources of water supply contamination are landfills, surface impoundment areas, subsurface percolation from septic tanks and cesspools, open dumps, uncapped or improperly capped abandoned wells, injection wells and underground storage tanks. These uses represent both point and non-point contamination sources. Point



Map 2.3 Wellhead Protection (North)



Map 2.4 Wellhead Protection (South)

source is the term used to describe contaminants, which originate in the immediate area of the well or tap. All of the above, if located in close proximity to the water supply source, are examples of potential point source polluters. Contaminants from these uses may seep directly down through the soil to the water source.

Non-Point Source Pollution

Non-point source contamination is much more difficult to control because the cause of the problem may actually be located a considerable distance from the well. This type of contamination is caused by pollutants that filter into an underground aquifer and then migrate slowly through the groundwater aquifer to off-site wells and water sources. Prevention of this type of contamination must involve a collective effort on the part of property owners and local officials from a large geographic area. It is the recommendation of this Plan that all existing and future wells be protected from both point and non-point source contamination to the greatest degree possible.

The City, through zoning, should examine policy and adopt regulatory measures in an effort to combat stormwater runoff as a source of water pollution. Methods of “Low Impact Design (LID)” can be utilized effectively to retain and cleanse stormwater prior to it reaching surface waters or groundwater resources. Through bio-retention, porous pavement/concrete, buffers, rain barrels and level spreaders simple methods can be employed which will have lasting impacts on local water quality.

2.3.4 Cultural and Historical Features

Manistee is rich in History and provides opportunities for local citizens and visitors to explore its rich heritage. The Ramsdell Theatre is a Crown Jewel of the Community. The Theater seats 400 and is home to the Manistee Civic Players. Hardy Hall is home to the permanent collection of the Manistee Art Institute. The Ballroom is one of the most elegant facilities and is used for various events.



The Manistee Fire Hall has serviced the residents of Manistee for more than 100 years and is the oldest continuously operated fire station in Michigan. The Fire Hall is on the State and National Register of Historic Places. Tours of the facility are scheduled throughout the year.

The Manistee County Historical Museum is located in the A.H. Lyman Building in the Manistee Commercial Historic District which is listed on the National and State Registers of Historic Places. The Waterworks Museum is open to the public July through August. The Manistee North Pier head Lighthouse is located at Fifth Avenue beach and the Museum is working on raising the necessary funds to restore the structure. The Museum has constructed a Net Shed and historic Markers along the South Riverwalk.



During the peak of Lumber production Manistee was home to the most millionaires per capita mostly Lumber Barons. While the era has past some of their homes remain and are a reminder of a Victorian age of opulence. These homes are maintained by their owners and are included in a walking tour that highlights these beautiful buildings.

2.3.5 Parks and Recreation

Manistee provides recreational opportunities for people of all ages and abilities with over 268 acres of Public Lands & Parks and three and a half miles of bikeways and walkways maintained by the City. The City continues to improve facilities and make them universally accessible for people of all abilities to enjoy. View public lands and park locations on map 2.5. The recreation site inventory in table 2.4 reflects the park locations on map 2.5.



The City Parks Department is responsible for maintaining all of the city’s parks, park facilities, the Riverwalk and beaches. Summer is an especially busy time for the department, when the demands of growing grass and summer traffic necessitate the hiring of a seasonal crew to meet the demand for maintenance. The department strives to maintain city parks to the greatest degree possible and is constantly addressing areas that need repair or attention.

The City of Manistee has 268.17 acres of open land and park space. This is 14.43% of the total parcel land area within the City where the total acreage of parcels is 1857.72. With a population of 6,226 according to the 2010 census, this provides park space of 1 acre per 23.22 residents. There are adjustments that can be made to this percentage as it is highly likely that residents outside of the City Limits utilize parks within the City due to specific assets and park types which may only be offered in the City of Manistee.

Douglas Park/First Street Beach/Lighthouse Park is the largest City owned recreation area located on the west end of First Street on Lake Michigan. The facility includes a boat launch, fish cleaning station, picnic area with pavilions overlooking Lake Michigan, fishing pier, two playgrounds, volleyball courts, tennis courts, basketball court, softball fields, restrooms, dog park, and a gazebo that is home to weekly summer concerts. Universal Access to the beach is made possible by the installation of “Brock” decking.

ID	Recreation Site Name
0	Mack Park
1	Sands Park
2	Kennedy School Gymnasium
3	MCC Playground/Gym
4	Maxwelltown Community Park
5	MHS/MMS/Paine Aquatic Center
6	Douglas Rec Area/First St Beach
7	Jefferson School Playground/Gym
8	Centennial Track
9	Reitz Park
10	Ninth St Boat Launch
11	Morton Park
12	Manistee Municipal Marina
13	North Riverwalk/Memorial Park
14	Riverwalk East Entrance
15	Red Szymarek Park
16	Fifth Ave Beach
17	Duffy Park
18	Man Made Lake
19	Arthur St Boat Launch
20	North Beach Access Park
21	Art Park
22	Hamlin Field

Table 2.4 Recreation Inventory

Duffy Park is located on the north side of Manistee on Monroe Street and hosts a full size little league baseball field, playground, parking lot, full-sized and junior soccer fields, basketball courts, Universally Accessible restrooms and Concession Stand.

Fifth Avenue Beach is located on the north side of Manistee at the west end of Fifth Avenue on Lake Michigan adjacent to the Coast Guard. This is a large lake front beach with a Universally Accessible beach house, concession stand, playground, tennis courts, picnic area, parking and home of the North Pier head Lighthouse. The Lighthouse and Catwalk is one of the most photographed icons of the community. Universal Access from the Beach House to the beach is made possible by the installation of “Brock” decking.

Mack Park is located on the south side of Manistee on the corner of Fourteenth and Greenwich Streets. A small fenced baseball diamond is home to area T-Ball games; a playground area and basketball court can also be found here.

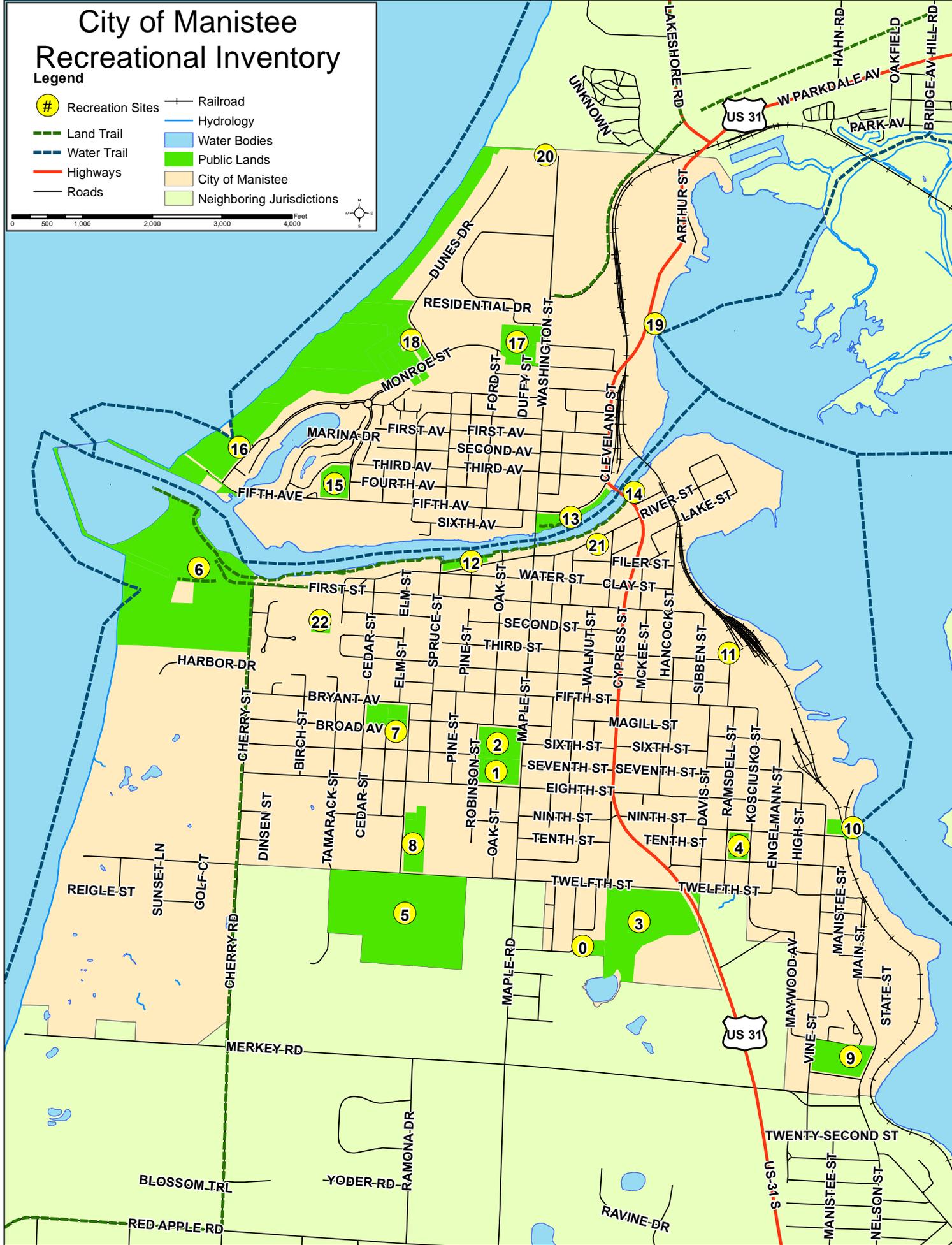
Man-Made Lake is an extension of Fifth Avenue Beach and is approximately 27 acres in size. With the exception of a parking lot, and Universally Accessible walkway the area is mostly undisturbed. This inland lake extends the swimming season because it warms up faster and cools down later than Lake Michigan.

The City also has almost two miles of designated bike lanes. Located on Cherry Street from the South City Limits

City of Manistee Recreational Inventory

Legend

- # Recreation Sites
- Land Trail
- Water Trail
- Highways
- Roads
- Railroad
- Hydrology
- Water Bodies
- Public Lands
- City of Manistee
- Neighboring Jurisdictions





to First Street and on Veteran's Oak Grove Drive to the City Limits on M-22, both designated bike lanes connect to neighboring township's bike lanes.

Morton Park is located on the east side of the City at the east end of Third Street. This park contains a playground and basketball court.

Located on the Manistee Riverwalk, the city marina is adjacent to the historic downtown district of this Victorian Port City. Here you will find an abundance of shops, fine dining, local history and friendly service.



Ninth Street Boat Launch is located on the east side of Manistee at the east end of Ninth Street on Manistee Lake. There are limited amenities with a dock and lighted parking area.

North Beach Access is at the North City Limits on Washington Street. A Universally Accessible walkway/boardwalk from the parking lot leads to a spectacular view of Lake Michigan. Stairs lead down to the public beach, from the viewing platform.

North Riverwalk and Memorial park are on the north bank of the Manistee River Channel between the Maple Street and U.S. 31 bridges. Universally Accessible boardwalk, benches, fishing dock and gazebo where weekly summer concerts are held can be found at the site. The Veterans have a memorial honoring the local men and women who have served our military. A large parking lot serves the Central Business District and is home to the Manistee Farmer's Market.



Red Szymarek Park is located on the north side of Manistee on Fifth Avenue and Monroe Street. The park is heavily wooded with a mature oak stand and includes picnic tables, playground area and Disc Golf Course. The park is also home to the Annual Forest Festival Arts & Craft Fair.

Rietz Park is bounded by Vine, Forest, Park and Main Streets in the southeast section of Manistee. There is a fenced baseball diamond with bleachers which is home to the Manistee Saints, a semi pro baseball team since 1934. There is a picnic area, playground, basketball court, and a Universally Accessible Restrooms.

Sands Park is jointly owned and maintained by the City of Manistee and Manistee Area Public Schools. The park is located on the south side of Manistee on the corner of Maple and Eighth Street. The park includes tennis courts, a baseball field, playground, Skate Park and in the winter the City maintains an ice skating rink. Other amenities include a Teen Center/Warming Shelter and parking lot.

The City has over a mile and a half of Riverwalk located on the Manistee River Channel. The South Riverwalk runs along the south bank of the river extending from the U.S. 31 Bridge to Lake Michigan. Amenities include benches, fishing piers, planters, historical markers and a Net Shed Museum.



Blue Water Trails in the form of the Lake Michigan Water Trail follow the Lake Michigan Shoreline to locations within the City of Manistee. The Lake Michigan Water Trail is listed as a national water trail, but also connects to envisioned and currently under development local water trails which meander through the City of Manistee along the river channel and Manistee Lake which allow for connections to points further inland. The routes of these trails are primarily in place with water routes naturally established, but further implementation of improved accesses, signage and marketing/advertising of routes is needed.

In addition to the City Parks there are other recreational opportunities in the City. They include the Centennial Track, Hamlin Field, Jefferson Elementary School, Manistee High School, Manistee Middle School, Paine Aquatic Center, Kennedy Elementary School, Trinity Lutheran School, Manistee Catholic Central School, Maxwell Town Community Park/CASMAN Academy, Senior Center and the Art Park. These facilities are often available for the public to use.

Complete information on park facilities and proposed goals and projects for the City of Manistee, can be found in the Manistee County-Wide Park and Recreation Plan 2016.



Section 2.4: Community Enrichment

Residents and Visitors are offered a variety of arts, cultural, educational and social opportunities in the City. There are many organized events that improve the quality of life, provide for neighborly interactions and embrace the sense of place that is Manistee.

There are three major festivals held annually in Manistee. The Forest Festival is celebrated over the Independence Day holiday and includes events that embrace the rich heritage of Manistee, including the importance that the forest and harvesting of timber played in the development of the City. From the kickoff party, grand parade, art fair, carnival, Aquapalooza, petting zoo to the fireworks over Lake Michigan, the event provides something for people of all ages to enjoy.



Hops and Props (formerly known as the Port City Festival) highlight the wooden Century Boats that were once proudly made in Manistee. From the gleam of the polished hulls to the sound of the engines you appreciate the craftsmanship of the men and women who built these beautiful boats. Highlighted by a parade down the Manistee River Channel, the festival includes an art fair, music, food and samples of Michigan brewed beer.



Christmas in Manistee does not officially start until Sleighbell Weekend when you are transported back to the Victorian Era. Participants wear period outfits as downtown Manistee welcomes the holiday. Teams of Belgium Draft Horses pull a Community Christmas Tree down River Street on sleds. The tree averages 30 and 35 feet in height and is a sight to be seen followed by our own Santa Clause. The parade concludes when everyone follows the tree and sings Christmas Carols to celebrate another Holiday season in Downtown Manistee.



Other Community Events

Other community events include the Wine and Chocolate Tasting, Men and Women's shopping events, Boos, Brews & Brats, Sidewalk Sales, Grapes on the River, Paint the Town Pink, Frostbite Saturday & Chilli Crawl, Tightlines for Troops, Spring Break at the Vogue as well as various fishing tournaments.

2.4.1 Attractions

While in Manistee Michigan take some time to visit the historical sites.

Manistee City Fire Station

The City Fire Station located on First St. east of US 31 was built in 1888 and is the oldest continuously operating fire station in the State of Michigan.

Ramsdell Theater

The historic Ramsdell Theater is located on the corner of First and Maple in the Manistee Business District. We invite you to experience the joys of the stage, symphony and fine arts.

Historic Downtown Manistee

The Victorian Port City. “A Step back in time” Historic Manistee’s River Street. The downtown is a national and state Historic District. Victorian buildings line the street, which follows the winding Manistee River all the way to Lake Michigan. Along River Street, you will see small shops in historic buildings, restaurants, antique stores, gift shops, City Marina, bakeries and nautical and unusual gifts.

Riverwalk

A one and a half-mile long Riverwalk runs along the Manistee River, past marinas, and under two drawbridges to Lake Michigan. Great Lakes’ freighters pass through the river channel, stopping traffic and giving onlookers a chance to wave at the crew as they see a large ship up close.

Trolley Tours

Hourly tours of the City of Manistee are available May through September. Hail the trolley as it goes by, or at the terminal - on Memorial Drive. The tour will include downtown Manistee, and historic homes, beaches and Orchard Beach State Park.

Manistee’s Historic North Pier & Catwalk

Dating back to 1855, Manistee’s historic North Pier and Catwalk are listed on the State Register of Historic Sites and is one of only four remaining catwalks on the west Michigan coast of Lake Michigan. Located at Fifth Avenue Beach in the City of Manistee, it is the centerpiece of many photographs and paintings.

S.S. City of Milwaukee

The National Historic Landmark vessel is floating museum and attraction for a once great lake going car-ferry. Adjacent to the S.S. City of Milwaukee is a retired Coast Guard Cutter which is also available for touring. A very popular attraction in October is the “Ghost Ship”. The S.S. City of Milwaukee is turned into a floating haunted house which is a favorite of locals and visitors.

Roots on the River

All Concerts begin at 7:00 pm on Thursdays from June through August at the Jaycee’s Bandshell on Memorial Drive. Walk the Riverwalk, park your boat or sit on the riverbank and hear a great summertime concert!

Manistee Shoreline Showcase

Concerts begin at 7:00 pm on Tuesdays at Douglas Park, First Street Beach Gazebo from June to August. Enjoy the views of Lake Michigan while enjoying the music.

2.4.2 Farmers Market

The Farmers Market is located at Memorial Drive Parking Lot next to Veteran’s Memorial Park. Every Saturday from 8 am until 1 pm, May through October, you can find fresh, local foods, entertainment and a cooking demonstration at the Manistee Farmer’s Market. This market supplies a wide variety of foods that are grown locally. Available foods include meats, cheeses, breads, fruits, vegetables, local honey and flowers. Utilization of the farmer’s market helps support local growers, and provide an avenue for obtaining locally grown healthy foods.



Section 2.5: Land Use

A thorough review of the land uses occupying each parcel within the City of Manistee was conducted during this Master Planning Process. The review utilized GIS data at the parcel level coupled with local knowledge of current land uses for the development of the dataset. The dataset provides a baseline for management of parcel classification data moving forward with all future Master Plan updates, and also can assist with data for the development of other planning documents. The data was fundamental in the development of the land use section of this planning document, and provides insight into the land use patterns of the City.

Detailed GIS analysis of parcel data provides an avenue for determining land uses and the percentage of lands they occupy within the City of Manistee. The following table 2.5 identifies the land use types which were categorized during this Master Planning Process. The land use table can be utilized with map 2.6 which displays the entire land use for the City of Manistee by Parcel. Located in this section are “sub-area” land use maps for specific regions of the City of Manistee as well as maps displaying specific information for individual land use categories.

Land Use	Acreage	% of Total Parcel Acreage
Single-Family	578.92	31.16%
Duplexes	17.7	0.95%
Multi-Family	25.12	1.35%
PUD	116.54	6.27%
Commercial	307.85	16.57%
Industrial & Railroad	168.88	9.09%
Civic (Exempt Lands)	376.07	20.24%
Vacant	248.53	13.37%
Vacant (Un-buildable)	5.94	0.31%
Parking Lot	12.17	0.65%

Table 2.5: Land Use

2.5.1 Residential Land Use and Rental Housing

In 2003 the City instituted a rental registration program that requires all residential rentals within the City to be registered and inspected on a three-year-cycle. This program establishes minimum standards for dwellings offered for rent or lease, authorizes inspection of such dwelling, and assigns certain responsibilities and duties of landlords and occupants essential to make each dwelling safe, sanitary and fit for human habitation. Staff reviewed the Rental Registration list to establish where single family, two family and multi-family rentals were located to better understand the housing market in the Community. This includes residential units that are located in or as a part of a mixed use with commercial use. Table 2.6 displays the available rental units by housing type as measured by occupied parcels. The information from table 2.6 can be geographically located on map 2.7 which displays the type of rental units and their location on parcels within the City of Manistee. Residential land use categories can be found on the land use map 2.6 and on sub-area maps 2.9, 2.10 and 2.11. All rental data contains both seasonal and year-round available rentals.

Rental Unit Type	Number of Parcels	Available Units
Single-Family	283	284
Duplexes	121	242
Multi-Family	48	277
Housing Commission	8	167
Totals	460	970

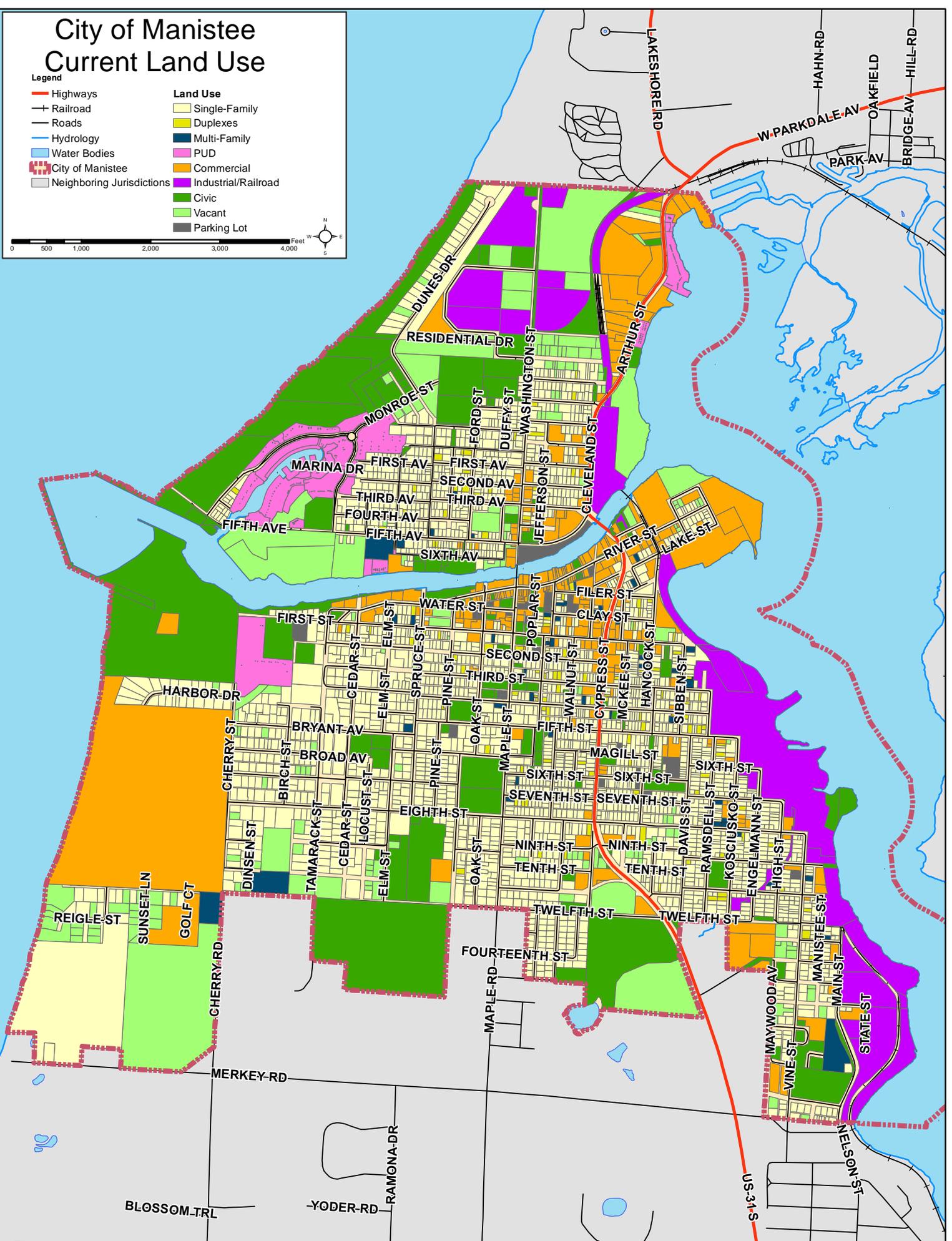
Table 2.6: Rental Housing

Networks Northwest, the regional planning agency for the 10 County region of Northwest Michigan underwent a large process delving into many facets of planning for our region. This “Framework for Our Future” contained many categories including a housing analysis at the individual County level in the “Manistee County Housing Inventory,

City of Manistee Current Land Use

Legend

- | | |
|---------------------------|---------------------|
| Highways | Single-Family |
| Railroad | Duplexes |
| Roads | Multi-Family |
| Hydrology | PUD |
| Water Bodies | Commercial |
| City of Manistee | Industrial/Railroad |
| Neighboring Jurisdictions | Civic |
| | Vacant |
| | Parking Lot |



2014". This analysis can be found at <http://www.networksnorthwest.org/userfiles/filemanager/2708/>.

The analysis provides insight into the current status of housing and rental housing in Manistee County and the needs which will be demanded in the future. A very brief synopsis of the analysis identifies:

- Housing affordability impacts home occupation for low income households. Manistee County has a shortage of 300 owner-occupied homes for households earning less than \$50,000 per year.
- Rentals in Manistee County are unaffordable for an average renter and extremely low-income households (those earning \$20,000 or less per year)
- Population growth is less than the growth in households for Manistee County. This displays a decrease in household size, but an increase in household need. This impacts available household size as smaller households don't necessarily have the need for a large single-family home and the increased costs associated with a larger home.
- Energy and Transportation costs impact rental affordability. Regional trends indicate that an average household spends over half of their income on housing and transportation. This can lead to crisis situations for households.
- While about 860 Manistee County rental households are single-person households, only about 500 rental units are 1 bedroom units or smaller. There is a high demand for these units and many households are unable to access them. This pushes individuals into rental units which are larger and more expensive.
- Single-unit rental housing options must most often be located in areas with sufficient infrastructure to allow for higher density apartment complexes, leading Cities and Villages to often provide for housing options due to available infrastructure for such developments.
- Population growth has been concentrated in age groups over age 45 within both the City and County. As the population ages, housing needs are likely to change toward a demand for assisted living, adult foster care or other options for in-home support services, as well as for smaller living spaces for shrinking household size for this demographic.

The data, although provided at the County level provides insight into housing in the City of Manistee. There is a necessity for single unit rentals as well as an increasing need for housing for the aging population in the City and County. There is also a need for options for smaller single-family homes than what is typically available on the market in our area.

It is known that the largest availability of single unit rentals can be found in apartment complexes within the City, or immediately adjacent to the City. These complexes offer lower income households options for rental. The aging population and a shift in housing needs towards assisted living centers for the elderly portion of the population should be taken seriously. Data identifies the need for this housing type, and input from the public has identified concern for this age cohort and facilities which cater directly to this aging population. Further options for single-family housing size should be reviewed, as regulatory requirements may prevent more modest sized single-family homes from being placed in specific zoning districts.

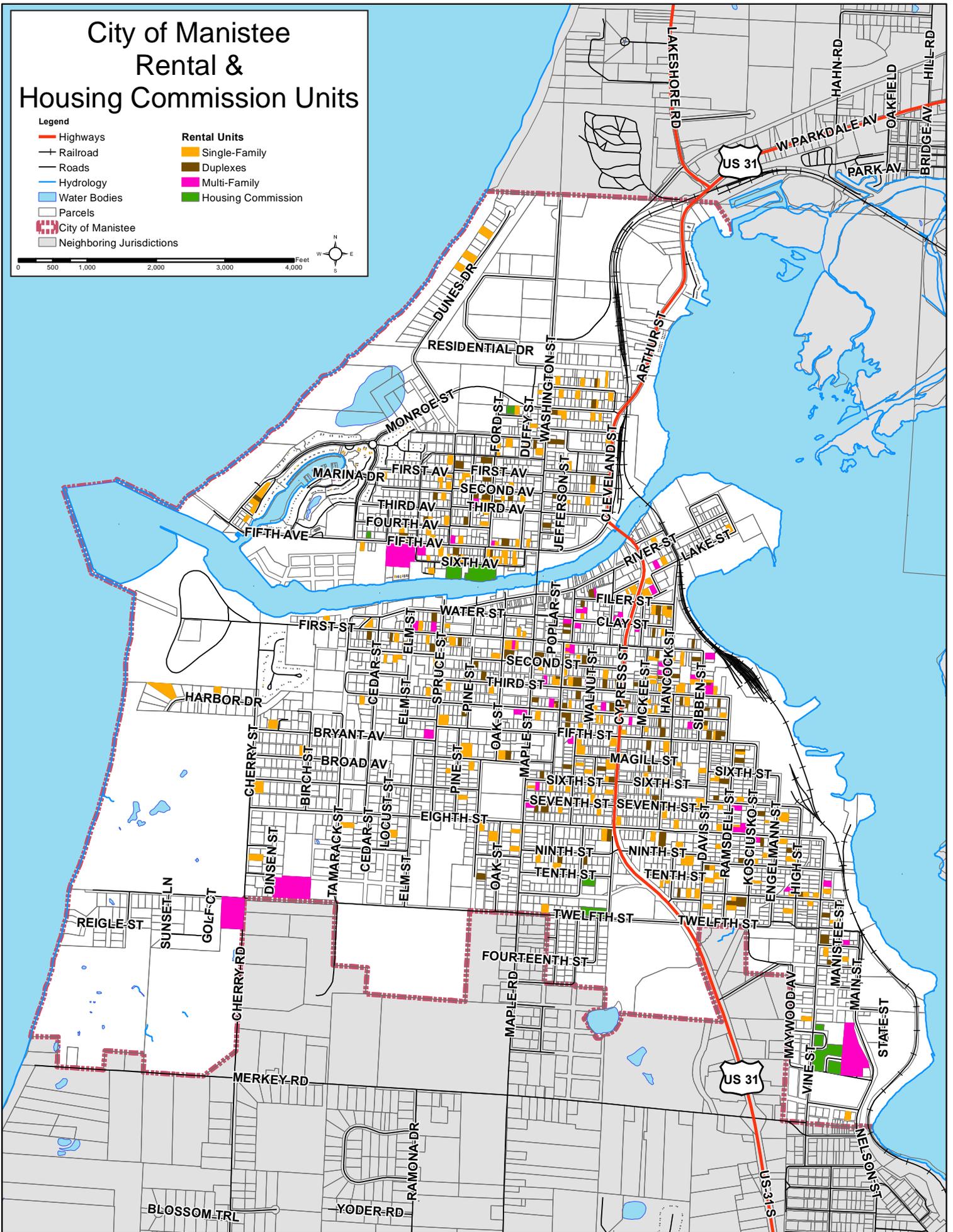
The City of Manistee contains a substantial percentage of the population of Manistee County, but Filer Charter Township to the South and Manistee Township to the North have high density populations which immediately abut the City. Housing considerations for single-unit rentals for lower income population as well as housing for the aging population is a discussion that should occur amongst these municipalities. Working together to plan for housing needs across municipal boundaries is a sound idea that is necessary with this issue of greater than local concern. A planning process which will seek to answer and plan for housing needs in our area is desired and actions are being taken to pursue such a process for our area. It is recommended that the City participate and work through a planning process for housing with other local municipalities in Manistee County.

2.5.2 Commercial

As the City has developed over the decades Commercial needs and development has evolved. The invention of the automobile along with other factors led to the demise of the neighborhood corner market leaving commercial structures in neighborhoods which now sit vacant. The Downtown Merchants compete with Big Box Development in

City of Manistee Rental & Housing Commission Units

- Legend**
- Highways
 - Railroad
 - Roads
 - Hydrology
 - Water Bodies
 - Parcels
 - City of Manistee
 - Neighboring Jurisdictions
- Rental Units**
- Single-Family
 - Duplexes
 - Multi-Family
 - Housing Commission



neighboring communities. The City currently has 307.85 acres or 16.57% of the parcel land area contained within the commercial land use category. Commercial areas are displayed on land use map 2.6 and land use sub-area maps 2.9, 2.10 and 2.11.

U.S. 31 runs North to South through the City of Manistee where Commercial Development along US 31 is mixed with residential uses. There are small extensions of Commercial Development off U.S. 31 east and west on First Street, as well as an abundant commercial presence which can be found on River St. East and West of US 31, and along Division St. which connects River and 1st Streets. Home based occupations have been an increasing trend in the City of Manistee and the City recognizes this growing trend as a viable option for people wishing to operate a business out of their home.

2.5.3 Civic

The City of Manistee is the sole City located in Manistee County and serves as the County Seat. The City has the highest concentration of Civic services in the County including Governmental unit offices, Churches and Schools. There are 19 identified park and recreation sites that are owned and maintained by the City Parks Department along with two additional parks that the City maintains. City buildings include City Hall/Police Department, Department of Public Works, Fire Hall, Waste Water Treatment Plant, Ramsdell Theatre and other buildings which are maintained as part of this system. Civic lands are exempt from tax collection. The total amount of land contained within the civic (exempt) land use category is 376.07 acres or 20.24% of the total parcel area. Refer to maps 2.6 and sub-area maps 2.9, 2.10 and 2.11.

The County Courthouse is located on the Corner of Maple and Third Street. The County also operates a Public Library and Health Department in the City. The United State Coast Guard operates a facility at Fifth Avenue Beach. There are numerous Churches in the City. Manistee Area Public Schools has two elementary schools, the Middle School and High School in the City with one remaining elementary school located outside the City. Manistee Catholic Central School is located on the corner of U.S. 31 and Twelfth Street for pre-school through 12th grade. Trinity Lutheran School is located on Oak and Fifth Streets for pre-school through Eighth grade. Casman Alternative Academy is on Ninth St.

2.5.4 Industrial & Railroad

The City of Manistee has two areas of Industry. Light Industry is located at the north end of the City. There are vacant lots available in the Industrial Park and vacant property around the park. General Industry is located along the western edge of Manistee Lake on the east side of the City and is accessible by Rail and a Deep Water Port. There are several properties that are vacant or are not in operation at this time. The total amount of land contained within industrial and railroad land uses is 168.88 acres or 9.09% of the total parcel area. The industrial and railroad land use areas are displayed on maps 2.6 and sub-area maps 2.9, 2.10 and 2.11.

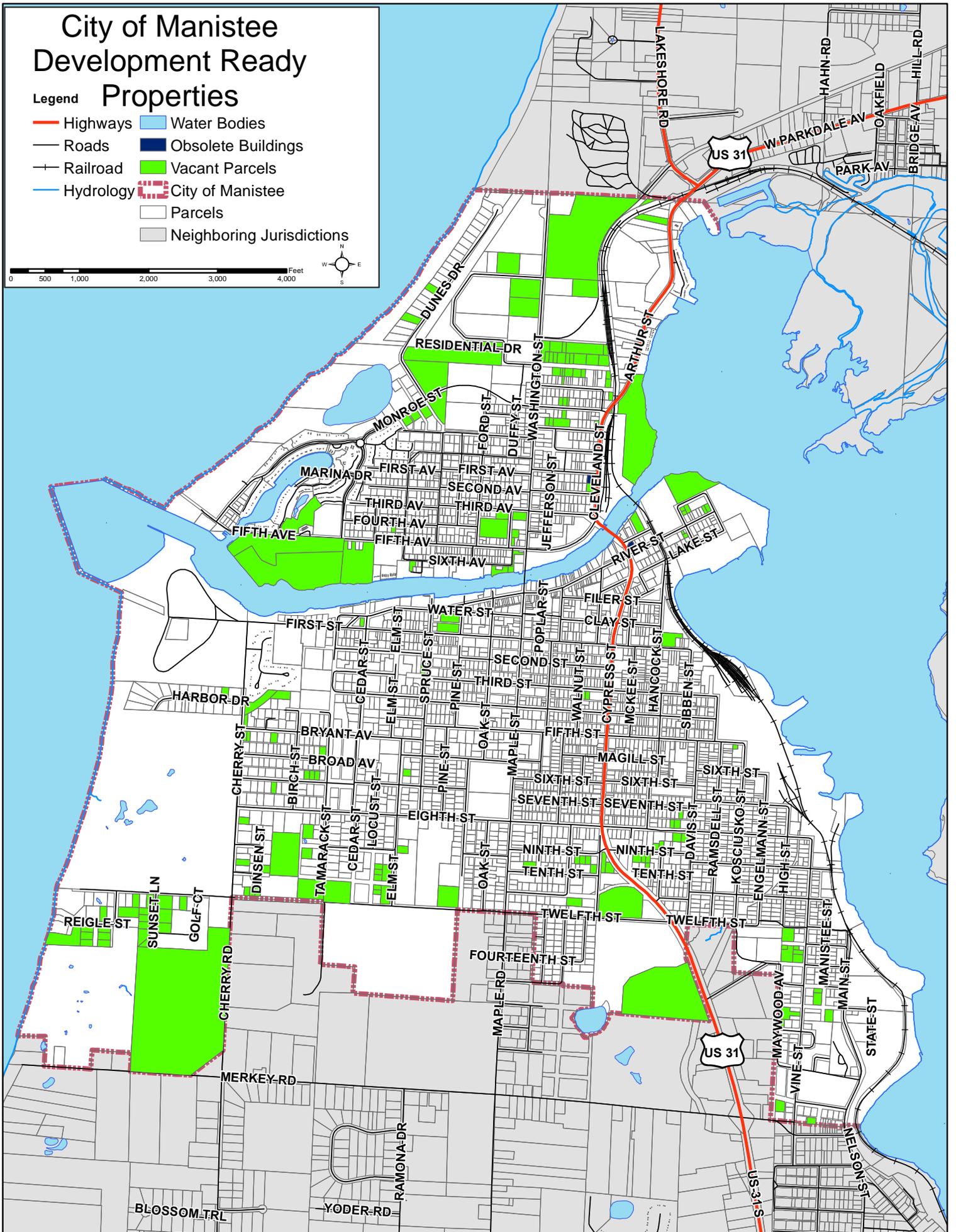
2.5.5 Vacant & Redevelopment Ready

There is vacant property in the City of Manistee available for development. In addition there are obsolete properties with vacant buildings that are poised for adaptive reuse. Annually the City identifies redevelopment sites that include obsolete buildings, vacant commercial buildings and larger vacant properties for redevelopment, and maintains this information within a database. This database provides a catalogue of available sites for development and redevelopment and is an integral marketing piece for the City to maintain.

In 2014 the City made application and was accepted in the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities (RRC) program. The City continues to work towards certification in the program through the development of best practices as outlined in the Report of Findings.

City of Manistee Development Ready Properties

- Legend**
- Highways
 - Roads
 - Railroad
 - Hydrology
 - Water Bodies
 - Obsolete Buildings
 - Vacant Parcels
 - City of Manistee
 - Parcels
 - Neighboring Jurisdictions



One of the components of the RRC program is identifying and prioritizing redevelopment sites. Annually Staff and the Planning Commission prepare a list of sites for review by City Council and various Boards and Commissions for redevelopment. They then select 5-10 sites as priority redevelopment sites. The owners are contacted and with their permission the sites are marketed on the City Website for redevelopment. Sites are also featured by the Redevelopment Ready Communities Program in the Opportunity Michigan Publications.

The total land area contained in the vacant land use category is 248.53 acres or 13.37% of the total parcel land area. There is an additional vacant land area of 5.94 acres or 0.31% of the total parcel area which is considered vacant, but un-buildable due to limitations of lot area and/or environmental concerns. Please refer to map 2.8 which displays the vacant and redevelopment ready parcels within the City of Manistee.

2.5.6 Sub-Area Land Use Summaries

Manistee is as unique as the neighborhoods that have been home to the residents in the community since the mid 1800's. Each neighborhood has its own character and charm which creates an individual sense of place as unique as their names. For discussion purposes we have divided the Community into three Sub-Areas for mapping and discussion purposes. The sub-areas depict the uniqueness of each of the areas. Included is a list of residential, commercial, industrial and civic uses in each sub-area which provides a snapshot into the uniqueness of each sub-area.

The Northside

The Northside is all of the property north of the Manistee River Channel. From the South you will need to take either the Maple Street or US 31 Bridge since it is bounded by Lake Michigan on the west, Manistee Lake on the East and Manistee Township to the north. Please refer to map 2.9.

The Presidents and Avenues

The Street names for this portion of the Northside consist of President's Names and Numbered Avenues. Residential home stock predominantly consists of homes that were originally built for the workers who worked at the nearby mills and factories. Charming front porches encourage a gathering place for neighbors to interact.

Harbor Village

The mid 1970's marked the end of an era when the last sand hill was mined on the north side of the Manistee River near the 5th Ave. Beach, where the once rolling sand dunes had vanished. In the early 1990s the initiation of a development began on 47.5 acres of property which was developable once mining was completed. This area is now home to Harbor Village the first Planned Unit Development (PUD) in the City and the Dunes Subdivision. It is a small community with both permanent and seasonal residents boasting spectacular views of Lake Michigan, the Manistee River Channel and Man Made Lake. Amenities include a Marina, Fish Cleaning Station, indoor and outdoor pools.

Multi-Unit Developments

The Northside is home to two high rises (Century Terrace and Harborview Apartments) that are operated by the Housing Commission. The Manistee Place (former Chalet West Apartments) is the oldest apartment complex in the City and it is located on Fifth Avenue. The apartments were constructed in the 1970's and were in need of updating. In 2012 the Apartment Complex was purchased and the developer began renovating the facility.

There are three condominium developments located on the Manistee River Channel; Lakeridge Landings, Shipwatch Condominiums, and River Parc Condominiums. River Parc Condominiums are currently moving forward through a process for completion of the project. Two condominium developments are located on Manistee Lake; Bayview Condominiums and Joslin Cove Condominiums, each of these condominiums have areas that are currently awaiting

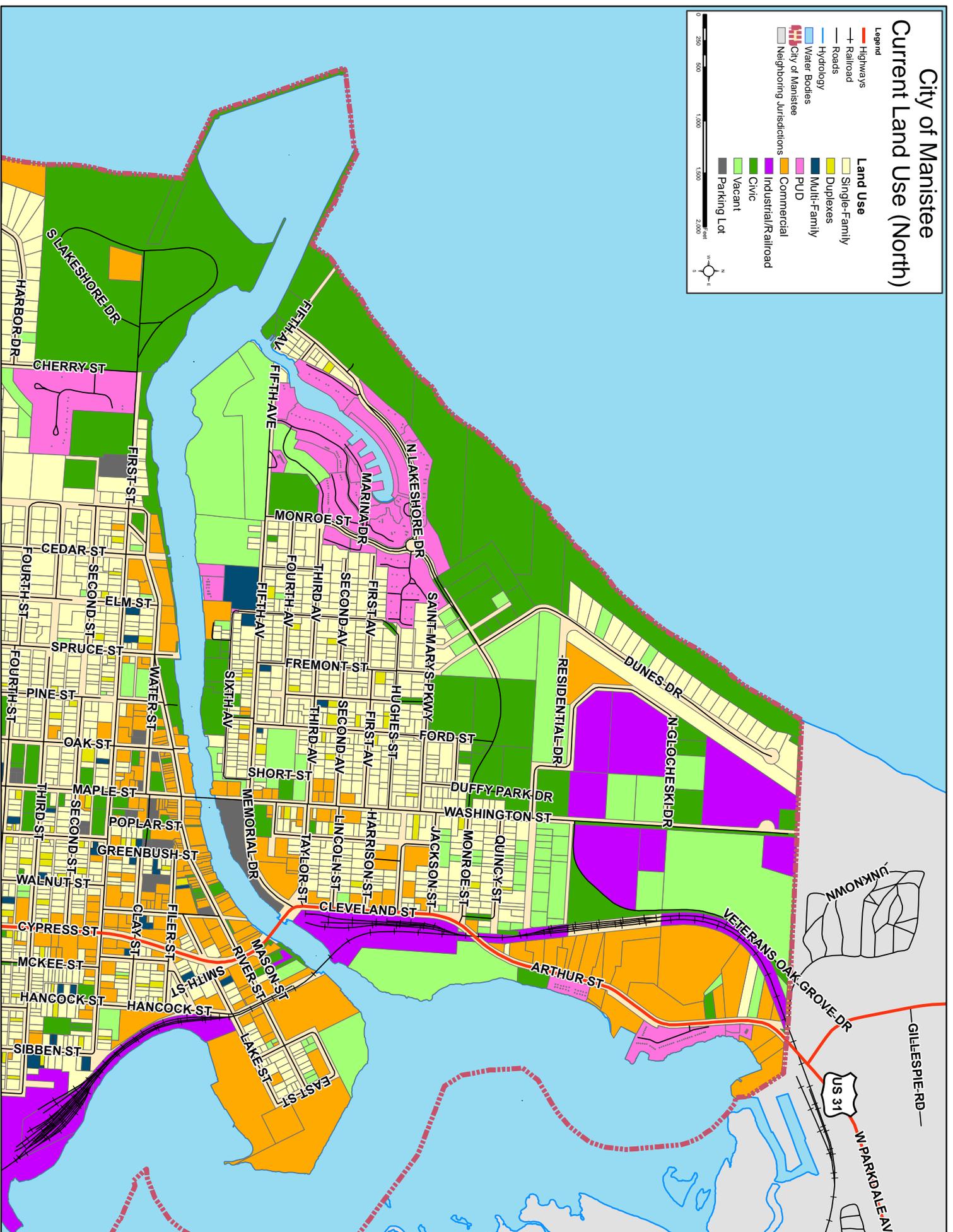
City of Manistee Current Land Use (North)

Legend

Highways	Land Use
Railroad	Single-Family
Roads	Duplexes
Hydrology	Multi-Family
Water Bodies	PUD
City of Manistee	Commercial
Neighboring Jurisdictions	Industrial/Railroad
	Vacant
	Civic
	Parking Lot

Scale: 0, 250, 500, 1,000, 1,500, 2,000 Feet

North Arrow



Map 2.9 Land Use Sub-Area North Map

completion of the development. The Joslin Cove Condominiums are moving through a process with the Manistee County Brownfield Authority to amend the Brownfield Plan and Development Agreement which will facilitate completion of the project.

Industrial

The Light Industrial Park is on the northern most portion of the Northside. The park was developed by the City in 1972, as the City received a Federal EDA Grant to construct the Industrial Park. The City Garage and the City Recycling Facility are located within the park and there are a few remaining vacant parcels for future development.

Commercial

There are two commercial areas on the Northside. The first is an extension of the Central Business District on Washington Street and Memorial Drive and is home to the only full service Grocery Store located in the City Limits. The second is a variety of commercial buildings on U.S. 31 (Arthur Street and Cleveland Street).

Civic

The United States Coast Guard facility is located at Fifth Avenue Beach. The City Garage is located at the entrance of the Industrial park on Washington Street. Manistee County Transportation (Dial-A-Ride) is located on the corner of Memorial Drive and Washington Street. St. Mary's of Mount Carmel Shrine is a large Catholic Church located on St. Mary's Parkway. The Providence Presbyterian Church holds services at the Dial-A-Ride Community Room.

Recreation options on the Northside include Arthur Street Boat Launch, Duffy Park, Fifth Avenue Beach, Man Made Lake, North Beach Access, Red Szymarek Park, the North Riverwalk and Memorial Park, and designated Bike Path on Veteran's Oak Grove Drive.

West of Maple

This is the portion of the City located west of Maple Street with the Manistee River Channel to the North, Lake Michigan to the west and Filer Township to the South. The residential area outside of the Hill and Golf Course District consists of older homes on lots platted from the late 1800's through early 1900's. Please refer to map 2.10.

The Hill

During the peak of the Lumber Era Manistee was home to the most Millionaires per capita in the United States. This resulted in the construction of some beautiful Victorian mansions for the Lumber Barons at the highest elevation in the City referred to as the "Hill". While many were torn down at the end of the era, several remain and are a tribute to the rich heritage of Manistee.

The Golf Course District

Manistee Golf and Country Club established in 1901 is one of Michigan's oldest, continually operating golf courses located on the bluff above Lake Michigan. The surrounding neighborhood was developed in the mid 1900's mostly with single story ranch style homes. The area is suburban in feel with large front yards and decks on the rear of the homes with little or no sidewalks which limit the walkability of the neighborhood.

Lighthouse Landings

Lighthouse Landings is located on the Corner of First and Cherry Street. Development of this PUD began in 1996 on nine acres which consisted of 36 units. In 1999 the PUD was amended by adding three acres and an additional 14 units.

City of Manistee Current Land Use (West)

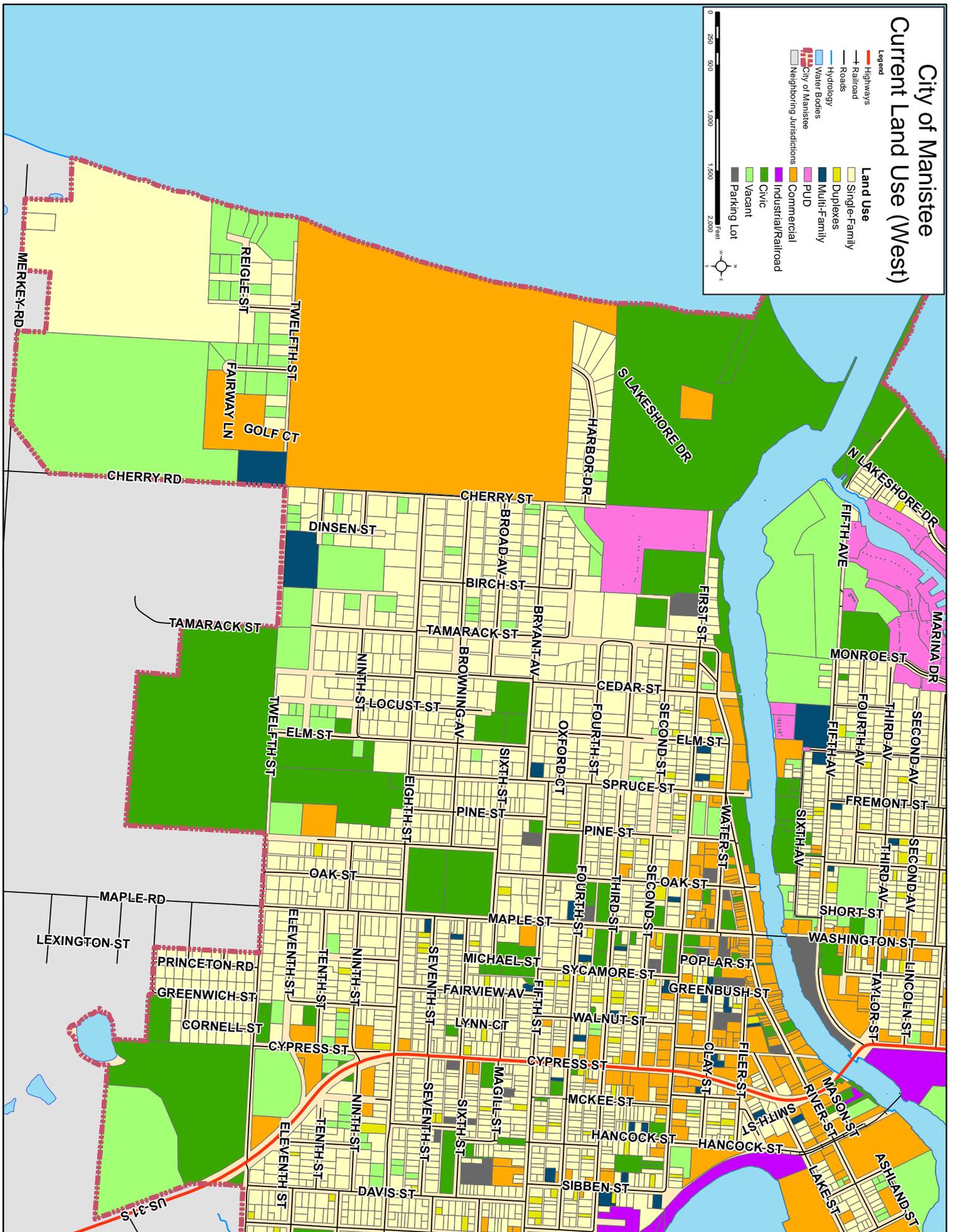
Legend

- Highways
- Railroad
- Roads
- Hydrology
- Water Bodies
- City of Manistee
- Neighboring Jurisdictions

Land Use

- Single-Family
- Duplexes
- Multi-Family
- PUD
- Commercial
- Industrial/Railroad
- Civic
- Vacant
- Parking Lot

0 250 500 1,000 1,500 2,000 Feet



The total project consists of 25 duplex's (50 units) with attached garages, large decks and walk out basements creating a unique community.

Annexed Property

In 1982 the City annexed over 100 acres of property from Filer Township located at the southwest corner of the City. Fifty Five acres have single-family dwellings located on the acreage. In 2005 the adjoining 55 acres had an approved PUD which was never developed and the PUD has since expired.

Multi-Unit Developments

There are two apartment complexes and an assisted living facility located off Cherry Street. The Cherry Hill Apartments have 48 units and are located on Ramsdell Street. The Lakeview Apartments have 40 units and are located on Cherry Street and the Green Acres Retirement Village, an assisted living facility, is located on Twelfth Street.

Commercial

Part of the Central Business District is located west of Maple Street on River Street. There are also a small number of Commercial properties located on Water Street.

Civic

City Hall is located on the corner of Maple and Water Street and is home to the City Police Department. The Manistee County Courthouse is located on the corner of Third and Maple Street. The Manistee County Historical Museum is located on River Street and the Waterworks Museum is located on First Street. The former Armory, Senior Center and United Way are also all located in this area.

Trinity Lutheran Church, Faith Covenant Church, Holy Trinity Episcopal Church, First Congregational United Church of Christ, are all located in this portion of the City.

Recreation options West of Maple include Douglas Park, First Street Beach, First Street Beach Launch Ramp, Lighthouse Park, Sands Park (Teen Center, Tennis Courts, and Skate Park), Hamlin Field, Municipal Marina, Paine Aquatic Center, Centennial Track, Manistee High School Facility (Football Field, Baseball and Softball Field) the west half of the South Riverwalk and designated Bike Path on Cherry Road.

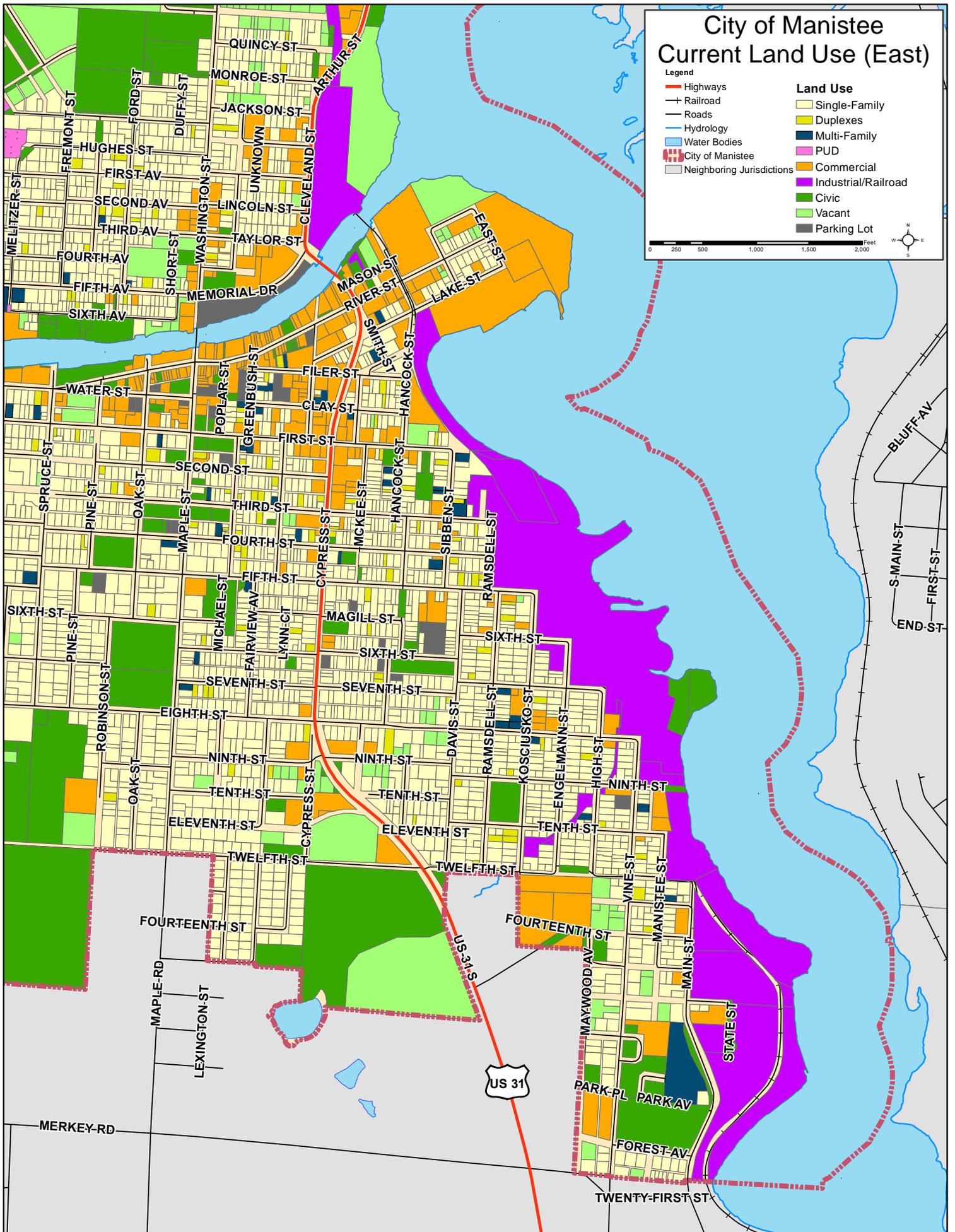
Manistee Area Public Schools High School, Middle School, Kennedy and Jefferson Elementary School and Trinity Lutheran School are located west of Maple Street.

East of Maple

East of Maple is the portion of the City south of the Manistee River Channel with Manistee Lake on the West and Filer Township on the South and Maple Street located to the West. This area has an eclectic mix of neighborhoods. Please refer to map 2.11.

The Peninsula

Once home to heavy industrial uses, the Peninsula is slated to be redeveloped under the Manistee Peninsula Brownfield Plan. Plans are to redevelop the area embracing the unique character of the neighborhood. This includes Adaptive Re-use of the Iron Works Building, rehabilitation of the single family homes while utilizing the opportunities of having water surrounding the district. In 2008 the Manistee Peninsula Neighborhood Revitalization Action Plan was developed which details future development of the Peninsula. A copy of the Plan can be found at: <http://www.manisteemi.gov/>



Map 2.11 Land Use Sub-Area East Map

Maxwell Town

This is the neighborhood of homes that were constructed for the factory workers who worked at the lumber mills and factories on Manistee Lake. Built on smaller lots these are part of the older housing stock in the community.

Golden Acres

Located on the former City Landfill this area was platted in the 1960 and development began shortly afterwards. Single Family Ranch style homes with attached garages are common in this area. The area is suburban in feel with small front yards and decks on the rear of the homes with little or no sidewalks which limit the walkability of the neighborhood.

Rietz Park Neighborhood

This is the neighborhood around Rietz Park that includes the duplexes and single family low income homes overseen by the Manistee Housing Commission.

Multi-Unit Developments

Constructed in 2001 the Reitz Park Village Apartments is a Low/Moderate income Apartment Complex consisting of 48 units on Park Avenue.

Commercial

The majority of the Central Business District contains what is considered “Downtown Manistee” and is located on River Street West of Maple Street. Commercial development also runs along a portion of US 31 to the South City Limits. There are pockets of Commercial Uses along the Old US 31 Truck Route that serve small pockets of neighborhoods.

Industrial

The General Industrial District is home to Morton Salt, Reith Riley and a few other businesses on the West Shore of Manistee Lake with both deep water port and rail service.

Civic

The City Fire Department is located on the Corner of First and Hancock Streets and is home to the oldest operating fire station in Michigan. The City Waste Water Treatment Plant is located on Ninth Street and the shores of Manistee Lake. The Historic Ramsdell Theater is located on the corner of First and Maple Street. The Manistee County Health Department is located on Third Street. The Library and Bookhouse are also located in this area on the corner of 1st and Maple Streets.

Guardian Angels Church, St. Joseph Catholic Church, Trinity Lutheran Church, St. Paul’s Lutheran Church, Seventh Day Adventist, Manistee United Methodist Church are all located in this area of the City.

Recreation options East of Maple include the Art Park, Mack Park, Maxwell Town Community Park/Casman School Academy, Morton Park, Ninth Street Boat Launch, Reitz park and that portion of the South Riverwalk east of Maple Street.

Both Manistee Catholic Central School and CASMAN School Academy are located east of Maple Street.

Section 2.6: Central Business District (CBD)

Arguably the City of Manistee's greatest asset is its intact collection of historically significant downtown buildings, and their relationship to the area's natural geographic features. This marriage of built and natural environment gives the City strong aesthetic appeal, and has loomed large in Manistee's emergence as a regional tourism and cultural center.

The Central Business District is home to Downtown Manistee. The Downtown Development Authority was established in 1982 by Ordinance. In 2008 the Downtown Development Authority applied for and was approved for Manistee to be part of the Michigan Main Street Program. The Manistee Commercial Historic District is located in the core of the Central Business District and highlights the charm and character of the downtown. Refer to map 2.12.



Manistee Commercial Historic District in Downtown Manistee is listed on the National and State Registers of Historic Places. The District includes over 60 contributing buildings constructed in the late 1800's with a few infill buildings from the mid 1900's, and is the heart of Downtown Manistee. Enjoy a walk down River Street to view these beautiful commercial buildings running east to west located on both sides of the street, from Division Street to Pine Street. The district intersects at Maple Street Bridge with buildings running north to south on Washington Street across the Bridge onto Maple Street. Downtown Manistee is home to the Farmer's Market and various events and outdoor concerts.

The downtown is fully serviced with municipal water, sanitary sewer and storm sewer facilities, as well as electrical and gas services. The streetscape features octagonal pavers that replicate the first sidewalks that were placed in the city.

2.6.1 Land Uses of the CBD

The downtown is an eclectic mixture of public and private uses from retail businesses, offices, parking, churches and residential properties in an easily accessible walkable downtown business district.



Civic

Civic Uses in the district include City Hall, Manistee County Transportation “Dial-a-Ride”, Manistee County Library and U.S. Post Office. Veterans Park which is along the north bank of the Manistee River between US-31 and Washington Street provides an open pavilion for summer entertainment venues and is home to the Farmers Market. The Manistee Municipal Marina is located on River Street just west of Oak Street with an open space that is available for rent for small groups. Lastly, there a number of public parking lots in the downtown with many located on the south side of the district behind buildings on the south side of River Street. The Manistee Council on Aging (Senior Center), United Way and Salvation Army are conveniently located in the downtown.

Commercial

Commercial Uses in the district provide numerous choices for patrons. Dining options include coffee shops, pub food, sandwich shops, specialty pizza, casual dining, and fine dining. Several of these locations include decks overlooking the Manistee River Channel while others offer outdoor seating on the street. Throughout the district you will find antique stores, a wide selection of retail stores, professional offices, personal service establishments and financial institutions located in historical buildings dating as far back as the late 1800’s. Spend the night at one of the two inns located in the heart of the downtown. A full service grocery store and the local newspaper are also located in the district.

Recreational

The Riverwalk runs through the heart of Downtown Manistee on the south bank of the Manistee River Channel and has several universally accessible access points for easy access for people of all abilities. The Manistee Municipal Marina provides public restrooms and resting areas along the riverwalk. Veteran’s Memorial Park is home to summer concerts and provides another riverwalk on the Northside of the Manistee River Channel that features a band shell and fishing dock and benches. The parking lot is home to the Manistee Farmers Market May through October where not only fresh produce and baked goods are available, but there is often music and crafts for sale as well.

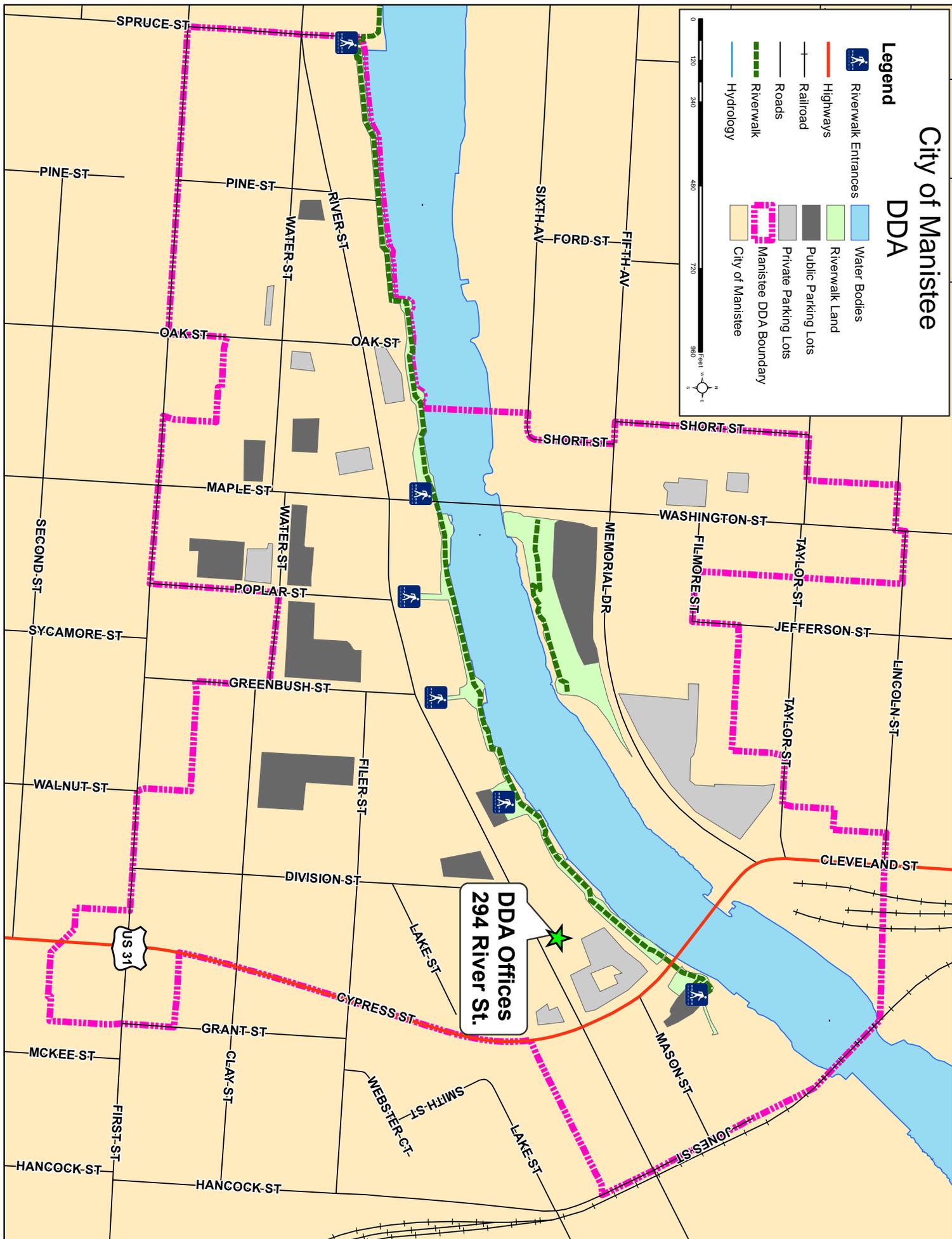


Residential

The downtown district has a variety of housing opportunities. The past decade has seen the renovation and development of residential units over many of the commercial buildings in the heart of the downtown. There are single-family homes, duplexes and multi-unit apartments located adjacent to the commercial buildings creating a blend of mixed uses. Many commercial buildings in the district have unused upper story space that could be developed into additional residential units. Providing for residential opportunities within the district will only increase the vibrancy of the downtown.

Vacant Land

There are a few vacant properties available for development in the district including the former Hotel Chippewa property that is approximately 1.62 acres in size. Located across from the City Marina, development of this property could become an anchor to the district. There are a few small properties in the district available for smaller developments.



Map 2.12 Manistee DDA

Form and Design

Summarized below are some of the more pertinent recommendations of the 1981 Urban Design Plan and 2002 Master Plan that have particular relevance to land usage for this Master Plan.

- **Mixed Use** - Prevent the overexpansion of the core downtown in order to preserve its distinctive and compact character. Encourage greater use of the upper floors of downtown buildings for offices and apartments. Prevent the downtown from unraveling at the edges through inappropriate new construction or rehabilitations.
- **Architectural/Historic Appropriateness** - Ensure that buildings within the National Registered Historic District adhere to the national standards for preservation as sanctioned by the National Park Service. New infill buildings should respect the established pattern and historic context of development as reflected in the scale, massing, placement, articulation, materials and orientation of downtown buildings.
- **Gateways** - Street entrances and approaches to downtown should be accented to ‘announce’ the downtown and enhance a sense of arrival.
- **Orientation to River** - The backs of buildings along the River should present a more inviting appearance for those viewing the City from the riverwalk and bridges.
- **Infill and Unification** - Investment should be targeted to the north bank of the River. Architecturally appropriate infill construction along Washington Street should seek to reconnect the north bank area to River Street and the core downtown. The entire downtown ‘ensemble’ should be tied together with consistent landscaping/street-scaping.
- **Views** - Important views of/from the downtown, river and lakes should be protected, framed and enhanced.
- **Pedestrian Comforts** - Streetscape and building improvements should continue to focus on enriching the pedestrian environment of the City. The riverwalk should be extended along the entire length of the north bank.

Projects/Improvements

The Main Street Downtown Development Authority began the process of updating their Development Plan and Tax Increment Financing Plan in 2014/2015. The plan included projects and improvements to the district with estimated costs for the projects as follows:

KEY		
Symbol for Estimated Cost and Phasing of Improvements	Estimated Cost	Allocation of Capital Projects and Initiatives by Project Category and Priority
\$	1 to 19,999	Annual Allocation
\$\$	20,000 to 49,999	High (1-5 years)
\$\$\$	50,000 to 99,999	Medium (6-10 years)
\$\$\$\$	100,000 to 499,999	Low (10+ years)
\$\$\$\$\$	500,000 and more	

Promotions & Marketing

Marketing and Promotion - \$\$\$ - Annual Allocation

Continuation of downtown events such as, but not limited to, Hops and Props, Boos Brews and Brats, Men's Night, Ladies Night, Sleighbell Parade, Frost Bite Chili Crawl and Friday Night Frenzy.

Branding and Market Study -\$\$\$ - Medium

Complete a branding identity for downtown Manistee which integrates with the Manistee County Visitors Bureau branding effort and an update of the retail and housing market study in light of recent changes in the market influenced by the development of Meijer.

Web Site Update, Newsletter and Downtown Brochure - \$ - Annual Allocation

Regular updates to the Main Street / DDA web site, as well as, periodic publication of downtown newsletter and brochures.



Design

Riverwalk Refurbishment - \$\$\$\$\$ - High

Refurbishment of the riverwalk along the south side of the Manistee River between US-31 and Washington Street. Elements of the project will likely include replacement and/or painting of railings and deck, and improving connections with River Street.

Façade Grant Program - \$\$ - Annual Allocation

Continuation of the façade grant program.

Creation of a Downtown Park/Town Square - \$\$\$\$\$ - Low

Acquisition and demolition of the former Glik's Building to create a downtown park which will provide access to the river as well as serving as a venue for gatherings and downtown events.



Veterans Park Refurbishment and Riverwalk-North - \$\$\$\$\$ - Medium

Improvements to Veterans Park which include ADA access and ramps, removal and replacement of wood decking and rails, removal and replacement of the events pavilion and design and construction of a riverwalk along the north side of the river.

Streetscape Update and Refurbishment - \$\$\$\$\$ - Medium

Improvements to the existing streetscape to include new sidewalks and possible snow melt system, trees, and conversion of lamp luminaires and ballast from high pressure sodium (HPS) to light emitting diode (LED).

Manistee County Library - Low

Provide assistance with improvements to the historic Manistee County Library building at 95 Maple Street.



Recycling Stations - \$ for study and assessment /\$\$\$\$ estimated cost for three enclosures - High

Determine the feasibility for centrally located recycling collection stations in the downtown and if feasible, construct

collection stations.

Economic Restructuring

Redevelopment of Former Chippewa Hotel Property - \$\$ - Medium

Redevelopment of the former Chippewa Hotel located at the west edge of the downtown. The initial step by the DDA would be control of the property followed by a redevelopment concept and developer RFP.

Washington Street Corridor - \$\$\$\$\$ - High

Continuation of redevelopment efforts to create infill and adaptive reuse opportunities along Washington Street between the river and 1st Avenue as envisioned in the Manistee North Corridor plan. Projects may include public-private partnerships, infrastructure assistance, assistance with demolition, and streetscape enhancements.

Memorial Drive Redevelopment - \$\$\$\$ - Low

Provide assistance, if needed, on redevelopment options within the area bounded by Taylor, Memorial Drive and Washington Streets. This area is strategic to the north side of the downtown and serves as a major entry to the downtown and is adjacent to Veterans Park and the river.

Relocation of the Farmers Market - \$\$\$\$ - Low

Relocation of the Farmers Market which is currently located along Memorial Drive.

The Development Plan and Tax Increment Financing Plan will include the allocation of Capital Projects and Initiatives by Project Category and Priority.

Note: The scope and cost of the projects may vary depending on the final design of each component. Project descriptions reflect the overall scope of the projects envisioned by the Manistee DDA. The DDA recognizes that market forces, private investment, future public-private partnerships, and legislative amendments may result in changes to the final design and costs.



Section 2.7: Waterfront

The City recognizes the importance of Waterfront properties as an asset to the Community. Properties with waterfront are a premium for development and highly sought after in most any community. Maintaining and preserving this natural feature is a high priority for the Planning Commission. Marinas are located along the Manistee River Channel and on the shores of Manistee Lake. Manistee Lake also provides a deep water port for various industries located along the shoreline and is an asset to the Industrial Uses located in the City of Manistee and adjacent municipalities.

2.7.1 Beaches

The City of Manistee boasts not one, nor two, but three world class beaches. Sugar sand with easy access not only greets beach users but our beaches are enhanced even more by weekly cleaning with our high tech beach cleaner/comber. First Street beach, Fifth Avenue beach and Manmade Lake beach offer three distinct and unique experiences. Very rarely crowded or overly busy, and always inviting, our beaches draw locals and visitors alike.

2.7.2 Boat Launches

The City of Manistee Operates three boat launches.

- First Street (located on the river channel as part of the Douglas Recreation Area)
- Arthur Street (located on the north-western shore of Manistee Lake, adjacent to the Manistee River mouth)
- Ninth Street (located on the western shore of lower Manistee Lake adjacent to the City wastewater facility)

First Street launch is the primary launch for access to Lake Michigan. It is a pay facility. In 2014 the cost was \$10 for a daily pass and \$40 for a seasonal pass. This money is earmarked for repair, maintenance and improvements to the facility and compliance is enforced by the Manistee Police.

The city takes great pride in its boat launches. Collectively, they are some of the best facilities on the west side of Michigan. The First Street launch is constantly being upgraded and improved. Recent work included widening skid piers, and the addition of a fish cleaning station for successful anglers.

In 2010, the city completely renovated the Arthur Street launch. The addition of an accessible fishing pier makes this a great asset for the whole area. The Arthur Street launch is slated for addition of a fee station in the not to distant future. Finally, the Ninth Street launch is proposed for a makeover once grant funding can be secured.

2.7.3 Marinas

City Marina

The Municipal Marina is located on the south bank of the Manistee River on the West end of River Street adjacent to the Central Business District. A new Universally Accessible Municipal Marina Building was constructed in 2012 and includes technology upgrades, amenities for boaters, public restrooms and conference room overlooking the Manistee River. Two Universally Accessible Lifts are available to assist boaters staying at the Marina and the general public. There is seating, benches and greenspace at the marina for public use and the riverwalk runs through the facility.

Important Information on coordinates to the River Channel and the City of Manistee Public Marina:

Channel:	Marina:
44° 15' 08" N	44° 14' 54" N
86° 20' 58" W	86° 19' 37" W

City of Manistee Boat Access & Marinas

Legend



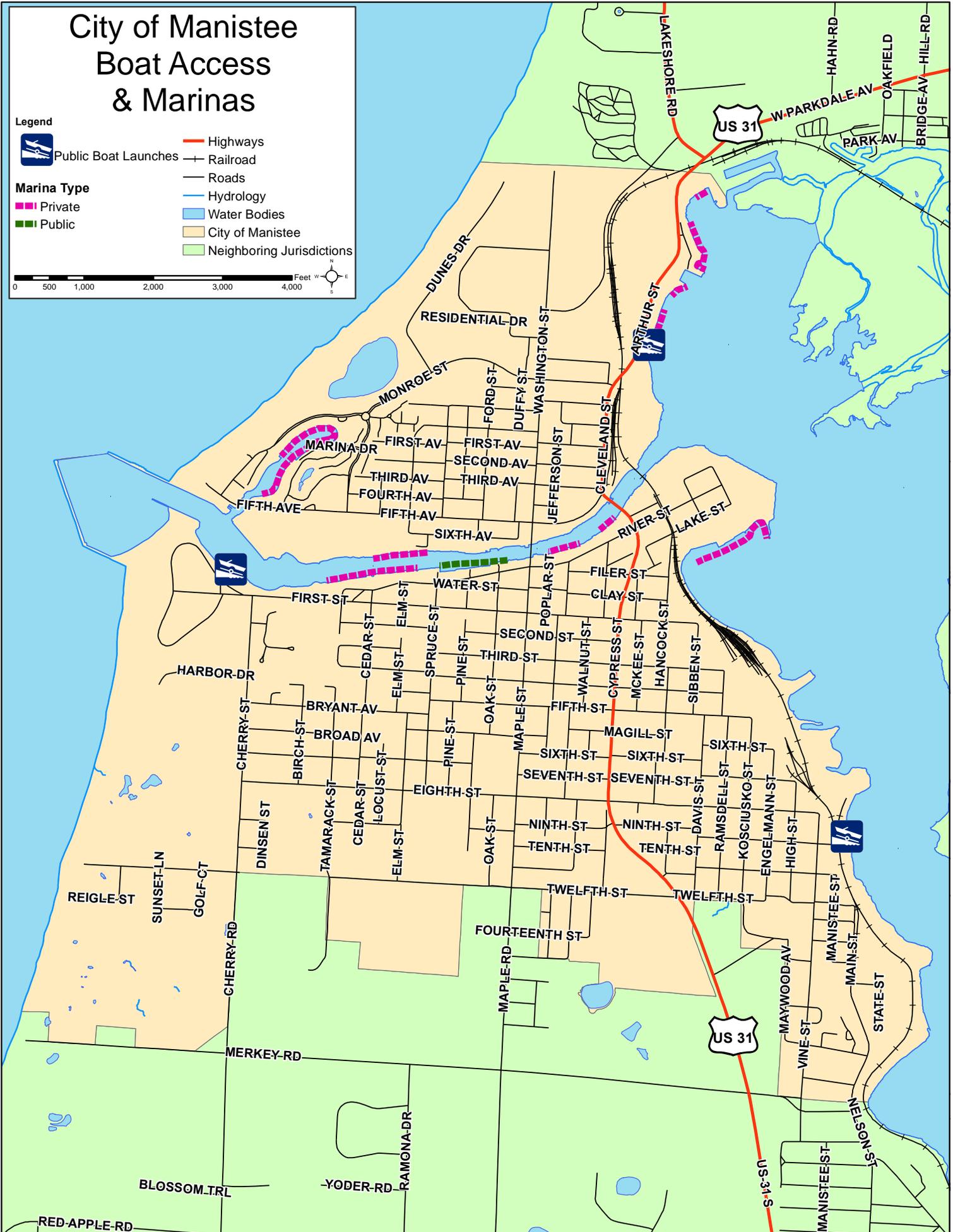
Public Boat Launches

Marina Type

- █ Private
- █ Public

- Highways
- Railroad
- Roads
- Hydrology
- Water Bodies
- City of Manistee
- Neighboring Jurisdictions

0 500 1,000 2,000 3,000 4,000 Feet



Map 2.13 Boat Access & Marinas

Privately Owned Marina's

There are numerous Privately Owned marinas along the Manistee River Channel and Manistee Lake in the City of Manistee including:

- Cedar Street Marina
- Harbor Village Marina
- Shipwatch Marina
- Seng's Marina
- Pier 31

These larger private marinas are augmented by some smaller Marina operations and privately owned boat docks along the River Channel and Manistee Lake.

2.8.2 City Streets and Sidewalks

The majority of the City is a grid street pattern with public alleys. The City is nearing completion of the State Mandated elimination of combined sewers in the City. This process has taken almost 20 years to complete and once done the City will begin focusing on maintaining and upgrading streets. The 2015 Annual Report “State of Streets” is currently available for public viewing and can be located on the City website at: <http://www.manisteeemi.gov/CivicAlerts.aspx?AID=249>

The City has a sidewalk replacement program in place that annually replaces section of sidewalk which have fallen into disrepair. Not every neighborhood in the City has sidewalks and the City recognizes this need to provide safe access for pedestrians.

2.8.3 Public Transportation

The City of Manistee and County are served by a Dial-A-Ride service that operates on an as-needed basis serving one of the many transportation demands of the community. Refer to map 2.14.



2.8.4 Non-Motorized Transportation

There is a need to provide adequate parking and non-motorized trails that meet the needs of residents and visitors. Refer to map 2.14. The Overview from the City of Manistee Non-Motorized Transportation Master Plan adopted February 5, 2008 reads:

“The City of Manistee Master Plan establishes that there historically and currently is an interest in non-motorized facilities within the City of Manistee. Established non-motorized facilities are those improvements and provisions made to enhance bicycling and walking such as bike lanes, bike racks, sidewalks, river walk, etc. Creating a transportation environment that provides universal accessibility and encourages bike usage, walking and the combined use of aforementioned and public motorized transportation (dial-a-ride) will enhance the City in providing for the following:”

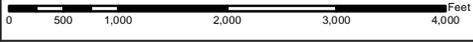
- Increased safety for pedestrians, persons with wheelchairs/disabilities and cyclists;
- Other transportation and fitness opportunities;
- Alternatives for maintaining a healthy lifestyle;
- Environmental stewardship;
- Increased awareness for community sustainability;
- Connectivity, being the linkage between various destination points in the community and surrounding communities.

Transportation system information is displayed on map 2.14.

City of Manistee Transportation

Legend

-  Dial-A-Ride
-  Draw/Swing Bridge
-  Deep Water Port
-  Railroad Facilities
-  Highways
-  Roads
-  Land Trail
-  Water Trail
-  Hydrology
-  Water Bodies
-  City of Manistee
-  Neighboring Jurisdictions



Map 2.14 Transportation

2.8.5 Deep Water Port

Manistee owes its very existence to its natural geography and the access provided by its location on the Great Lakes. Commercial freighters access a full domestic port facility at Manistee Lake through the Manistee River Channel. The importance of maintaining a 23 dredged foot depth in the Manistee River Channel is instrumental in the delivery of goods to the deep water port which serves several Manistee Lake industries.

2.8.6 Rail

A Daily Rail Freight Service is another key component in the success of the numerous industries around Manistee Lake. There has been talk since the 1980's to relocate the rail around the lake which would eliminate the train bridge across the Manistee River Channel and two railroad crossings on U.S. 31 on the North Side of town within the City Limits.

2.8.7 Commercial Airport

Manistee County Blacker Airport provides daily commercial air service to Chicago Midway, as well as offering scenic plane tours of Northern Michigan and offering private flight services. Information on available services can be found on their website at: <http://flymanistee.com/>

Section 2.9: City Services

An inventory of City Services which includes all public services was completed and broken down into categories as follows:

2.9.1 Administration

City Hall is home to the Administrative Offices of the City and the Police Department. The following Departments are located at City Hall:

2.9.2 City Manager

The City Manager is hired by the City Council; the City Manager is the Chief Administrative Officer for the City of Manistee.

The City Manager is primarily responsible for the efficient administration of all city departments; the enforcement of all city laws and ordinances; the appointment of certain city department heads, with the consent of City Council; to fully advise the council on policies, affairs, financial conditions and the needs of the city; the enforcement of any franchises, contracts or agreements and the recommendation and administration of an annual city budget.

2.9.3 Assessing

The City Assessor is an administrative officer appointed by the City Council. The assessor is responsible for property tax administration, valuation and record-keeping for real and personal property in the city. Real property is land and improvements. Personal property includes furniture, fixtures, machinery and equipment and is generally owned by commercial, industrial and utility companies.

The City Assessor administers principal residence (homestead) exemptions in conjunction with the State of Michigan. Homeowners are allowed one exemption from the 18 mills of school operating tax on their principal residence or homestead.

2.9.4 City Clerk

The City Clerk's office shares staff and duties with the Financial Services Department. Its responsibilities are:

- Accounts payable
- Bank reconciliations
- Banner permits
- Employee benefits
- Employee \ retiree insurance
- General ledger maintenance
- Maintaining voter registration records
- Management of school, local, state and federal elections
- Payroll management and maintenance
- Preparation of council minutes
- Property \ casualty insurance claims
- Publishing ordinances and board vacancies
- Safekeeping all city documents
- Records retention coordinator

2.9.5 Financial Services

The Financial Services Department is responsible for all financial activities in the city, with three main areas of responsibility: finance, treasury and information technology. The main activities of the department include:

- Drafting policies and procedures
- Investing all city funds
- Maintaining the city's accounting records
- Managing the annual audit
- Receiving all city revenue
- Paying all city bills
- Preparing the annual budget
- Serving as Chief Technology Officer / managing IT contracts

2.9.6 Department of Public Safety (Police and Fire)

In 2010 the Police Department and Fire Department were merged into the Department of Public Safety.

City Police Department

The Manistee City Police Department is a young, progressive department with many plans for the future. The department works in conjunction with local law enforcement agencies and rescue services to provide the best service to the community and its guests. The department currently has a staff of 19 full- and part-time employees.

Currently there are five patrol cars which patrol 40 miles of city streets. The department also has a car for the detective sergeant's use. During the summer months there is a bike patrol for community policing and summer events. Officers regularly conduct foot patrols throughout the downtown area, the Riverwalk and local beaches. A Polaris Ranger beach vehicle funded by a Local Revenue Sharing Grant will allow officers to patrol the beaches more effectively and respond to emergencies more quickly.

City Fire Department

The Fire Department has a budgeted staff of eight full-time employees, seven firefighters and one public safety director. The department provides the city with fire protection and medical response services, including basic life support transport services.

In addition, firefighters conduct an active fire prevention program, conduct fire prevention and pre-planning inspections, inspect the city's fire hydrants and maintain the city's 117-year-old fire station. All firefighters are specially trained for cold water and confined space rescue, and some Hazmat operations.

2.9.7 Department of Public Works

The Department of Public Works is the largest and most diverse of the city's departments. Its main areas of work include the streets, parks, water system, sewer system, Wastewater Treatment Plant (WWTP), motor pool and the maintenance of these facilities.

It provides such services as snow plowing, sanding, street repairs, traffic control, tree trimming, chipping, leaf pick-up, brush collection, park maintenance, flooding the ice rink, making compost, fleet maintenance, beach grooming and public area maintenance, to name just a few. The Public Works Department also assists other organizations as necessary, especially during the city's festivals and peak summer season.

2.9.8 Planning & Zoning Department

The Planning and Zoning Department handles a variety of functions for city government. Activities include: Staff Liaison to the Planning Commission, Historic District Commission, Zoning Board of Appeals and Non-Motorized Transportation Committee. Processing requests, maintaining master files for each Board, acting as Recording Secretary for the Brownfield Redevelopment Authority and maintains master files for the Authority. Acts as the City Planner and Zoning Administrator, issues permits, develops language for zoning amendments and maintains the Zoning Ordinance. Maintains the master files for the Codified Ordinance and is one of two administrators for the City Web Page. City Contact for the Rental Registration Program and Building Permit inquiries; point person for the Redevelopment Ready Communities Program and prepares/processes grants.

Section 2.10: Schools and Education

The City of Manistee is contained within the Manistee Area Public School District as displayed on map 2.15. Four of the five Manistee Area Public Schools are located in the City of Manistee. Additional school options are available at Trinity Lutheran and Manistee Catholic Central which are both located within the City. School options are important as there is the school of choice for families within the City of Manistee as well as throughout Manistee County. Options allow for students to attend schools which best fit their character and scholastic needs.

Higher education and trade school training are important in expanding an individual's knowledge and skill set in preparation for career opportunities. West Shore Community College is located 17 miles south of the City of Manistee and offers a variety of courses and study areas which one can pursue to increase their knowledge in a subject and to ultimately place themselves competitively in the job market. West Shore Community College also offers courses at the West Shore Medical Education Center located a couple of miles north of the City of Manistee in the West Shore Medical Center Campus. The West Shore Medical Center offers hospital and emergency services to the area with 40 available beds and has cooperative care with neighboring Munson Healthcare in Grand Traverse County. Discussions with Baker College about offering courses locally have been occurring recently. Having additional higher educational courses available from other colleges can fill potential gaps which may be missing in terms of course offerings and educational areas of focus.

It is important to work in a collaborative manner with our school systems and higher educational institutions in order to identify specific areas of focus which are needed to fill positions which are offered not only within the City of Manistee, but also regionally. Further collaboration with the intermediate school districts provides opportunities geared towards shared resources, specifically athletic and recreational opportunities which can save monies through consolidation and maintenance.

2.10.1 Administration and School Buildings

Manistee Intermediate School District Offices

772 E. Parkdale Ave.
District Offices

Superintendent's office and Kennedy Elementary School

550 Maple Street
(grades 4-6)

Jefferson Elementary School

515 Bryant Avenue
(pre-school, Young 5's, Kindergarten)

Trinity Lutheran School

420 Oak Street
(preschool – 8 grade).

Manistee Middle School and High School

525 Twelfth Street
(grades 7 – 12)

CASMAN Alternative Academy

225 Ninth Street
(7 – 12 grade)

Manistee Catholic Central

1200 S. US 31
(preschool – 12 grade).

City of Manistee School District & Buildings

Legend

- School Properties
- Railroad
- Hydrology
- Water Bodies
- Highways
- Manistee Area School District
- Roads
- City of Manistee

0 750 1,500 3,000 4,500 6,000 Feet

Id #	Name
0	James Madison Elementary
1	Manistee Catholic Central
2	Casman
3	Manistee High/Middle
4	John F. Kennedy Elementary
5	Thomas Jefferson Elementary
6	Trinity Luthern
8	Manistee ISD



West Shore Medical Center Education Center

West Shore Community College South 17 Miles

Map 2.15 School District and Buildings

Section 2.11: Guiding Ideas for Plan Development

This portion of the Master Plan presents a broad spectrum of information related to current conditions and evolving planning trends in the City of Manistee. This section of the plan began with discussion on “likes, dislikes and direction for the future”. This was followed by answering the question “If you were to drive through Manistee or view it from the air in ten years what would you see?”

The Planning Commissioners drafted a list which was utilized as a starting place for the public input sessions. The public input sessions would further expand the list which would provide a basis for goal and project development and ultimately develop the Future Land Use Plan. The top five initial responses for each category were as follows:

2.11.1 What Do You Like About the City?

1. Natural Bodies of Water (Lake Michigan Shoreline, Beaches, Manistee Lake, Manistee River Channel, Man-Made Lake)
2. Safe, friendly, family oriented, small town atmosphere, solid sense of community
3. Cultural opportunities in the area; The Ramsdell Theatre is a true gem with the Arts and Theater; Music on Tuesdays at the Gazebo and Thursdays on the River; renovating Vogue Theatre; Museums; Festivals
4. Recreational opportunities (Riverwalk, Parks, Golf, Indoor Pool, Indoor Walking Track, etc)
5. Great City services Fire, Police, Roads, Trash pickup
5. Manistee has a great school system with great sports teams and academics

2.11.2 What Do You Dislike About the City?

1. The lack of opportunity for high school and college graduates to obtain a well-paid job with future opportunity for advancement
2. City Taxes, Higher taxes than surrounding townships
2. Limited choices in restaurants
3. Limited Shopping opportunities, hours and selection, closed on Sundays, closed evenings (summer also)
4. Condition of buildings, empty storefronts and streetscape

2.11.3 Direction for the Future

1. Choices for everything (Restaurants, shopping, recreation, entertainment)
2. Job increase
3. Better Co-op between City and outlying areas; Manistee Agencies/Township pulling together to bring more manufacturing and retail jobs to Manistee and the County; Open forums with the City Council, Planning Commission, AES and Chamber held away from City Hall
4. Improved and expanded tourist information for the Manistee area (Midwest Living article an excellent example); Enhanced promotion of Manistee to Michigan and the Midwest (e.g. boating publication); promotion of Manistee County as a site for new industry and business which would employ larger numbers of people and increase starting wage levels; Create a positive acceptance of new industry and business from our local leaders and existing business
5. Economic development focus on solid long-term job growth
5. More improvement from community such as restarting of the Tuesday Committee

2.11.4 Ten Year Vision

1. Fully occupied downtown
2. More jobs/commercial & Industrial facilities
3. Removal & Reroute of train tracks to spur commercial development
4. Vastly developed downtown and new streetscape, parks and fountains

4. Enlarged Hospital with increased beds, specialists and medical treatments.

This was the starting point the Planning Commissioners used to begin the development of this plan. This was then followed by gathering Citizen input as detailed in Section 2.12.

Section 2.12: Community Input

Public input is one of the most important factors to be included in a planning process for the development of any plan which sets policy for governmental entities. This planning process embraced public input through the utilization of public input sessions and a survey administered to the public. The findings of each form of public input are summarized within this section of the plan, and the information provided would help to shape Chapter 3 of this plan which outlines goals and tasks as well as the future land use plan for the City of Manistee.

2.12.1 Public Input Session November 21, 2013

A Visioning Session was held on November 21, 2013 at City Hall for the purpose of gathering input from the public for use in formulating the long range priorities, goals, and strategies for the plan. The session was held as part of the Lakes to Land Regional Initiative (www.lakestoland.org), a 16-community planning collaboration in northwest Michigan which spanned between Manistee and Benzie Counties.

Sixteen people attended the Visioning Session which was facilitated by Beckett & Raeder, Inc., the consultant agency serving the Lakes to Land Regional Initiative. The attendees arrived to find seven tables set with exercise sheets and other materials. Groups sat at four of the seven tables: # 2, 3, 5, 7. These numbers are referenced throughout this summary. The facilitator asked a series of six questions, giving the groups approximately five minutes to develop as many answers as possible to each of the questions.

Each individual then used dot stickers to indicate their preferred answers. They voted for one item on the first question and two items on questions 2-6. When each table had generated and voted on their top three visions for the future, participants were asked to offer three strategies for achieving each vision. The groups then presented these visions and strategies to the audience as a whole.



Each group's top three visions were then written on poster-sized sheets and hung near the exit. Attendees were asked to use their remaining three voting stickers to indicate their top priorities among all of the suggested visions.

This summary includes the results of the Visioning Session along with one citizen e-mail. The Collective Prioritization will be used to develop an online survey to confirm the priorities in the wider community.

Collective Prioritization	Votes
Jobs and economic base	12
Vibrant community	9
Be a trend-setter	8
Stronger downtown and expanded retail	7
Less city debt	6
Eliminate blight	5
Clean water, clean air, clean government	5
Fill industrial parks	2
Expanded riverwalk trail	2
Better restaurants	1

Table 2.6: Collective Prioritization

2.12.2 Public Online Survey January – February 2014

After the completion of the initial Public Input Session an on-line survey was posted on the City of Manistee’s website during January –February 2014. The online survey questions were developed based upon the Collective Prioritization results gathered from the initial Public Input Session. There were 72 responses to the survey during the two month period during which it was open. The survey introduction read as follows:

“The following priorities for the City of Manistee were developed at a Community Visioning Session held on November 21, 2013. Please rank them in the order of importance to the City of Manistee, with “1” being the most important.”

The response to the question in order of priority are displayed in table 2.7 below:

Answer Options	1	2	3	4	5	6	7	8	9	10	11	Rating Average	Response Count
Sufficient jobs at livable wages	38	13	10	1	2	1	4	1	1	0	1	2.36	72
Blended economic base of tourism, commercial and industrial	12	10	10	11	6	7	2	4	1	5	4	4.54	72
Governmental efficiency and transparency	5	6	12	12	8	4	7	7	6	1	4	5.25	72
Expanded downtown retail offerings	1	5	9	11	7	17	5	7	4	5	1	5.65	72
Filled industrial parks	2	14	7	8	8	5	5	2	7	8	6	5.74	72
Lower city debt	2	9	6	7	9	7	7	10	7	2	6	5.99	72
Cleaner air and water	4	4	3	4	5	7	8	13	11	11	2	6.88	72
Expanded restaurant offerings	2	2	6	3	13	8	9	5	5	7	12	6.93	72
Become trend setters, shapers and innovators of successful community development incentives	4	2	5	5	6	2	12	9	6	10	11	7.17	72
Blight elimination	0	5	3	3	5	10	11	9	14	5	7	7.19	72
Expanded riverwalk and non-motorized transportation trails	2	2	1	7	3	4	2	5	10	18	18	8.31	72
Answered question													72
Skipped question													0

Table 2.7: Survey Priority Response Ranking

Having held an initial public input session followed by an online survey, results displayed the importance of economic development with a diversified economic base, governmental efficiency and transparency with lower debt, expanded retail and restaurant offerings, clean air and water, and blight elimination to name a few of the top priorities. This

information as developed through public input displayed some important areas of focus, but lacked sufficient input to shape and develop goals and tasks to see the desires of the public become a reality. To further involve the public in the establishment of a direction for the City a final public input session was planned.

2.12.3 Public Input Session October 15, 2015

The final public input session was held on October 15th, 2015 in the City Council Chambers at City Hall. The format of this public input session varied from the session held previously. This input session would utilize the main ideas from the previous vision session and survey to create over arching themes under which the ideas could be placed. Then the session was utilized to identify Strengths, Weaknesses and Opportunities as they related to the themes. Ultimately it was the public input of this session which would outline the creation of the goals and tasks for the plan.

The over-arching themes which were utilized during this public input session are:

- Economic Development and Job Creation
- Transportation
- Land Use and Zoning
- Housing
- Education and Schools
- Aesthetics and the Environment
- Public Safety
- Government Efficiency and Communication

During the public input sessions, the public was split into several groups and seated at tables. Planning Commission members present and members of the public that arrived together were separated and sat at different tables. The purpose of this was to help foster and stimulate conversation and discussion amongst participants which may be unknown to each other.

Each table was provided a set of sheets of paper with a planning theme identified at the top of the sheet. The sheets then asked the questions pertaining to strengths, weaknesses and opportunities of each of the themes. The tables discussed the issues and filled out each of the sheets pertaining to a specific theme.

Upon completion of this exercise, the sheets were then gathered and the information combined into a singular document which outlined the sound public input for each of the themes presented. This information established through two public input sessions and an online survey would then be utilized to develop draft goals and tasks for the City of Manistee. The direct information gathered at the public input sessions and through the survey can be found in Appendix A.

It is important to note that many identified goals and tasks are not directly linked to the City of Manistee Planning Commission. This information was tallied and logged in order to be provided to the correct department, agency or responsible party for their information and to hopefully assist in future decision making.

CHAPTER 3: GOALS, FUTURE LAND USE AND IMPLEMENTATION

This section of the Plan builds upon the Community profile presented in Chapter 2. The form and vitality of any community is defined largely by how its citizens see the way land is used and how that use relates to their daily life. As a result, the way we use the land is linked directly to the quality of life in the City of Manistee.

As a guide the Plan is dynamic in nature; changing conditions may affect some assumptions used within the Plan, but changing conditions don't necessarily mean the Plan must change. The City must examine changes as they develop and decide if the principles on which the Plan was based are still valid. If so, the Plan should be followed. Although it should also be noted that changes to the core themes of the plan guiding policy may not be necessary, periodic plan updates to include the most current and relevant land use data and public input should be a priority.

The relationship between the Master Plan and the Zoning Ordinance is often misunderstood. The Master Plan is a guide for land use for the future, setting a policy by which to guide regulatory measures and land use decision making. The Zoning Ordinance regulates the current and future use of the land.

The Master Plan is a legislatively necessary for the establishment of policy for direction towards the establishment of a regulatory zoning ordinance. The Zoning Ordinance is a regulatory land use law that must be followed by the community's residents and others wishing to utilize or develop a parcel of property within the City.

The Plan Goals and Tasks are developed from available land use data, census figures, regional studies available to the community and public input that identified a number of important areas of concern that are important to the Master Plan effort and the entire community. These Goals and Tasks are covered in Section 3.1.

The Action Plan found in Section 3.2 outlines Goal and Task implementation through coordinated efforts which includes a series of implementation strategies that outline a course of action to realize the vision of the Master Plan.

The Future Land Use Plan, which outlines land use categories and contains a map displaying land use district locations establishing the policy which guides the placement of zoning districts and the regulatory requirements found within them. The Future Land Use Plan is located in Section 3.3, followed by the Zoning Plan in Section 3.4.

Section 3.1: Goals and Tasks

Themes which are over-arching broad categories meant to capture many varied aspects of land use planning were derived from the critical assets of the City such as infrastructure, building characteristics, transportation, governmental operations, educational systems, historic areas/structures and natural features. Each of these are accounted for and categorized into the Themes.

Goals were derived from available data and public input found within this Master Plan. The goals are general in nature and attainable through concerted effort. The Tasks are designed to be specific to the goal and are regarded to be the milestones in the journey to achieve the goal. Tasks are further supported by the identified responsible party which should lead implementation and coordination efforts.

The Tasks following the goals are organized into tables. The tables utilize a color-coding system for the identification of planning commission Task and those Tasks that are the responsibility of another party as well as an abbreviation for the department, board, commission, committee or agency which should assist in the efforts of implementing the Task. The tables don't outline time frames at this time for completion of the tasks for each goal. The assignment of tasks which are under the guidance of various departments, agencies, committees and groups rely upon coordination of those responsible parties in order to move towards completion of tasks for each goal. It is suggested that the goals and tasks outlined within this planning document be reviewed by the responsible parties and then be accounted for and organized into the work plans which are utilized to guide the actions of the responsible parties. More information on

the steps necessary for the implementation of these goals and tasks can be found in Section 3.2 the Action Plan, which identifies the necessary steps for moving forward with implementation efforts.

The identified color-coding below outlines those tasks which the Planning Commission is included as a responsible party and for those tasks for which implementation efforts fall upon other departments, agencies, committees and/or groups.

Tasks which include the Planning Commission as a Responsible Party are shaded:



Tasks which don't include the Planning Commission as a Responsible Party are shaded:



The Responsible Party Tables below provide an abbreviation for departments, agencies, committees and groups which are important to the implementation efforts of the Goals and Tasks.

Responsible Party	Abbreviation	Responsible Party	Abbreviation
Alliance for Economic Success	AES	Manistee Area Chamber of Commerce	MACC
City Council	CC	Manistee Housing Commission	MHC
City Manager	CM	Non-Motorized Transportation Committee	NMTC
Army Corps of Engineers	COE	City Parks Commission	CPC
Dept. of Environmental Quality	DEQ	Planning Commission	PC
Dept. of Public Works	DPW	City Police Department	PD
Finance Director	FD	Planning & Zoning Administrator	PZ
Harbor Commission	HC	Visitor's Bureau	VB
Historic District Commission	HDC		
Main Street/DDA	MSDDA		

Table 3.1 Responsible Parties and Abbreviations

Theme: Economic Development/Jobs Creation

Goal 1: Explore new opportunities for assisting Downtown as well as supporting opportunities which currently exist.

Task	Responsible Party
Continue to work with the MS/DDA, Visitor's Bureau and the Chamber to Promote and Advertise downtown businesses and events.	CC, PZ
Exploration of other options (i.e. tax abatements, grants etc.) that would further assist with business recruitment, staff should continue to participate in existing programs, seminars and conferences which educate on available opportunities.	MSDDA, PZ
Continue to utilize volunteers for events, maintain and established database for volunteers, and recruit volunteers for events with consideration of sufficient time for volunteers to coordinate their schedules for participation.	MSDDA

Goal 2: Maintain and continue to utilize water resources around the City for promotion of economic development.

Task	Responsible Party
Maintain the existing deep water port	COE, HC, AES
Establish and maintain view corridors along the river from both recreational spaces, but also for commercial and residential areas which are water adjacent. Views should be maintained but bank stabilization and the protection of vegetation should be a priority.	PC, DEQ

Task	Responsible Party
Continued integration of businesses with waterfront resources, through access to the Riverwalk or other waterfront areas, with support for boat slips for access to businesses.	MSDDA, AES, PC, PZ
Continued maintenance of established water recreation areas for the public	MSDDA, DPW

Goal 3: Receive and maintain status as an approved municipality in the Redevelopment Ready Community (RRC) Program through the State of Michigan.

Task	Responsible Party
Obtain certification of the RRC program by meeting all requirements.	PZ
Set and hold an annual meeting with Council, boards and commissions which pertains specifically to the RRC Program, outlining how the State program assists the community and how to continue to harness the programs opportunities.	PZ
Market and assist with the development of properties within the City through RRC program with assistance of the State.	PZ, MSDDA
Follow best practices for the RRC program as modeled by the State	PZ, PC

Goal 4: Continued work towards communication and consensus of both residents of the community but also amongst various departments, boards and commissions.

Task	Responsible Party
Continue to maintain an updated web page with information that is important to the development process as well as for keeping visitors and residents informed.	PZ, FD
Utilize a single point of contact for interest in development activities and for initiation of the development process, this point of contact should work with contacts of all necessary departments/agencies, and potentially hold an annual meeting to discuss how to continually improve the development process	PZ, PC

Goal 5: Continue to work with agencies and groups outside of those within the City of Manistee Government.

Task	Responsible Party
Work with the various agencies and groups outside the City to identify unique recreational opportunities within and adjacent to the City that will bring economic benefits to the local merchants.	PZ, AES, CPC, MSDDA
Seek assistance from other communities to learn of successes that can be utilized in our community.	CC, PC, PZ
Seek to work with neighboring jurisdictions agencies and groups to work towards solutions to problems which are Areas of Greater Than Local Concern.	CC, PC

Goal 6: Seek and expand job creation which is sought after by many local residents.

Task	Responsible Party
Continue to support agencies that work to foster job growth in the community including but not limited to the Manistee Manufacturers Council, West Shore Community College, Chamber of Commerce, Manistee Visitor's Bureau, DDA and Alliance for Economic Success.	CC

Goal 7: Continue to embrace Place-making as method to draw interest of those wishing to locate themselves within a community which offers experiences and a style of living which is uniquely Manistee.

Task	Responsible Party
Encourage population growth and development through known Place-making practices, which have been thoroughly researched and developed	PC, PZ, MSDDA

Task	Responsible Party
Continue to maintain resources already in place that make Manistee a unique place to live and visit.	PC, PZ, MSDDA
Continue to participate in regional recreational planning processes for development of plans which meet State approval for grant funding.	CPC, PZ, DPW

Goal 8: Continue to support through land use practices the opportunity for residents to pursue occupations within their residences.

Task	Responsible Party
Review zoning requirements to ensure that home occupations are allowed with proper regulatory requirements which offer protections to adjoining property owners.	PC, PZ

Goal 9: Maintain a GIS database of property information for marketing purposes.

Task	Responsible Party
Develop a GIS database that contains specific information pertaining to each commercial/ industrial property that can be used as marketing tool for development and/or redevelopment.	PZ, MSDDA

Goal 10: Work with Networks Northwest, MSU Extension and USDA Rural Development during the Stronger Economies Together (SET) Planning Process.

Task	Responsible Party
Participate in the nationally recognized SET Planning Process which is regionally coordinating economic development efforts between Manistee, Benzie, Grand Traverse and Kalkaska Counties.	PZ, CM, MSDDA

Theme: Transportation

Goal 1: Continued support of non-motorized transportation and the non-motorized committee.

Task	Responsible Party
Encourage the placement of bike racks at specific destinations within the City. Continue to require bike racks for parking lots with ten space or more.	PC, PZ, NMTC
Explore options for bike rental in the City.	MSDDA, NMTC
Continue to support and works towards non-motorized trail connections to destinations and amenities both within and outside the City.	NMR, DPW
Continue to support maintenance/development of sidewalks and bike lanes where feasible.	NMTC, DPW

Goal 2: Continual review of streets and parking adequacy.

Task	Responsible Party
Continue to have discussion and open dialogue about parking availability and options.	PC, PZ
Support road improvements under direction and leadership of the public works department.	CC

Goal 3: Continue to provide Deep Water Port and Rail access

Task	Responsible Party
Identify current need of established rail system, rail yards and options.	PC, PZ

Goal 4: Continue to support private marina business within the City.

Task	Responsible Party
Provide assistance for developments with marina approval processes at local, state and federal levels	PC, PZ

Theme: Land Use and Zoning

Goal 1: Allowance for increased residential uses in the downtown.

Task	Responsible Party
Review zoning that allows first floor residential uses if separated from the commercial use of the building as well as meeting all applicable state building codes.	PC, DZ
Encourage the development of residential uses on upper stories of existing commercial buildings within the downtown.	PC, PZ, MSDDA

Goal 2: Review of industrial areas within the City

Task	Responsible Party
Review zoning to ensure that industrial areas are not hindered for development.	PC, PZ
Review industrial rail area, making determinations upon the necessity of rail for infrastructure for industrial zoned properties.	PC, PZ, AES
Provide further support and research into the marketing of vacant industrial lots within the City.	PZ, AES

Goal 3: Consideration for the placement of land uses

Task	Responsible Party
Determine that adjacent uses are compatible with one another, and provide visual buffering of unsightly commercial and industrial refuse areas, storage and mechanical equipment from residential areas	PC, PZ
Ensure that land use requirements provide the setting aside of easements for infrastructure placement and that street system infrastructure is protected from encroachment.	PC, PZ, DPW

Goal 4: Explore application of Low Impact Development requirements for environmental sustainability.

Task	Responsible Party
Utilization of stormwater requirements to allow retention and infiltration of stormwater runoff for protection of property and surface waters.	PC, PZ, DPW

Goal 5: Maintain an accurate and up-to-date land use spatial database.

Task	Responsible Party
The GIS spatial database created to contain all parcel land uses, historic information, rental properties and redevelopment ready information should be updated regularly to correspond to on the ground conditions.	PZ

Theme: Housing

Goal 1: Support for preservation of historical homes within the City.

Task	Responsible Party
Encourage the maintenance and upkeep of this historical resource	HDC, PZ

Goal 2: Consideration for senior housing within the City.

Task	Responsible Party
Maintain existing senior housing and support expansion of assisted living options through marketing of potential sites.	MHC, PZ
Set aside senior housing space that is utilized solely by seniors as the needs of seniors differ from other age cohorts.	MHC

Goal 3: Housing space, size, and rental considerations

Task	Responsible Party
Support the collaboration of multiple local units of government in the development of a housing plan which can meet current and forecasted trends and be implemented and met throughout several local municipalities.	CC, PC, PZ, MHC, AES

Theme: Education/Schools**Goal 1: Work and collaborate with local colleges.**

Task	Responsible Party
Work with West Shore Community College (WSCC) to identify specific study areas of focus which may be beneficial for residents of the City and surrounding areas. Support expanded classes at the West Shore Medical Center Education Center.	CC, AES
Work with Baker College to identify specific study areas of focus which may be beneficial for residents of the City and surrounding areas.	CC, AES

Goal 2: Support exploration of fiscally responsible before and after school programs for school age children whose parents are working

Task	Responsible Party
Support the teen center and programs which allow children and teenagers opportunities for before and after-school activities.	CC

Theme: Aesthetics and Environment**Goal 1: Continue support for façade improvements for downtown historical buildings**

Task	Responsible Party
Support the Historic District Commission and the work they perform with historic property owners	CC, MSDDA, PZ

Goal 2: Market and promote the development and redevelopment of under utilized properties

Task	Responsible Party
Develop a plan and database which outlines current commercial buildings, provides information for an aesthetic quality ranking and provides data for marketing purposes.	PZ, MSDDA

Goal 3: Maintain amenities that make the downtown area unique

Task	Responsible Party
Continue to maintain the Riverwalk as a destination for downtown. Work to increase the beauty of the landscape and the connections to downtown.	MSDDA
Continue to works towards a more desirable streetscape through the utilization of trees, benches and landscaping which promotes beauty and a sense of place.	MSDDA

Goal 4: Work towards eradication of blight.

Task	Responsible Party
Continue blight enforcement program and zoning ordinance enforcement.	PD, PZ

Goal 5: Promote environmental quality of air, land and water.

Task	Responsible Party
Ensure soil erosion protection practices are utilized and enforced for development and soil disturbance activities.	PC, PZ, DPW
Support building practices which utilize Low Impact Design (LID) measures and meet Leadership in Energy and Environmental Design (LEED) practices.	PC, PZ
Support and work through watershed and other environmental land use planning processes which impact local water and land resources.	PC, PZ

Theme: Public Safety**Goal 1: Promote public safety, and support our law enforcement and fire personnel.**

Task	Responsible Party
Support the established neighborhood watch program, and expansion of the program into areas of the City where it may be lacking.	CC, PD
Emphasize the importance of neighborhood communication and getting to know one's neighbors	CC, PD
Continue support for the SCENT program as a priority for reducing drug related crimes within the community.	CC, PD
Support for continue education for drug abuse in the City and surrounding areas.	CC, PD

Theme: Governmental Efficiency and Communication**Goal 1: Continue to utilize and expand communication with residents.**

Task	Responsible Party
Continue to keep the City's Web Site up to date, and emphasize the importance of the website as a tool for communication with the City's residents.	PZ, FD
Continued use of the community newsletter which is provided with the tax bill	CM, CC, FD
Utilize Social Media as a method to communicate information to the residents and visitors.	CM, CC, FD
Utilize all communication methods to emphasize the importance of participation at meetings as the primary method with which to have detailed open dialogue and discussion where accountability for one's words and actions are of utmost importance to furthering the desires of the residents of the City.	CM, CC, FD

Goal 2: Promote government efficiency and sound fiscal responsibility through budgeting.

Task	Responsible Party
Continued collaboration amongst departments and agencies to provide assistance to one another and to ensure efforts aren't duplicated.	CC, FD
Continued sound budgeting by departments with a goal towards fiscal responsibility to the residents.	CC, FD

Section 3.2: Action Plan

The development of goals based upon community input, pertinent data contained within this plan and the collaborative process involving Planning Commission Members and Planning Department Staff have outlined recognized needs across the community. Avenues for meeting goals through implementation of this plan is the single biggest task to come out of this Master Planning Process.

In order for successful implementation of the goals of this plan, sound focus from elected officials, appointed officials, department staff and citizen volunteers is needed to support a unified vision for meeting the desires of the community. An approach to meeting the goals of this plan can be applied through a flow chart which identifies an Action Plan. The goals and tasks of the plan should be fit into work plans for each respective responsible party. Work plans can be updated regularly which allows for ease of tracking of success and failures for completing tasks and meeting goals. Work plans should be developed for guidance for each of the responsible parties.

- Identification of Responsible Parties and development of a Work Plan for each Party
- Identification of goals and tasks establishing time frame for completion and placement in Work Plan.
- Identification of options for the steps warranted to make progress towards completion of goals/tasks
- Choosing appropriate steps to be taken to make progress towards a determined course of action.
- Setting a Course of Action which lays out incremental steps, determines costs, weighs costs and benefits, engages necessary stakeholders and works towards completion of a goal and tasks.
- What is the Outcome upon completing the course of action?
- Evaluate the Outcome to see if it properly meets the goal, satisfies portions of the goal or misses the mark completely
- Determine if the goal is truly met or if additional steps need to be taken to ensure the goal is met.

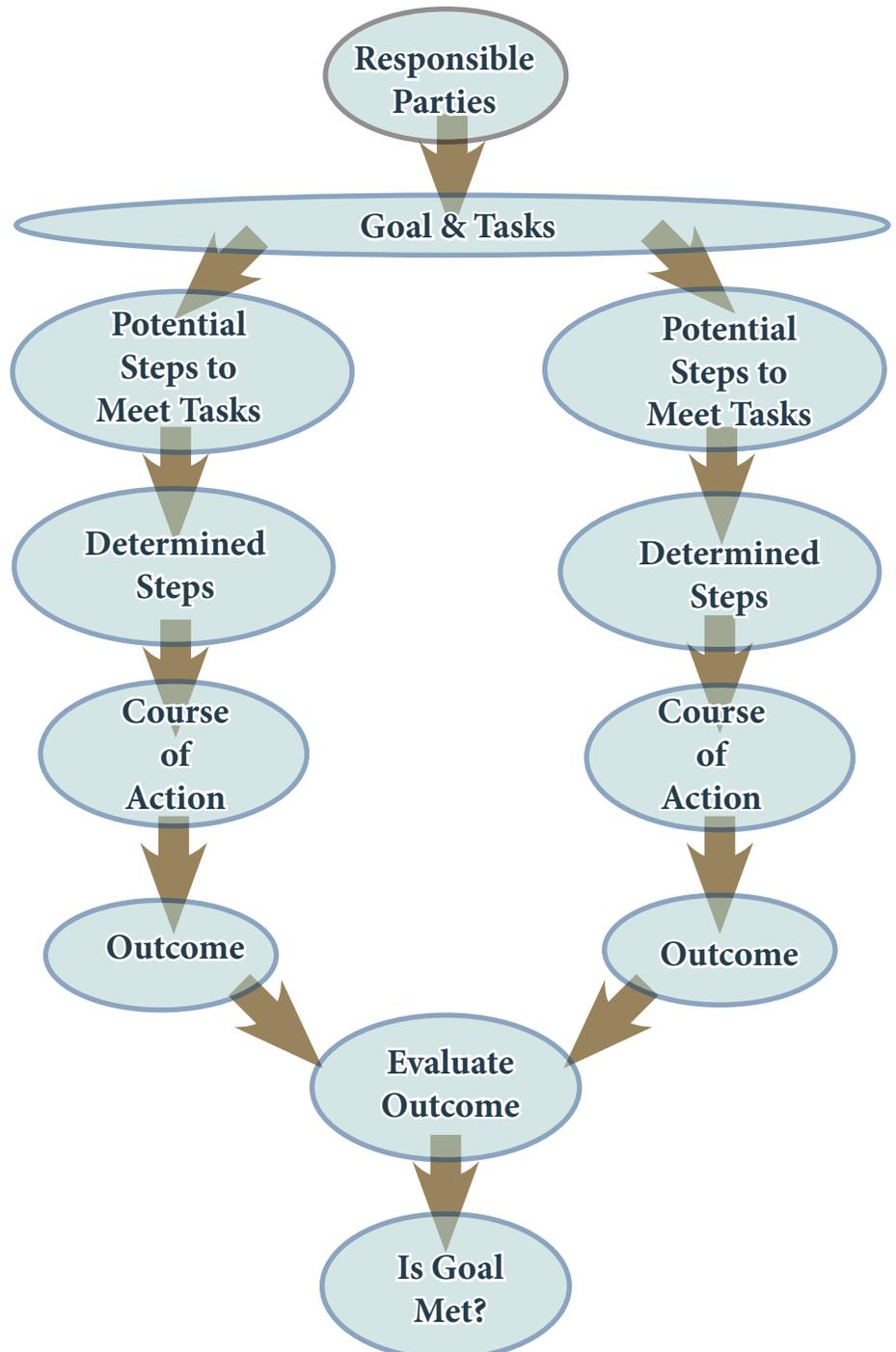


Figure 3.1 Action Plan Flow Chart

Section 3.3: Future Land Use Plan

The Future Land Use Plan establishes a general blueprint for land use and a guide for growth, development, and redevelopment for the next twenty-five years. With the majority of the land within the City of Manistee having already been developed, the primary purpose of this plan is to encourage the enrichment of already existing development, preserve the City's unique character, strengthen neighborhoods, enhance downtown investment opportunities as well as support commercial development and industrial potential.

By developing a Plan for the future, Manistee is setting the pace for continued progress while preserving its natural, historical and small town characteristics that make the community unique in so many ways. The Future Land Use Map was developed to visually express the intended conditions of land uses in the City of Manistee. While Manistee is a fully established community these uses are illustrative of how the City is recommended to grow in an effort to boost positive characteristics, reverse impending disinvestment while preserving the heritage of the community. The following describes the future land use categories as illustrated on the Future Land Use Map. (See map 3.1)

3.3.1 Future Land Use Categories

Land Use Categories outline areas of the City within which certain uses are allowed to be placed and/or operate. Land Use Categories displayed on a Future Land Use Map set a policy for the direction and placement of Zoning Districts and Ordinance Regulatory Language which is developed based upon the Future Land Use Plan. Future Land Use Districts differ from Zoning Districts; Future Land Use Districts outline a land use category which in itself may contain several zoning districts for similar uses which have varying regulatory measures. Thus Land Use Categories are most often fewer in number than Zoning Districts which are found within them.

It is important to note that modern movements in Planning are focusing on form and function as a guiding policy for regulation of parcels and buildings rather than strictly relying upon the use of the site. This type of regulatory zoning is called "Form Based Code" and can be an asset in urban environments which may see multiple uses such as residential, commercial, civic and park/open space within close proximity of one another or one or more of these uses contained within a single structure. The current structure of the City's Zoning Ordinance is not based upon Form Based Code, but this may be a viable option to explore for areas of the Central Business and Mixed Use Districts.

Land Use Districts outlined within this section of the plan are accompanied by a summarization of policy for the structuring of regulatory requirements.

Residential

The revitalization of existing neighborhoods, maintenance of older housing stock and development of new neighborhoods through Planned Unit Developments will continue to provide a high quality and aesthetic form of residential options that create attractive living opportunities for residents. The City desires walkable neighborhoods that are in close proximity to commercial services and recreational amenities.

Low Density Residential District

Purpose:

To provide for large lot residential sites resulting in low density development patterns. Land within this classification would satisfy the demand for a "suburban" type of development theme, and would function as a transition land use between the rural residential sectors of the Townships adjoining the City and higher density development internal to the City.

A primary goal of the City of Manistee is the preservation of family living environments by encouraging attractive residential neighborhoods. The main focus of this district is to establish, preserve and enhance inviting and walkable

neighborhoods at suitable densities with less than five units per acre to accommodate empty-nesters, families with children, and single residents. This designation is meant for single-family homes on individual lots, typically in subdivisions with traditional grid street neighborhoods.

Low Density Residential District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
15,000	100	30	10	10	100	35	1,500	40

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Medium Density Residential District

Purpose:

To recognize Manistee’s most predominant residential and development patterns and to foster continued residential growth of the City consistent with those patterns and density levels which are characteristic of an urban setting. The Medium Density Residential classification accomplishes this need and provides for a density range of approximately 4 to 8 units per acre. Notwithstanding this range, it is noted that certain neighborhoods of the City possess established medium density parcels of smaller size. For the most part, these parcels and their subsequent development are the product of land divisions made years ago, prior to zoning. As the largest Residential District the primary purpose of this designation is to establish walkable neighborhoods in close proximity to commercial and recreational services with amenities.

Medium Density Residential District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
6,000 to 10,000	60 to 80	15	10	10	20	35	960	40

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

High Density Residential District

Purpose:

To provide alternative housing opportunities that would satisfy the needs and/or desires of a broad range of residents including low and moderate income individuals and families, empty nesters, senior citizens, professionals, young families, and others. Where possible, areas of higher densities should incorporate the preservation of open space and natural features and/or incorporate sound building and site design elements that promote a high quality living environment for residents. The High Density Residential areas are always intended to be served by public utilities, paved streets, and designed to limit any negative effects on existing homes or other types of nearby development. Densities will range as high as seventeen units per acre, where proper infrastructure is in place.

High Density Residential District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
6,000 to 10,000	60 to 80	15	10	10	20	35	960 to 500	40

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Commercial

The character of historic downtown Manistee and the other commercial areas in the City significantly contribute to the perception of the City, as the primary transportation corridor US 31 is lined with a mixture of both commercial and residential uses. Development and redevelopment within commercial areas should be designed to enhance the area, integrate green space and be pedestrian friendly.

US 31 Commercial District

Purpose:

To provide commercial services that satisfies the needs of the City, regional residents, and guests. Uses within this classification would tend to be automobile-oriented and traffic dependent. Therefore, development in the US 31 Commercial Classification should be located on properties near the US 31 Corridor.

Commercial District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
20,000	120	30	10	20	n/a	40	500	60

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Central Business District

Purpose:

To build a stronger, vital downtown which is highly pedestrian oriented and comprised of a range of synergistic uses. This land use designation is meant to serve the entire Manistee region and its visitors with goods and services. Maintaining a compact downtown core allows public investment to have a greater impact on a smaller area and makes strolling the downtown a pleasurable experience for shoppers and residents. The Plan recognizes the importance of fostering an environment in which the Central Business District and contiguous neighborhoods function in a highly compatible, cohesive, fashion.

Central Business District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
2,500	25	0	0/4	6	20	50	500	100

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Mixed Use District

Purpose:

To provide for the marine oriented development and redevelopment of the mixed-use area. This classification is used to take into account the unique relationship that this area has with Manistee Lake, Manistee River Channel and US-31. The area offers potential for increased marine related uses combined with ancillary commercial and possibly residential development of a high density character.

Mixed Use District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
6,000 to 10,000	60 to 80	4 to 15	0/4 to 10	10	20	35	500	60 to 90

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Industrial

Industrial development within Manistee is vitally important as it provides jobs for residents and tax base for the Community. The City wants to maintain existing industrial uses and add new industry within these areas which will help strengthen the local economy. When planning for the future, it is important to consider not only the site requirements of industrial uses, but the impacts of these uses on surrounding neighborhoods and transportation corridors.

Traditionally, the Industrial designation has accommodated the following purposes:

- To shield residential areas against potentially undesirable effects of manufacturing, such as noise, odors, fumes, and truck traffic;
- To provide sufficient lands for base industrial employment and investment; and,
- To establish appropriate land use controls intended to protect manufacturing and neighboring residential developments from congestion and pollution.

Light Industrial District

Purpose:

To provide for light industrial development that is properly located and has adequate public services. The Plan calls for future light industrial development to be placed in industrial park settings, such as the City’s Industrial Park located on the north end of Washington Street and the City’s Renaissance Park located in Manistee Township.

Light Industrial Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
12,000	120	25	10	10	n/a	50	4,000	70

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

General Industrial District

Purpose:

To provide for general industrial development that is properly located and has adequate public services. The Plan calls for General Industrial development to be placed primarily along the southwestern shore of Manistee Lake, consistent with the existing character of the lake’s industrial use. Uses provided for by the General Industrial category include heavy manufacturing, processing, mining, and other types of general industries consistent with existing developments. Due to the placement of the district along Manistee Lake, careful attention should be given to maintaining the quality and integrity of the shoreline and water resource while limiting the removal of natural vegetation along the shoreline when possible.

General Industrial District Lot Range Allowances

Lot		Setbacks				Bulk		
Min. Lot Area (ft ²)	Min. Lot Width (ft)	Front	Side	Rear	Water Front	Maximum Building Height (ft)	Minimum Floor Area (ft ²)	Max Lot % Coverage
12,000	120	45	10	10	50	50	n/a	70

**All lot, setbacks and bulk square footage, distance and percentages are approximately estimated, and may be slightly adjusted.*

Other Districts

U.S. 31 Corridor:

Purpose:

The City recognizes the need for improved access management along the U.S. 31 Corridor. The road’s capacity is insufficient to accommodate future volumes in traffic and continued development along the corridor will increase traffic volumes and introduce additional conflict points which will further erode traffic operations and increase potential for crashes.

Wellhead Protection Overlay District (WPO)

Purpose:

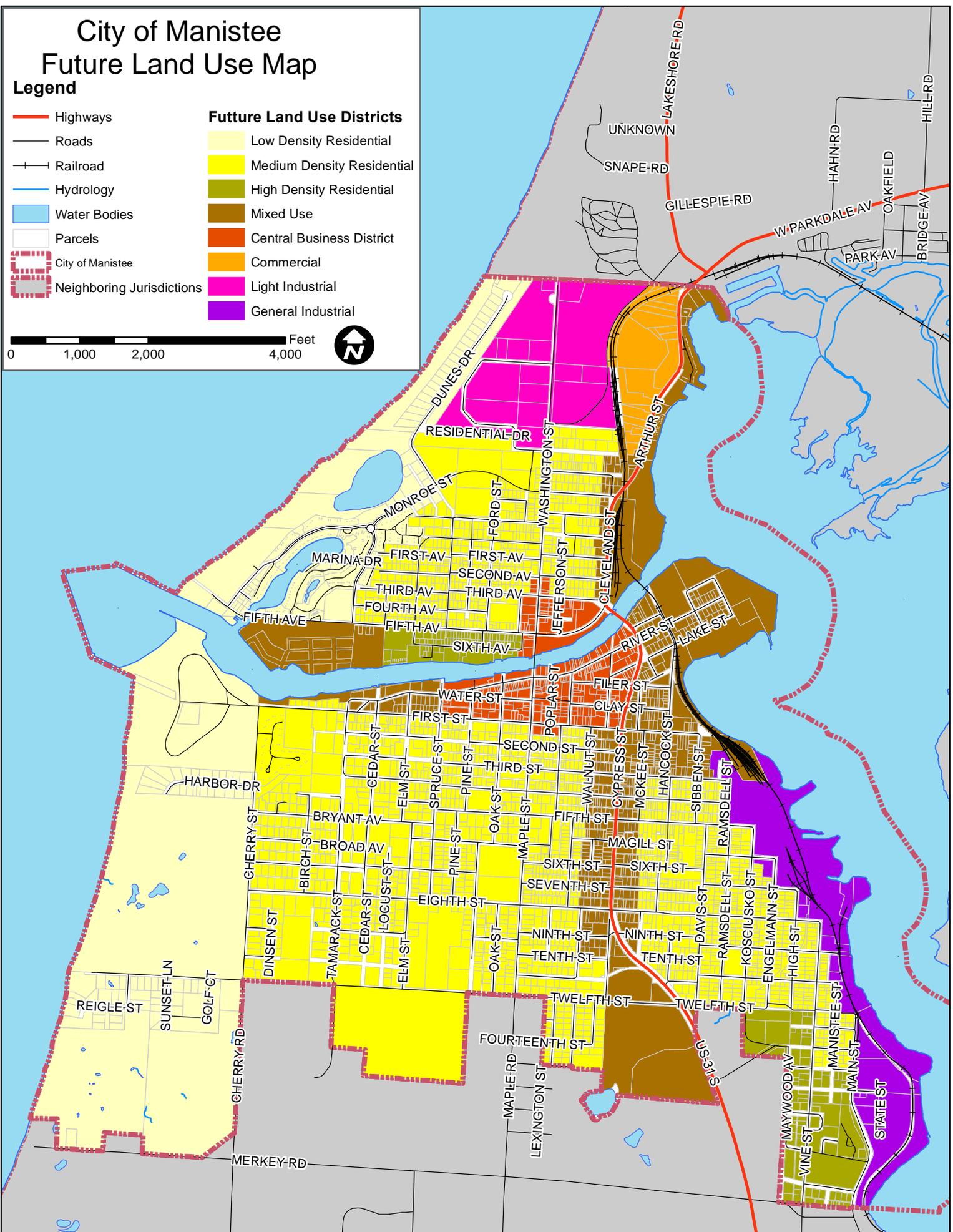
The City of Manistee relies exclusively on groundwater for its drinking water source. In response to the concern over safety of public water supplies, the City has instituted a Wellhead Protection Program (WHPP). WHPPs develop long-term strategies aimed at protecting community drinking water supplies. The purpose of developing a WHPP is to identify the Wellhead Protection Area (WHPA) and develop long-term strategies aimed at safeguarding the area from contamination. A WHPA is defined as the surface and subsurface areas surrounding a water well or well field, which supplies a public water system, and through which contaminants are reasonably likely to move toward and reach the water well or well field within a 10-year time-of-travel.

City of Manistee Future Land Use Map

Legend

-  Highways
 -  Roads
 -  Railroad
 -  Hydrology
 -  Water Bodies
 -  Parcels
 -  City of Manistee
 -  Neighboring Jurisdictions
-
- ### Future Land Use Districts
-  Low Density Residential
 -  Medium Density Residential
 -  High Density Residential
 -  Mixed Use
 -  Central Business District
 -  Commercial
 -  Light Industrial
 -  General Industrial

0 1,000 2,000 4,000 Feet



Map 3.1 Future Land Use Map

Section 3.4 Zoning Plan

3.4.1 Relationship to the Master Plan

The Master Plan describes the vision, objectives, and strategies for future development in the City of Manistee, and places that information in a resource known as the Future Land Use Plan which is outlined in Section 3.3 and is displayed on the Future Land Use Map 3.1. The Zoning Plan is based on the recommendations of the Master Plan and is intended to identify the “Zoning Districts” which will be placed into the appropriate land use districts identified by the Future Land Use Plan and Map. Locations where existing zoning is inconsistent with the objectives and strategies of the Master Plan are identified through comparative analysis of Sections 3.3 and 3.4. The results of the comparative analysis are located in Sub-Section 3.4.5.

3.4.2 Opportunities/Rezoning

As development and redevelopment occur within the City of Manistee, rezoning requests may be made by property owners and developers. The City should consider such requests carefully and keep the goals of the Master Plan and desires of residents in mind during the decision making process. Generally, it is intended that a majority of the land uses within Manistee remain organized in a way similar to the current configuration of land uses while allowing for new mixed-use development in specific locations. Currently, commercial uses are found in Downtown Manistee, along US 31, near the waterfront, and scattered throughout existing neighborhoods.

Industrial uses are located on Washington Street within the Manistee Industrial Park and along the shores of Manistee Lake. The remainder of the City is primarily made up of a variety of intermingled residential, public, and institutional uses. The rezoning of certain areas within the City should be considered to help further the goals of the Master Plan.

3.4.3 Form-Based Code Consideration

In order to maintain Manistee’s small town atmosphere and promote redevelopment within Downtown Manistee, the City has considered adopting a Form-Based Code for the Peninsula District. A Form Based Code is a method of regulating development to achieve a specific urban form. Form-Based Codes create a predictable public realm, primarily by controlling physical form, with a lesser focus on land use, through City regulations. Form Based Codes focus on the quality of spaces and can target a specific development project or an entire portion of a community. They are vision-based, unique to individual places, and can be applied to undeveloped or redevelopment areas and help developments move forward more quickly by relaxing regulations and expediting the site plan review process. Traditional zoning is often very limiting for developers who are attempting to create new, innovative places.

Many communities adopt form-based codes to protect existing places. The Peninsula District has a unique character and many historic buildings that should be preserved and protected. Form Based Codes are one tool to help protect these special historic resources. Conventional zoning is often inadequate for revitalizing historic neighborhoods and downtowns because it often fails to foster character and quality of spaces.

3.4.4 Existing Zoning

The existing zoning districts within the City of Manistee are outlined within this sub-section of the plan and are displayed on map 3.2.

Residential Districts

The residential zoning districts in the City of Manistee are:

R-1 Low Density Residential

It is the intent of the Low Density Residential District to establish and protect residential areas consisting primarily of low density, single-family neighborhoods designed and maintained to promote an attractive, healthy and stable living environment for families, singles and the elderly. In portions of the district near Lake Michigan, this district is intended to protect the Lake Michigan shoreline environment while enabling sustainable enjoyment of this unique feature of the community.

R-2 Medium Density Residential

It is the intent of the Medium Density Residential District is to establish and protect residential areas consisting primarily of medium density, single-family neighborhoods and multi-family communities designed and maintained to promote an attractive, walkable, healthy and stable living environment for families, singles and the elderly. The R-2 District, while primarily residential in character, will incorporate some retail and personal service land uses to enhance and strengthen neighborhood life and promote a cohesive and complete community. All portions of the R-2 District shall be served with public water and wastewater services.

R-3 High Density Residential

It is the intent of the High Density Residential District to establish and protect urban residential areas consisting primarily of one and two-family, and multi-family communities designed and maintained to promote an attractive, walkable, healthy and convenient living environment primarily for singles, couples, the elderly, and seasonal residents. The R-3 District will incorporate convenience retail and services as well as dining and entertainment for residents and visitors. All portions of the R-3 District shall be served with public water and wastewater services.

R-4 Manufactured Housing Community District

It is the intent of the Manufactured Housing Community District to establish a locale to accommodate manufactured housing communities as regulated by the Michigan Mobile Home Commission Act, Act 96 of the Public Acts of 1987, as amended, and the rules and regulations of the Manufactured Housing Commission.

GC Golf Course District

It is the intent of Golf Course District to provide for and regulate development in association with a Golf Course. The District is intended to maintain and enhance open space, promote recreational opportunities and provide for a variety of residential housing developed with the natural and scenic elements of the land.

Commercial

The commercial zoning districts in the City of Manistee are:

C-1 Regional Commercial District

It is the intent of the Regional Commercial District is to provide areas for commercial uses intended to serve the larger community and the traveling public in the vicinity of highway U.S.-31 and to promote the economic development of the City in conformity with the Manistee City Master Plan, while establishing standards for curb cut location, pedestrian facilities, parking and shared parking, loading/unloading area, landscaping, and building form intended to mitigate the negative impacts of lineal development along highway U.S.-31; and potential conflicts with nearby residential districts.

C-3 Central Business District

It is the intent of the Central Business District to protect and strengthen the commercial core of the City of Manistee as a regional and specialty shopping, service and entertainment area; to encourage a broad range of compatible retail, service, entertainment and residential uses, to form vibrant, walkable and attractive districts in concert with the objectives of the Master Plan and Downtown Development Authority Plan; while establishing standards to manage traffic and parking, operational impacts, parking and shared parking, loading/unloading area, landscaping, and building form intended to complement existing commercial uses and surrounding residential neighborhoods.

Mixed Use Districts

The mixed use zoning districts in the City of Manistee are:

WF Waterfront District

It is the intent of the Waterfront District to establish a mixed-use district incorporating a variety of recreational, residential, business or service uses on or near the Waterfront. This district is intended to encourage and promote sustainable, environmentally and aesthetically compatible developments that use or compliment the shoreline while promoting expanded use of the shoreline by the public. The W-F District is intended to host a variety of land uses including, but not limited to, residential, commercial, entertainment and recreational, service and industrial uses.

PD Peninsula District

It is the intent of the Peninsula District to establish a mixed-use district incorporating a variety of recreational, residential, business or service uses on or near the Waterfront. This district is intended to encourage and promote sustainable, environmentally and aesthetically compatible developments that use or compliment the shoreline while promoting expanded use of the shoreline by the public. The District is intended to host a variety of land uses including, but not limited to, residential, commercial, entertainment and recreational, service, and mixed use.

C-2 Neighborhood Commercial District

It is the intent of the Neighborhood Commercial District to provide areas for commercial and mixed uses intended to serve nearby residential neighborhood and the larger Manistee community, while establishing standards to manage traffic and parking, operational impacts, parking and shared parking, loading/unloading area, landscaping, and building form intended to complement existing commercial nodes and surrounding residential uses.

Industrial Districts

The industrial zoning districts in the City of Manistee are:

L-I Light Industrial

It is the intent of the Light Industrial District to protect adjacent residential areas from the negative effects of the Industrial District by using this District as a transition by providing a buffer while allowing industries which traditionally do not cause excessive noise, vibration, odors, visual blight, pollution, use hazardous processes; and to be compatible with the City's Master Plan.

G-I General Industrial

It is the intent of the General Industrial District to protect adjacent residential areas from the negative effects of the General Industrial District while allowing industries which are traditionally heavier and more intense in the nature of their uses; to provide protection to Manistee Lake including its water quality, to protect its shoreline from erosion, instability or other negative effects; and to be compatible with the City's Master Plan.

Overlay Districts

Other zoning districts found within the City of Manistee are:

Wellhead Protection Overlay

The City of Manistee relies exclusively on groundwater for its drinking water source. In response to the concern over safety of public water supplies, the City has instituted a Wellhead Protection Program (WHPP). WHPPs develop long-term strategies aimed at protecting community drinking water supplies.

Renaissance Zone Overlay District

It is the intent of the Renaissance Zone Overlay District is to provide for industrial development in certain parts of Manistee City, which have been designated by the Michigan Legislature as Renaissance Zones, pursuant to P.A. 376 of 1996 (being the Michigan Renaissance Zone Act, MCL 125.2681 et. seq.). The State of Michigan no longer offers Renaissance Zone incentives and there is only one Renaissance District remaining within the City of Manistee and it is

set to expire in 2023.

U.S. 31 Corridor Overlay Zone

The U.S. 31 Corridor Overlay Zone is based, in part, on specific studies for U.S. 31 that concluded the road is in need of improved access management. The road’s capacity is insufficient to accommodate volumes in the future. Continued development along the corridor will increase traffic volumes and introduce additional conflict points which will further erode traffic operations and increase potential for crashes.

3.4.5 Comparative Analysis of Future Land Use and Existing Zoning

The Planning Commission should review the Zoning Ordinance to ensure that management and design standards reflect the future vision for the City; specifically looking at desired land uses, building location, building orientation, and signage with potential amendments focusing on creating more walkable and pedestrian-oriented development. Additional Zoning Ordinance standards should be considered that help protect the water quality of Lake Michigan, Manistee Lake and the Manistee River Channel.

Through the use of spatial data laid out upon work maps, Planning Staff and Planning Commission members were able to locate and identify discrepancies between what exists upon the ground in term of parcel size and what is required of parcel size through zoning in various districts. These discrepancies (or nonconformities) point towards the need for regulatory revisions and adjustments for specific areas within the City of Manistee. The identified issues between what actually is occurring on the ground and what is allowed for through Zoning are outlined below. Revisions to Zoning Ordinance regulatory language is necessary in many of these cases as often the regulatory zoning limits the use and development of parcels due to nonconformities.

The information contained in the following tables identifies and summarizes nonconformities in different areas of the City of Manistee. The Future Land Use is identified by location with the total number of non-conformities by minimum parcel size as outlined by the Future Land Use; also the Zoning District is identified and the number of non-conforming parcels according to zoning standards are summed. Lastly notes displaying specific information which outlines the issues associated with the nonconformities will assist with decisions pertaining to zoning district regulatory language and zoning district map amendments upon implementation of this Master Plan.

City of Manistee-Northside				
Future Land Use	FLU Non-Conforming	Zoning District	ZD Non-Conforming	Notes
Low Density Residential	15	R-1	15	Ludwingson parcel on Man Made Lake does not meet waterfront setback
Medium Density Residential	125	R-2	125	170 parcels with more than 10k ft ² of parcel area 208 parcels meet requirements for single-family residence
High Density Residential	53	R-3	53	22 parcels meet zoning requirement 11 parcels have more than 10k ft ² of parcel area 10 parcels meet requirements for single-family <i>Parcels were platted 40' x 100'</i>
Mixed Use - East of US 31	0	W-F	0	
Mixed Use - West of US 31	**9	C-2	8	**Adamczak parcel is zoned C-1, shown mixed use on the Land Use Map
Mixed Use - River Channel	0	W-F	***0	***includes three single-family parcels that are shown as R-2 on the Zoning Map

Table 3.2 Northside Land Use/Zoning Analysis

City of Manistee-Northside

Future Land Use	FLU Non-Conforming	Zoning District	ZD Non-Conforming	Notes
Commercial	3	C-1	*5	*Adamczak/Jarka building are shown in mixed use on the Land Use Map
Central Business District	1	C-3	1	Former Springborn Body shop is only non-conforming parcel
Light Industrial	0	L-I	0	

City of Manistee-West of Maple Street

Future Land Use	FLU Non-Conforming	Zoning District	ZD Non-Conforming	Notes
Low Density Residential-North of MGCC	1	R-1	1	712 Harbor Dr.- meets street frontage requirement but not parcel area
Low Density Residential-MGCC	0	G-C	0	
Low Density Residential-South of MGCC	0	R-1	0	
Medium Density Residential-Zoned R-1 West of Cedar St.	2	R-1	80	76 parcels meet zoning requirements for R-1 80 parcels are less than the 15k ft ² area requirement of those only two (2) don't meet the 6k ft ² requirement of the R-2 Zoning District
Medium Density Residential-Remaining area currently zoned R-2	63	R-2	63	531 parcels meet zoning requirements for R-2 259 parcels have more than 10k ft ² of parcel area (Commercial/Duplex) 272 parcels meet requirement for single-family
Mixed Use-North of First St.	5	C-2	5	Five (5) parcels are non-conforming
Central Business District	8	C-3	8	

Table 3.3 West of Maple St. Land Use/Zoning Analysis

City of Manistee-East of Maple Street				
Future Land Use	FLU Non-Conforming	Zoning District	ZD Non-Conforming	Notes
Medium Density Residential-West of US 31	99	R-2	99	233 parcels comply with the R-2 Zoning Requirements 78 parcels with over 10k ft ² of parcel area 145 parcels meet requirements for single-family
Medium Density Residential-East of US 31	264	R-2	264	376 parcels comply with the R-2 Zoning Requirements 71 parcels with over 10k ft ² of parcel area 305 parcels meet requirements for single-family
High Density Residential-South City Limits	11	R-3	11	62 parcels comply with zoning requirements for R-3 19 parcels meet requirements for single-family 43 parcels have more than 10k ft ² of parcel area (eligible for Commercial/Duplex)
Mixed Use-Peninsula Area	25	PD	14	11 parcels are zoning lots or City/MDOT owned parcels or outfall area
Mixed Use-North of First Street	22	R-3	21	15 parcels comply with the R-3 zoning requirements - One Zoning Lot 4 parcels have more than 10k ft ² in parcel area 14 parcels meet requirement for single-family
Mixed Use-West of US 31	4	C-1	4	All four non-conformities have a minimum of 6k ft ² of parcel area
Mixed Use-East & West of US 31	80	R-2	80	114 parcels comply with the R-2 zoning requirements 33 parcels with over 10k ft ² of parcel area 81 parcels meet requirements for single-family
Mixed Use-East & West of US 31	27	C-2	27	27 parcels comply with the C-2 zoning requirements 14 parcels with over 10k ft ² of parcel area 13 parcels meet requirements for single-family
Central Business District	16	C-3	16	Removed City/County and Zoning lots from total
General Industrial	2	G-I	2	Non-conformity - Two single-family homes Sixteenth Street

Table 3.3 East of Maple St. Land Use/Zoning Analysis

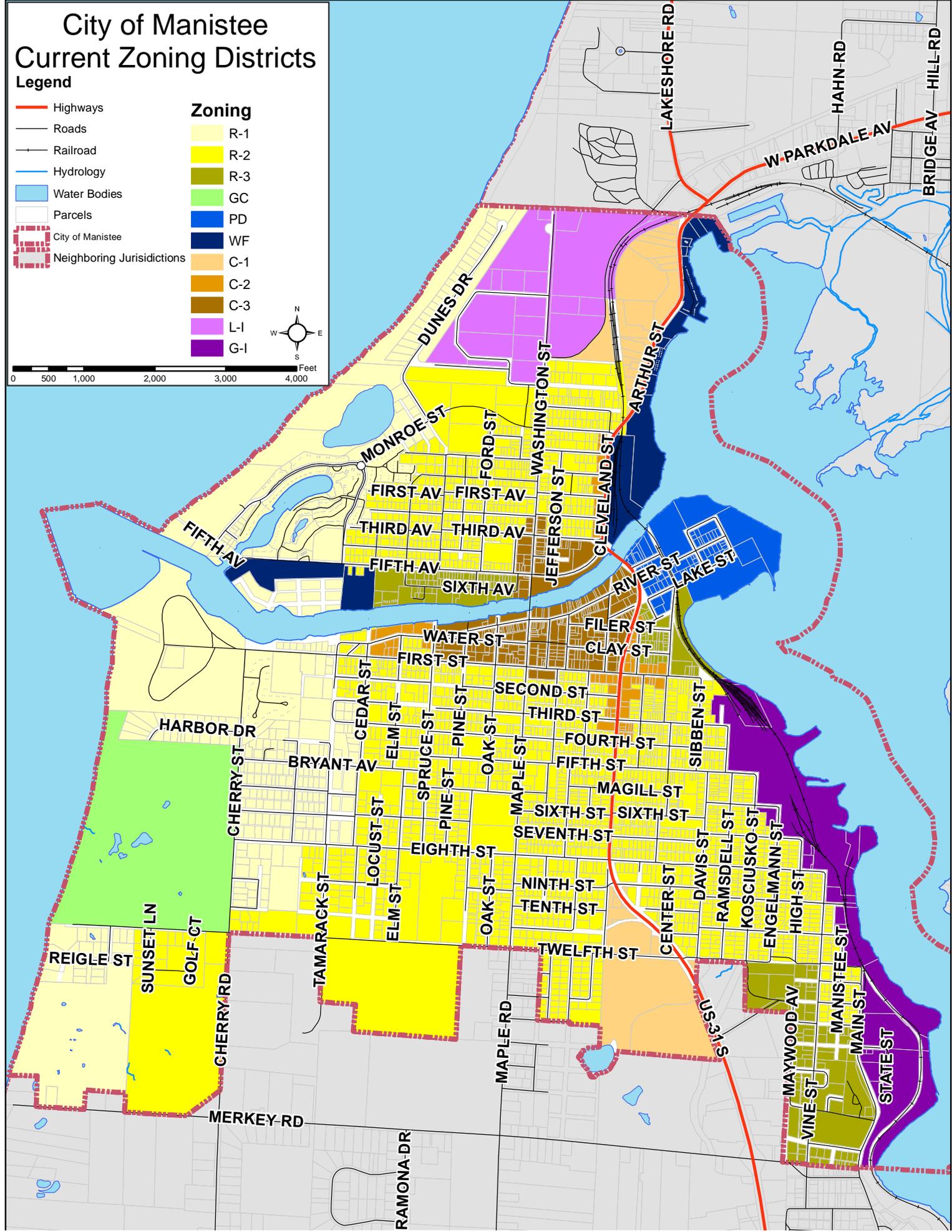
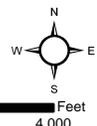
3.4.6 Existing Zoning Map

The existing zoning map displayed on the following page (map 3.2) displays the location and zoning of each parcel within the City of Manistee. The comparative analysis of the Future Land Use Map and the Existing Zoning for the City of Manistee presented in the previous sub-section 3.4.5 identifies inconsistencies and non-conformities. This information along with the Future Land Use Plan and Existing Zoning Districts provides the information needed to move forward with amendments to both the City of Manistee Zoning Ordinance and Zoning Map.

City of Manistee Current Zoning Districts

Legend

 Highways	 R-1
 Roads	 R-2
 Railroad	 R-3
 Hydrology	 GC
 Water Bodies	 PD
 Parcels	 WF
 City of Manistee	 C-1
 Neighboring Jurisdictions	 C-2
	 C-3
	 L-1
	 G-1



Map 3.2 Existing Zoning Districts

Appendix A
City of Manistee
Public Input Materials

Public Visioning Session

November 21, 2013

City of Manistee Community Visioning Summary

Introduction

The City of Manistee Planning Commission is in the process of updating its Master Plan. A Visioning Session was held on November 21, 2013 at City Hall for the purpose of gathering input from the public for use in formulating the long range priorities, goals, and strategies for the plan. The session was held as part of the Lakes to Land Regional Initiative (www.lakestoland.org), a 16-community planning collaboration in northwest Michigan.

Sixteen people attended the Visioning Session that was facilitated by Beckett & Raeder, Inc., the consultancy serving the Lakes to Land Regional Initiative. The process used was as follows:

The attendees arrived to find seven tables set with exercise sheets and other materials. Groups sat at four of the seven tables: # 2, 3, 5, 7. These numbers are referenced throughout this summary.

The facilitator asked a series of 6 questions, giving the groups approximately 5 minutes to develop as many answers as possible to them.

Each individual then used dot stickers to indicate their preferred answers. They voted for one item on the first question and two items on questions 2-6.

When each table had generated and voted on their top three visions for the future, participants were asked to offer three strategies for achieving each vision. The groups then presented these visions and strategies to the audience as a whole.

Each group's top three visions were then written on poster-sized sheets and hung near the exit. Attendees were asked to use their remaining three voting stickers to indicate their top priorities among all of the suggested visions.

This summary includes the results of the Visioning Session along with one citizen email. The Collective Prioritization will be used to develop an online survey to confirm the priorities in the wider community.

City of Manistee Community Visioning Summary
One Word Description

"One word"	Mentioned at (Tables 2, 3, 5, 7)	Mentioned (Tally)	Votes Received
Economically challenged	5	1	2
Quaint	2, 5, 7	3	1
Beaches; beachy	5, 7	2	1
Friendly	2, 7	2	1
Historic	3, 7	2	1
Trying; trying to grow	3, 5	2	1
Closed	5	1	1
Confused	3	1	1
Developing	7	1	1
Lacking	3	1	1
Minimal citizen involvement	3	1	1
Restrictive	5	1	1
Retirement	2	1	1
Tired	5	1	1
Undiscovered	7	1	1
Victorian	2	1	1
Beautiful; beautiful spot	3, 7	2	
Vacant; empty downtown	3, 5	2	
Assets	7	1	
Deepwater Point	7	1	
Home	7	1	
Inviting	3	1	
Judgemental	5	1	
Mayberry	3	1	
Movie set	3	1	
No collaboration	5	1	
Possibilities	5	1	
Self-involved	3	1	
Shangri La	3	1	
Tourist haven	2	1	
Under-developed	5	1	
Unrealized	7	1	
Water	7	1	

City of Manistee Community Visioning Summary
What We Have Done Well

"Done well"	Mentioned at (Tables 2, 3, 5, 7)	Mentioned (Tally)	Votes Received
Parks	2, 3	2	4
Volunteerism; involvement when inspired	3, 7	2	4
Apply/receive grants	3	1	3
Historical preservation	5	1	3
Survived for generations	5	1	3
Accentuate lake/river; beach amenities / beach plans; beaches	2, 3, 7	3	2
Vogue redevelopment ; fund theatre and projects	3, 7	2	2
Collaboration between entities	7	1	2
Cultivated caring community	5	1	2
Riverwalk, existing and future	7	1	2
Festivals; Fourth of July; Snowbell	2, 3, 7	3	1
Marina; marina building	2, 7	2	1
Maintained / developed infrastructure	5	1	1
Maintained traditions	5	1	1
Museum	2	1	1
Promoting Manistee	3	1	1
Promoting tourism	3	1	1
Ramsdell	2	1	1
Services	2	1	1
Balance between residents' needs and visitors' wants	7	1	
Blossom Blvd.	3	1	
City Hall	2	1	
Downtown façade improvements	7	1	
Full time fire department / medical	7	1	
Improving downtown	7	1	
Non-motorized trails	3	1	
Policed well	3	1	
Retain jobs	3	1	
Street department	3	1	

City of Manistee Community Visioning Summary
What We Could Have Done Better

"Could've done better"	Mentioned at (Tables 2, 3, 5, 7)	Mentioned (Tally)	Votes Received
City leadership needs to actively recruit new businesses with employment opportunities - beyond retail, at livable wage	5	1	5
Retain jobs	3	1	4
Blight; stricter blight law	2, 3	2	3
Lack of community support of downtown	7	1	3
Marketing	2	1	3
Be open to change	5	1	2
Industrial park overlooking Lake Michigan	7	1	2
Provide incentives for (new) businesses to come to Manistee	5	1	2
Us vs. them mentality	7	1	2
Roads; road maintenance	2, 3	2	1
Around-the lake sewer system in 1980s - could have been 90% funded	7	1	1
Beach structures	2	1	1
Evening-based city / promote night access	3	1	1
Inspire investment	3	1	1
Marina	2	1	1
Promote themed downtown (theme not right)	3	1	1
Protect water and air	5	1	1
Retain businesses	3	1	1
Streetscape	3	1	1
Be more welcoming	5	1	
Blend modern with historical	5	1	
Communicate with citizens	5	1	
Condos unfinished	3	1	
Connecting river to downtown	7	1	
Cultivate employment opportunities for youth, existing residents	5	1	
Develop Manistee Lake	3	1	
Get word out - promote state-wide and nationally	5	1	
Promote downtown	3	1	
Taking advantage of natural resources	7	1	
Timing on projects	3	1	

City of Manistee Community Visioning Summary
Barriers to Our Goals

"Barriers"	Mentioned at (Tables 2, 3, 5, 7)	Mentioned (Tally)	Votes Received
Jobs; lack of jobs	2, 5	2	5
Money; capital	2, 3, 7	3	4
Apathy	3	1	3
Closed minded	5	1	3
Imagination	2	1	3
Transportation locations; railroad tracks (relocation)	3, 7	2	2
Divided opinion on direction of city	3	1	2
Good ol' boys	5	1	2
High millage rate/taxes	3	1	2
Keep doing the same things and expect different results	5	1	2
Stubbornness	7	1	2
Aggressiveness	3	1	1
Leadership	7	1	1
Post high-school graduation rate in county	7	1	1
Too attached to the Victorian Port City identity	5	1	1
Volatility of state	7	1	1
Water/sewer rates	3	1	1
Always been done that way	7	1	
Attitudes	2	1	
Bridges	3	1	
Climate	7	1	
Community support	7	1	
Lack of freeway	3	1	
Limited opportunities for youth and young families / adults to work	5	1	
Negative perception	3	1	
Uncarding, greedy	3	1	
Unions	3	1	

City of Manistee Community Visioning Summary
Who Should Be in the Sandbox

"In the Sandbox"	Mentioned at (Tables 2, 3, 5, 7)	Mentioned (Tally)	Votes Received
Small Business Association of Michigan	5	1	4
City Council	2, 5	2	3
City commissions	3	1	3
Community Developer	5	1	3
Active citizens / volunteers; residents; go-getters (individuals)	3, 5, 7	3	2
Neighboring government units / council; area communities	3, 7	2	2
Planning commission	2, 3	2	2
Visitors bureau	2, 3	2	2
MEDC / State	7	1	2
Property owners	5	1	2
Regional collaboration	3	1	2
Industrial Development Council; manufacturing council	3, 5	2	1
Alliance for Economic Success	3	1	1
Brownfield	2	1	1
Entrepreneurs / business climate	7	1	1
Little River Band of Ottawa Indians	7	1	1
People with money	3	1	1
Positive attitudes	7	1	1
Students / youth	7	1	1
Zoning	2	1	1
Chamber of commerce	2, 3, 5	3	
DDA	2, 5	2	
Casino	3	1	
City volunteer groups (Rotary, Jaycees, Lions)	3	1	
County commissioner	5	1	
Historic commission	2	1	
Legislators - state reps	5	1	
Parks department	2	1	

City of Manistee Community Visioning Summary
Envisioning Our Future

"Our future"	Mentioned at (Tables 2, 3, 5, 7)	Times Mentioned (Tally)	Votes Received
Vibrant community, welcoming; vibrant downtown; stronger downtown	3, 5, 7	3	5
Riverwalk starting point for citywide recreational trail system	7	1	5
Clean air, clean water, clean government	5	1	4
Diverse new businesses with a blended economic base of tourism, industry, and agriculture	5	1	4
Filled industrial park	3	1	4
Vibrant restaurant community; more/better restaurants	2, 7	2	3
Strong neighborhoods / less blight; eliminate blight	2, 7	2	2
Entrepreneurial / inventors capitol	3	1	2
Expanded retail	2	1	2
Jobs for anyone who wants one	3	1	2
Less city debt	7	1	2
Reduced taxes	3	1	2
Trendsetter and stable incubator for businesses	5	1	2
Tourist destination spot; tourism is key	3, 7	2	1
Best place in America	3	1	1
Expanded medical facilities	2	1	1
Less poverty	2	1	1
North corridor developed into art community	7	1	1
River and downtown tied together	7	1	1
Increased waterfront accessibility; expanded riverfront (San Antonio)	3, 7	2	
Culturally, economically, aesthetically attractive	5	1	
Direct flights to anywhere	3	1	
Discovered	7	1	
Equitable	5	1	
Expansion of City borders	3	1	
Open-minded, embraces change	5	1	
Placemaking	3	1	
Rec Center	3	1	
Relocated industrial park off of Lake Michigan	7	1	
Repaved streets	3	1	
Revitalized downtown	5	1	
Two-way traffic downtown	7	1	

City of Manistee Community Visioning Summary
Accomplishing Our Vision

table	Expanded retail	Better restaurants	Eliminate blight	Vibrant community	Jobs
2	Tax relief on commercial properties				
2	Search for more grants				
2	Better marketing effort				
2		Eat out more!			
2			Less money for tourists		
3				Create jobs	
3				Inspire entrepreneurs to come here	
3				Reduce taxes to retain citizens	
3				Business friendly	
3				Tax abatements	
3				Seek out grants	
3				Tie-in with casino	
3					Reduce taxes / abatements
3					Training
3					Business support group
3					Marketing aggressiveness (recruit)

City of Manistee Community Visioning Summary
Accomplishing Our Vision (2)

table	Filled industrial park	Blended economic base of tourism, industry, and agriculture	Clean air, clean water, clean government	Trendsetter, stable business incubator
3	Tax abatement			
3	Marketing aggressiveness			
3	Renaissance zone			
3	Lower utility rates			
3	Incentives for business			
5		Draw livable wage jobs		
5		Incentives (tax abatements / credits) for newly located businesses		
5		Develop needed employee skill set		
5		Actively recruit nationally and globally		
5			Set and enforce emissions standards	
5			Transparency of government activities	
5			Reduce debt	
5			Careful use of land	
5				Link employment needs with education programs
5				Entrepreneurs
5				Technology

**City of Manistee Community Visioning Summary
Accomplishing Our Vision (3)**

	Expanded riverwalk trail	Less city debt	Stronger downtown
7	Property acquisition / easements		
7	Capital		
7	Maintenance plan		
7		Spend less than you get in reveue, or at least do not spend more	
7		Maintain current assets and infrastructure	
7		Continued strategic plan	
7			More business recruitment
7			Increased livable wage
7			Viable restaurants

City of Manistee Community Visioning Summary
Collective Prioritization

Collective Prioritization	Votes
Jobs and economic base	12
Vibrant community	9
Be a trend-setter	8
Stronger downtown and expanded retail	7
Less city debt	6
Eliminate blight	5
Clean water, clean air, clean government	5
Fill industrial parks	2
Expanded riverwalk trail	2
Better restaurants	1

Citizen input received via email:

The vision for Manistee should be: "Take care of the residents, pride will return, people will see and come"

It should come as no surprise that the top priorities for Manistee should be:

1. Local Streets
2. Ending Subsidies to all City Enterprises
3. Tax incentives for Home Improvements
4. Jobs
5. Business Growth
6. Population Growth

I have listed them in order of controllability by the City and which can be most directly impacted by the City.

Manistee's current Strategic Plan is extremely weak and does not contain measurable quantifiable goals or clear responsibility. In Example, the goal for the Industrial Park is to be at 100% capacity. But When? In 2100? What is the goal for 2014, 2015, 2016? Who is responsible if the goal is not met? If you are not going to have measurable goals and clear accountability you don't have a Strategic Plan.

The future projected debt subsidies to the Ramdell Theatre exceeding \$1.6 million must cease immediately. Way too much money has been spent on that facility which the City projects will still not be a breakeven business by 2028! Shame on the City for throwing millions of good money after millions of bad.

Jobs and Business growth really go hand in hand. Manistee must draw larges retail businesses to keep the shopping local and stop residents traveling to Ludington and Traverse City to shop.

No City funds should be spent for ANY new Recreational or Tourist based Capital Projects. The majority of Manistee's tourists are drawn by the Casino not a City facility.

Manistee is a Blue Collar town and it needs to return to its roots.

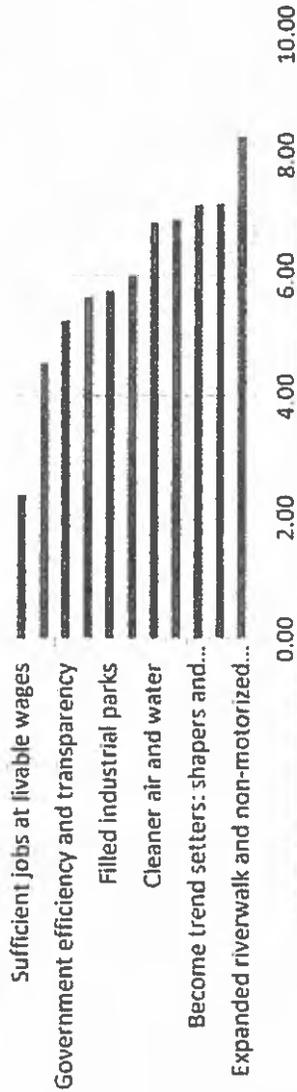
Online Survey Results

2014

City of Manistee Community Priorities

The following priorities for the City of Manistee were developed at a Community Visioning Session held on November 21, 2013. Please rank them in the order of importance to the City of Manistee, with "1" being the most important. (Note: As you select a ranking for each item, the list will rearrange itself in the order you choose. Continue to select ranking numbers until the list is organized in the order

Answer Options	1	2	3	4	5	6	7	8	9	10	11	Rating Average	Response Count
Sufficient jobs at livable wages	38	13	10	1	2	1	4	1	1	0	1	2.36	72
Blended economic base of tourism, commercial, and industrial	12	10	10	11	6	7	2	4	1	5	4	4.54	72
Government efficiency and transparency	5	6	12	12	8	4	7	7	6	1	4	5.25	72
Expanded downtown retail offerings	1	5	9	11	7	17	5	7	4	5	1	5.65	72
Filled industrial parks	2	14	7	8	8	5	5	2	7	8	6	5.74	72
Lower city debt	2	9	6	7	9	7	7	10	7	2	6	5.99	72
Cleaner air and water	4	4	3	4	5	7	8	13	11	11	2	6.88	72
Expanded restaurant offerings	2	2	6	3	13	8	9	5	5	7	12	6.93	72
Become trend setters: shapers and innovators of successful community development initiatives	4	2	5	5	5	2	12	9	6	10	11	7.17	72
Slight elimination	0	5	3	3	5	10	11	9	14	5	7	7.19	72
Expanded riverwalk and non-motorized transportation trails	2	2	1	7	3	4	2	5	10	18	18	8.31	72
												<i>answered question</i>	72
												<i>skipped question</i>	0



City of Manistee Community Priorities

We welcome any comments you would like to provide.

Answer Options	Response Count	
Answered question	36	
Skipped question	36	
#	Response Date	Response Text
1	Feb 17, 2014 12:52 AM	I would love to see Manistee open the door to more industry (jobs) and creativity. I believe the Manistee community has a lot to offer. More collaboration with the Littler River Band of Ottawa Indians in terms of the tribe and community bringing new businesses here. Living wage and salaried positions would help Manistee get on its feet. I am 32 years old with a Masters degree and I feel it is important to attract people with my education level and talent. I am against gentrification and yuppification however revitalizing the community can suit the needs to the citizens that already live here. Amplify what is here, the skills that many have, build and empower the people in the community. I feel Manistee is also one of the more progressive communities in Northern Michigan. While Traverse City boasts that it is progressive I have seen Manistee opens its doors to more diversity in race, gender identity, sexual orientation, disabilities, veterans, class differences and more. We don't need to boast about being inclusive like Traverse City (with fake liberalism) we just do the work here. Basically Manistee keeps it real while still struggling itself. Manistee does the work because this town is filled with hard working people who care about their community. Like any other community it is not without problems however there are anti-bullying initiatives and initiatives for gay, lesbian, bi-sexual and transgendered issues in Manistee high school as well as an active PFLAG group. I don't want to leave and move away but I am always hoping to see Manistee get on its feet and thrive. We have so much potential here!
2	Feb 16, 2014 9:52 PM	We can increase community involvement in our city through more effective messaging about city government doings. Use Facebook or surveys, both online and printed, to determine the priorities of the people here and encourage increased participation in projects that are approved by the people. This is a wonderful area for its natural beauty and volunteerism. Build community through better connections as described for the good of all.
3	Feb 15, 2014 11:15 PM	Even though it is not offered as a priority; the most important item is to maintain/improve the city's infrastructure with a priority on streets before spending any city money to support/fund things such as the Ramsdell theater, the marina, etc. Also, the city manager and city council needs to be more open to answering citizens questions and concerns rather than blocking comments/questions the people have raised. The city council needs to take a stronger leadership position and be more responsive to the people they represent rather than the interests of the City Manager!
4	Feb 14, 2014 9:09 PM	Jobs are the #1 priority in any community. Manistee comes from a tradition of heavy manufacturing, labor unions and getting paid for a living wage for just showing up and putting in an 8 hour day. Those days are long gone and well behind us. We have an older work force that can't compete in the current job market. Technical skills are required for almost any job in today's industrial sector. There needs to be more training made available in our school system, community college and trade schools. Retail development, embracing tourism, community beautification are all key components in making our town a desirable location for prospective employers. We have way too many buildings around town that are just being left to decay. These property owners should be held accountable for the condition of these buildings. There have been some great beautification projects done on River St and those owners should be commended for a job well done, but there should be some minimum standards imposed upon property owners in the downtown area and throughout the city. We've made some great strides recently in terms new business and beautification and I think things will only get better. I know there's been a ton of negative comments and thoughts regarding the direction of things but overall we're headed in the right direction. Keep up the good work and thanks to all who have pushed Manistee forward.

5	Feb 14, 2014 2:42 AM	Always keep in mind the beauty of our area and the importance of our parks, beaches and green spaces to our quality of life. Additional quality of life issues are schools and opportunities for lifelong learning. Also the importance of health care./
6	Feb 12, 2014 4:07 PM	what about positive action plans for city street repair?? does the item "blight elimination" refer to the sub-par streets in many areas of the city?? a good, active street repair program will take care of many of the above items.
7	Feb 6, 2014 7:04 PM	Tourism, million dollar theatre debts and costs for a donated school pool don't pay the bills. The next white paper wants to add staff to the cost for taxpayers. Join the teachers at MAPS-- work harder for less money.
8	Feb 3, 2014 2:37 PM	"If you build it, they will come." Manistee has the natural resources to attract people and ensure future economic stability. Invest in those resources! Make the beaches, shorelines, lakefronts, parks, riverfronts, and forests naturally attractive and accessible to all. Then promote the heck out of them. Development in those areas (condos, houses, etc.) limit the number of people who can enjoy Manistee's natural resources. Only allowing a privileged few access not only spoils it for all others, it limits potential for future growth. If more people want to come to Manistee to enjoy all it has to offer, the more growth there will be in the hospitality industry, retail industry, travel industry, etc. Manistee needs to find its identity, invest in itself, and be a proud city once again.
9	Jan 30, 2014 9:51 PM	The city council should be for the people of Manistee. Listen to the taxpayers before you vote for anything. Go to other towns to see improvements and don't be afraid to try anything different. In other words don't plant petunias because somebody else does. And clean up 5th ave. Beach.
10	Jan 30, 2014 5:36 PM	START WORKING FOR THE PEOPLE NOT JUST A FEW. AND YOURSELVES
11	Jan 29, 2014 1:14 AM	Manistee needs JOBS full time year around jobs for the residents. No more city spending for the tourists. Sell / Close the Ramsdell - stop wasting money on it. . City Council get to work and do your job supporting the residents. STOP ignoring residents. Why isn't Streets on this survey? . Has the City Leader already forgotten about how bad the streets are? Well, we the residents have not. DO NOT renew the City Manager's Contract. The Manager needs to be replaced. ANY City Council Member who votes to keep the City Manager is going to be replaced. ANY City Council Member who votes on anything which keeps jobs out of Manistee is going to be replaced. ANY City Council Member who votes for tourist based spending is going to replace. Do you get it City Council? Do you understand City Council? Residents are to come first - not the tourist. If Any City Council Member does not want to put residents FIRST get off the Council because you are not doing your. Manistee is in the worse shape now than ever. DO NOT even try to say otherwise.
12	Jan 28, 2014 5:37 AM	More higher paying industrial jobs will bring more people. More people would help everything else. But no good jobs no younger people coming here.
13	Jan 27, 2014 10:55 PM	Manistee needs to focus less on tourism and more on the people that support the town year round. Our grocery stores have the highest prices around, and then people don't even have jobs with livable wages. If we brought more factories into town we would see more graduates sticking around, and the town would GROW. This town is NOT going to grow as a tourist base. Along with more jobs, Manistee also needs better schools. Have you seen how all MAPS wants to do is support athletics???
14	Jan 27, 2014 9:49 PM	we need jobs. soon there will not be any young people living here, just old retire folk and as they die off , this town will die.
15	Jan 27, 2014 9:49 PM	We need many more jobs in Manistee that provide a comfortable living wages and not have the highest prices when it comes to groceries and other necessities and we're always being gouged with the price of gasoline because all the other cities around Manistee are at least 10 cents or more lower than us at almost any given time. Everyone is leaving Manistee because they can't afford to live here anymore.
16	Jan 27, 2014 6:09 PM	This needs to be given priority and needs to have a timeline. The history of getting sufficient problems that are identified, processed, and accomplished to an end results is not acceptable. Keep up the push toward these goals as our future is contingent on survival.
17	Jan 27, 2014 5:33 PM	provide the same city services for ALL residents. I have noticed that River St. is cleared of snow long before residential streets are. We city residents are getting stuck in snow drifts trying to get to work and city workers are clearing River St. first, I think you need to correct that mode of thought and priority.

18	Jan 24, 2014 9:36 PM	Strengthen city infrastructure (city streets in poor condition)
19	Jan 23, 2014 6:42 PM	Where are the local streets? Manistee needs jobs, jobs, jobs, Replace the City Manager and fire DDA Director. Residents have had enough of BOTH of them. Mitch needs to go before next election in November 2014 or City Council is going. Manistee residents deserve better. City Council start listening and responding to the residents. Get rid of the Ramsdell
20	Jan 23, 2014 5:14 AM	Where are the Local Streets on this list?????/ Did the "Great" City Council already forget about them?????/ Well City Council the residents have not forgotten.. Manistee Needs JOBS, JOBS, JOBS. NO MORE TOURIST CRAP. Sell the Ramsdell.. Fire the City Manager. It is time to send Mitch on his way. DITCH MITCH. City Council start working for the residents AND START RESPONDING TO THEM WHEN THEY CONTACT YOU. "Be Trend Setters"? That is a COMPLETE joke. A successful community has jobs and NOT a decreasing population. Do you get it City Council? Do you understand City Council? Do you hear City Council? Manistee needs JOBS. Either get jobs into Manistee or get off the City Council..
21	Jan 17, 2014 1:47 AM	quit the lies and cover ups!
22	Jan 14, 2014 3:59 PM	the city has the idea that it can divide up the tax monies for wages & services (many not needed) & then rely on Grants to fix & maintain infrastructure instead of putting maintaince in the budget. this is welfare thinking & wrong. you need to work in your budget & not just think you can get a grant or raise prop. taxes to get the job done. we got grants to do the ramsdell & now can't afford to run it. pretty soon you will want to do the same thing with the vogue. you will be web begging the already overtaxed business owners for money. "donations", to keep it open.you got grants to build the new marina. the old marina t was taking in \$24,000.00 per year & costing \$25,000. per year. now we have to donate \$40,000. to keep the marina open. this not good planning. that stupid sign that was just put up was a waste of money. it goes really well with out wrought iron. whoever bought into that idea should be fired. are we a victorian city or not. pure michigan is a good idea for the overall state but not for describing what we are (supposed to be).
23	Jan 14, 2014 3:09 AM	Forget the Riverwalk. Manistee needs jobs. Do you hear? We need JOBS. No more tourist items. Blight started with the poor streets and has spread like cancer to everything, houses, businesses, motels, unfinished condos,, sidewalks - start replacing the streets like you have been instructed over and over by residents throughout the city. You can start with Quincy St which you have neglected for decades. That street deserves attention. Shame on every City Council Member and the City Manager for how poorly you have treated Quincy Street and its residents. Transparency, are you joking? The City Council and Manager refuses to even communicate with residents or respond to written correspondence. Start responding to residents for your transparency. Fire Mr. Patrick Kay DDA for his comments regarding the lack of an educated work force and his other ignorant comments on Manistee.. Kay needs to go now! Is he telling potential new business owners that Manistee has no educated workforce for their operations. Kay needs to go now! Replace the City Manager. Diesch has shown NO leadership skills. He makes the City Council look like a bunch of clowns. MESSAGE TO CITY COUNCIL: start taking care of the residents and stop all the subsidies or expect to be replaced come November.
24	Jan 12, 2014 6:10 PM	Keep 1st street beach manageable...no more attractions. Spread the wealth over to 5th street beach
25	Jan 11, 2014 7:55 PM	Where are Local Streets - are they covered under "Blight" They are indeed a major contributor to the blight everywhere in Manistee. Manistee needs JOBS. Are you kidding or on drugs - expand the Riverwalk? NO NEW TOURIST ITEMS ARE NEEDED OR WANTED - JOB ARE
26	Jan 11, 2014 12:05 AM	We need to start thinking about condition of tennis courts. Our city does not have one decent court or even one pickle ball court. if we consider Manistee a resort town this is important for tourist, residents and students. There are grants available through the USTA and other organizations.
27	Jan 10, 2014 11:05 PM	Blight elimination? What does that mean? How about elimination sub-standard rental properties?
28	Jan 10, 2014	Surprised maintaining if not lowering taxes is not included

29	2:05 PM Jan 10, 2014 3:28 AM	Increase clean jobs - web development, light assembly, phone center, collegiate/technical/specialty education and research. Increase commercial marine jobs - shipping/distribution, shipbuilding/maintenance
30	Jan 9, 2014 3:52 AM	Tourism should not be the first option listed, it should be industrial because we have a deep water port, then commercial and lastly tourism. Blight elimination should only use taxpayer money when it will be used for further job creation, not paying for an upstairs apartment on River St because it might have lead paint. The owners of buildings need to paint their store fronts with their own money just as residents do. The EPA does a fine job of monitoring the air and water, Manistee only needs to follow their directives, not make up their own. Why would this survey not even list the option of the poorly maintained and ignored streets and mention an addition to the river walk. This is a very poor survey.
31	Jan 8, 2014 4:27 PM	The city needs to work on creating a positive environment for tourists and a sustainable job options for young people to want to stay or move to the Manistee area. This comes down to both hospitality and job creation. Go north, Frankfort is booming, south, Ludington is booming. One thing to be looked at is the routes in and out of downtown. One way River St. is not tourist friendly. Also, what about extending the freeway up to Manistee from Ludington? Do something bold, innovative, and be a model for the rest of Michigan.
32	Jan 8, 2014 3:13 PM	Manistee is a great place to live! I think Manistee does a great job at developing community initiatives. I marked sufficient jobs as my #1 priority and filling industrial parks as one of the last. Creating good jobs in a community without an industrial base is probably next to impossible. However, I wanted to emphasize my personal preference for good jobs that are not industrial, without necessarily opposing the development of industrial parks in general. Thanks for offering this survey.
33	Jan 8, 2014 3:11 PM	JOBS, MANUFACTURING, DECENT WAGES
34	Jan 8, 2014 2:53 PM	We need to help the Downtown Business "survive". One way I would like to see is giving tax breaks to everyone on River Street. It is sad to see empty buildings and it is mostly because the businesses that cannot pay those ridiculously high taxes. I would also like to see less city involvement in how businesses paint/decorate the buildings. YES this is the "Victorian City". But come on, really we have to focus on all the "old" the younger generation is SICK of that OLD. When I was a child, we would NEVER go to Ludington for anything. If we went there it was for a High School Football/Basketball/Baseball game. NOT for Wal-mart or movies. Get with the program Manistee City Council. Start taking a look around. What draws people to towns is good paying jobs, friendly people and entertainment, (and this shouldn't be the casino). Why don't we look at doing something like Ludington does on Friday nights in the summer? And, everything at their Friday Night Live is FREE. Never, never, never would anything be FREE to do in Manistee with kids. Just look at the Forest Festival. That needs help too. Sad! Lets turn this town into what it used to be. Fun for the people who live and work here. Not an OLD FOLKS retirement town with nothing ever to do! It's sad when our population has more retired people than School children! And, anything that has to do with children is shunned in Manistee.
35	Jan 8, 2014 2:50 PM	Being a tourist based economy puts the health of the city at risk. A blended approach helps to make the local economy more resilient.
36	Jan 8, 2014 2:42 PM	Manistee is too over-regulated and prejudiced against change. In the meantime, local development agreements are not tracked close enough. Local government makes concessions to encourage development but local developers don't live up to their end of the agreement and the city doesn't make them. They have too many rules but it is easy to get around them if you complain loud enough. Love how the city uses website and Facebook to communicate; much better transparency with new technology.

Public Input Session
October 15th, 2015



Aesthetics – RESPONSES

	Group 1	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?	Several storefronts have been approved	River	Streetscapes, period lighting, facades
What draws people to the City?			Drawbridges, waterways SS City of Milwaukee
What can be built upon to further progress the City?	More grants for improvements. Tax exemptions for new businesses that improve buildings.		Eradicate blight Stricter enforcement of blight ordinance
<i>Weaknesses within the City of Manistee?</i>			
What are notable deficiencies within the City?	Some of the storefronts need improvement	Park in city – ugly - scary	Poor streets. Unpainted wood downtown/at restaurants and other businesses
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?			Market “S.S. City of Milwaukee” eg: restaurant, B&B (need sanitation improvement). Better signage. Manistee Lake area more aesthetically pleasing
Committees, Groups and Agencies which may assist with implementation of goals/objectives?			
Methods to combat identified weaknesses?			
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			



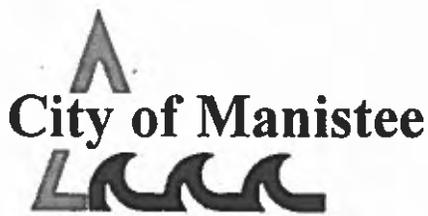
Economic Development/ Job Creation – RESPONSES			
	Group 1	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?	Approving Downtown – Buildings. Walking distance to shopping, stores	Water, deep water port, beaches, Victorian, horses, hiking, recreational, concert series, in town and other cities. Farmers market, fare book page, job opportunities Manistee Mason County	Natural resources, deep water channel, beaches/boardwalk. Historic downtown, vogue theatre, riverwalk, access to water
What draws people to the City?	Beach, forestry, hunting, hiking – brings people for restaurants, hotels, fishing	Fairly inexpensive. Bakery, Famous Flynn, Music Vault	Fishing, national forest, easy access to water, hunting, historic value.
What can be built upon to further progress the City?	Clean up store fronts; small, High-Tec start-ups could be encouraged downtown	Upgrade buildings, try to make it easier, redevelop readiness, city tax breaks – abatement	Awareness, good hotels, hiking trails, good restaurants – issues with Blue Fish Restaurant, brewery
<i>Weaknesses within the City of Manistee?</i>			
What are notable deficiencies within the City?	New jobs, business, more act on beach and downtown. Longer store hours- advertise more	Taxes, active education, stream line process for business, one stop shop, historic commission – red tape, parking, residential – new condos	Trails, too much low income housing. Hotels, too much blight. Restaurants, high millage.
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?	More restaurants, better variety of stores Free Wi-Fi to all downtown. Physical space and financial benefit to companies to encourage relocation	Shopping facilities, restaurants (Mexican)	Downtown aesthetics, no critical mass of people/need to attract. Boardwalk/riverwalk, festivals; eg. kite flying contest, 5k events, fishing events for children as well as adults
Committees, Groups and Agencies which may assist with implementation of goals/objectives?		Score, DDA, Chamber of Commerce, Lions	DDA, trail access. Call centers, asking for suggestions from other communities/chambers of commerce
Methods to combat identified weaknesses?		One point person known to realtors & marketing. All org qualifies employees	Promotions/advertisement. Community feedback
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?		All organizations, communicating, building out apartments, parking problems, business owners who park in front of their business, parking for fee for business	Over success or on the other hand, not enough done. Balanced planning.



Education / Schools – RESPONSES			
	Group 1	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?	Pool is an asset – solid education, tech is impressive asset. Swim lessons available to many, lifeguards = jobs		Good Sense of participation/community support. Communication good between families/facility
What draws people to the City?	Stronger infrastructure = schools		
What can be built upon to further progress the City?			Some say higher level institution needed or culinary school, technical school or extension of a university/college
<i>Weaknesses within the City of Manistee?</i>			
What are notable deficiencies within the City?	Track – but the effort is bringing community together	Latch key for kids after school	No colleges/higher education or likewise good centers for online facilities
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?		Work with West Shore – classes in city	
Committees, Groups and Agencies which may assist with implementation of goals/objectives?			Teaching community
Methods to combat identified weaknesses?			
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			Indirect threats – residents have to be loyal to facility



Housing – RESPONSES			
	Group 1	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?		Historic buildings - residential	Victorian period homes. Affordable as well as expensive (nicer) housing available
What draws people to the City?		Housing under \$100,000	Affordability. Period of the homes
What can be built upon to further progress the City?	Working on blight. Affordable housing. What working wage housing?		Housing in downtown area – many upstairs vacant (not low income, however). Enforce blight ordinance.
<i>Weaknesses within the City of Manistee?</i>			
What are notable deficiencies within the City?	Senior living options. What affordable housing percent of the city is senior?	Rentals \$700 - \$1,200 mid-level apartments non-subsidized. “Old Chippewa Hotel”, Sands property, Armory	Blight, high millage, high water rate
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?	Senior Groups	Senior housing only – Century Terrace (redone)	B&B's Housing for career professionals
Committees, Groups and Agencies which may assist with implementation of goals/objectives?	Senior organization that makes money on housing. Mid to low income projects that provide quality housing to community and helps investors.	Planning Commission? Encourage new construction	Other chambers of commerce who have succeeded within their communities. A city council that understands elderly/fixed income people.
Methods to combat identified weaknesses?		Housing Administration Commission away from river. Keep Seniors there – assisted living.	Additional sewage systems
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			City well system



Land Use and Zoning – RESPONSES			
	Group 1 NO ANSWERS PROVIDED	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?			
What draws people to the City?			
What can be built upon to further progress the City?			
<i>Weaknesses within the City of Manistee?</i>			
What are notable deficiencies within the City?		Downtown – CBD – allow for first floor residential property require mixed use	North Industrial Park. North area of city – industrial/rail area
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?			
Committees, Groups and Agencies which may assist with implementation of goals/objectives?			
Methods to combat identified weaknesses?			
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			



Parks and Recreation – RESPONSES			
	Group 1	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?	There are several parks, new additions are now available. A number of park opportunities	Beaches – parks	Beaches (sometimes), Marinas Shuffleboard areas, Riverwalk.
What draws people to the City?	Clean and safe playground equipment. Riverwalk.		Beaches (sometimes), Marinas Shuffleboard areas, Riverwalk.
What can be built upon to further progress the City?	Non-Motorized pathways. Clean and re-surface riverwalk. Paint hand rail.	Quality dog park needed - no water. MRA sports too expensive	Fitness Trail
<i>Weaknesses concerning the City of Manistee?</i>			
What are notable deficiencies within the City?	City assets are spread out to far.		Too many parks to maintain
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?	Do the parks benefit the age of citizen.		Consolidates parks into more multipurpose parks. Winter park area downtown. Interconnecting trails to park faculties also including snowmobile trails.
Committees, Groups and Agencies which may assist with implementation of goals/objectives?	School		DPW DNR
Methods to combat identified weaknesses?		Maintain too many parks. Ugly park on River Street.	
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			

Transportation – RESPONSES			
	Group 1	Group 2	Group 3
<i>Strengths within the City of Manistee?</i>			
What is good within the City?	Seniors have a transportation option. Parking is free	Airport- needs to expand service. Dial-A-Ride - county tax- city marinas.	Trolley/shuttle. Airport
What draws people to the City?	Parking, safe area for vehicles and family		City Marina. Boats within walking distance of Oleson's.
What can be built upon to further progress the City?		Free bus rides – longer hours. More parking for downtown.	Multimode transportation eg: taxi, trolley, uber
<i>Weaknesses concerning the City of Manistee?</i>			
What are notable deficiencies within the City?	Dial-A-Ride doesn't run on weekend, more scheduled hours. Need a regular bus route. Connect bedroom communities to downtown with bike/walking paths.	Bike rental – bike racks	Railroad Taxi's
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?			Scheduled routes of shuttle/permanent stops created. Uber
Committees, Groups and Agencies which may assist with implementation of goals/objectives?			DDA Airport Authority Manistee Transportation Authority.
Methods to combat identified weaknesses?		Metered parking	Coordination of resources. Coordination on a regional level.
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			



Misc Category – RESPONSES			
	Group 1 NO ANSWERS PROVIDED	Group 2 Drugs & Break in's	Group 3 No Title Given
<i>Strengths within the City of Manistee?</i>			
What is good within the City?			
What draws people to the City?			Kite flying activities on beach, trails Foot/bike races, more extended Victorian/Sleigh-bell – themed Christmas activities (shops decorated more, etc). Candy Store, Good Hotel!!!, Craft brewery!! Rock and sea glass beach combing events and crafting surrounding this theme
What can be built upon to further progress the City?			Kid's fishing contests
<i>Weaknesses within the City of Manistee?</i>			
What are notable deficiencies within the City?		Drug problem – Heroin- Meth Too many break-ins	
<i>Opportunities within the City of Manistee?</i>			
What is available to focus on within the City which will benefit residents and visitors?		Prevention – more awareness of problem in Manistee. Let citizens know	
Committees, Groups and Agencies which may assist with implementation of goals/objectives?			
Methods to combat identified weaknesses?			
<i>Threats within the City of Manistee?</i>			
What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?			

Group # 1
Original Sheet Results

Housing

Strengths within the City of Manistee?

What is good within the City?

THERE IS SOME SENIOR HOUSING AVAILABLE.
ATTRACTIVE/HISTORIC STRUCTURES.

What draws people to the City?

INEXPENSIVE RENTALS/PURCHASES.
TREES ON STREETS - HOME FRONTS, WILDLIFE, LAKE AND LIVER VIEWS

What can be built upon to further progress the City?

MORE SENIOR HOUSING DEVELOPMENT
MORE MID-COST HOUSING OPTIONS. DOWNTOWN APARTMENTS

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

AFFORDABLE HOUSING IS NEEDED FOR THOSE WORKING (OR WILL WORK DOWNTOWN).
PEOPLE PAY TAXES. ^{THE} GROUPS DON'T WORK TOGETHER.
MORE COLLABORATION

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

SENIOR CENTER, COUNCIL ON AGING

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Aesthetics

Strengths within the City of Manistee?

What is good within the City?

SEVERAL STOREFRONTS HAVE BEEN IMPROVED.

What draws people to the City?

What can be built upon to further progress the City?

*MORE GRANTS FOR IMPROVEMENTS.
TAX EXEMPTIONS FOR NEW BUSINESSES THAT IMPROVE BUILDINGS.*

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

SOME OF THE STORE FRONTS NEED IMPROVEMENT.

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Parks & Recreation

Strengths within the City of Manistee?

What is good within the City?

THERE ARE SEVERAL PARKS, NEW ADDITIONS ARE NOW AVAILABLE.

What draws people to the City?

*CLEAN AND SAFE PLAYGROUND EQUIPMENT.
RIVER WALK*

What can be built upon to further progress the City?

CLEAN AND RE-SURFACE RIVER WALK. PAINT HAND RAIL

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Transportation

Strengths within the City of Manistee?

What is good within the City?
SENIORS HAVE A TRANSPORTATION OPTION.
PARKING IS FREE.

What draws people to the City?
PARKING, SAFE AREA FOR VEHICLES AND FAMILY.

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?
PIAZA-A-RIDE DOESN'T RUN ON WEEK-END - MORE SCHEDULED HOURS.
NEED A REGULAR BUS ROUTE.
CONNECT BEDFORD COMMUNITIES TO DOWNTOWN WITH BIKE/WALKING PATHS.

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Economic Development/Job Creation

Strengths within the City of Manistee?

What is good within the City?

improving D Town - Bldgs
Walking district to Shopping stores

What draws people to the City?

Beach, forestry Hunting Hiking - Brings people for Restaurants, Hotels fishing

What can be built upon to further progress the City?

clean up store fronts
SMALL, HIGH-TECH START-UPS COULD BE ENCOURAGED DOWNTOWN.

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

new jobs, business, more action Beach & Downtown
Longer Store hours - advertise more

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

more restaurants, better variety of stores
FREE WI-FI TO ALL DOWNTOWN.
PHYSICAL SPACE AND FINANCIAL BENEFIT TO COMPANIES TO ENCOURAGE RELOCATION.

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?



Education/Schools

Strengths within the City of Manistee?

What is good within the City?

Pool is an asset - Solid education - Tech is impressive asset.
SWIM LESSONS AVAILABLE TO MANY, LIFE SAVERS = JOBS

What draws people to the City?

Stronger infrastructure = schools

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Track - but the effort is bringing community together

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Housing

Strengths within the City of Manistee?

What is good within the City?

What draws people to the City?

What can be built upon to further progress the City?

Working on blight - affordable housing - what working wage housing?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Senior living options - what percent of the city is senior.

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Senior groups -

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

organization that make money on housing, to combat identified weaknesses (mid to low income projects that provide quality housing to community and helps investors).

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Parks & Recreation

Strengths within the City of Manistee?

What is good within the City?

a number of park opportunities

What draws people to the City?

What can be built upon to further progress the City?

Non-motor pathways

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

city assets are spread out too far.

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Do the parks benefit the age of citizen.

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

School

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Group # 2
Original Sheet Results

Aesthetics

Strengths within the City of Manistee?

What is good within the City?

RIVER

What draws people to the City?

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Park in city - ugly - scary

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Economic Development/Job Creation

Strengths within the City of Manistee?

What is good within the City?

water - deep water - boat
concert series - 14 town + other cities farmers market -
fairly in expense
bokey - far on fly in - meat vault -
fore book page - job opportunities manistee + mosser County

What can be built upon to further progress the City?

up grade buildings - try to make it easier - Redevelop Readman City
Tax breaks - abatement?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

paper - education - Stream line process for business - One Stop
Active Education - Red Tape Parking Residential - new words shop
1-45 time Commission - Red Tape

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Shopping facilities - Restaurants - Mexican

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Score - ODA - Chamber of Commerce - Lions

Methods to combat identified weaknesses?

one point person know to leaders + marketing
all are qualified employees.

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

All other actions - communicating -
Building out apartments - parking problems - Business owners - parks
parking for fee for businesses in front of their business

Housing

Strengths within the City of Manistee?

What is good within the City?

Historic Buildings - Residential

What draws people to the City?

Living under \$100,000

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Pentels - \$700 - 1200 mid level apartment - low - subsidized
"Old Chippewa Hotel" - Sands property - empty

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Senior housing only - Century Terrace (Redline)

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Planning Commission? Encourage new construction -

Methods to combat identified weaknesses?

Housing Administration Commission away from
Haber. Keep seniors there - create housing

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Education/Schools

Strengths within the City of Manistee?

What is good within the City?

What draws people to the City?

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Watch key for kids after school

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Work with wood shop - classes in city

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Other: Drug + Buck Area

Strengths within the City of Manistee?

What is good within the City?

What draws people to the City?

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

*Drug Problem - Heroin - meth -
Too many break ins*

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

*Prevention - more awareness of problem in
manistee get citizens involved.*

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Transportation

Strengths within the City of Manistee?

What is good within the City?

Airport - needs to expand service -
Dial a Ride - County tax - City, manistee

What draws people to the City?

What can be built upon to further progress the City?

Free bus rides - longer hours
more parking for downtown.

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Better quality streets - continue upgrading
Bike rental - bike racks -

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Bike rental - bike racks -

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Metered parking

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Land Use and Zoning

Strengths within the City of Manistee?

What is good within the City?

What draws people to the City?

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Owntown - CBD - allow for 1st floor residential property requires mixed use -

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Parks & Recreation

Strengths within the City of Manistee?

What is good within the City?

Coaches - Parks -

What draws people to the City?

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Quality Dog Park needed. no water - fuel proper
No cleaned on live week.
MLA - sports to experience
overpower dog

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Main train - Two many Parks -
ugly park on River Street.

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Group # 3
Original Sheet Results

Economic Development/Job Creation

Strengths within the City of Manistee?

What is good within the City?

Natural resources
Historic downtown

deep water channel
Vogue theatre
access to water

3+ beaches/boardwalk
River walk

What draws people to the City?

fishing
easy access to water
historic value

National forest
hunting

What can be built upon to further progress the City?

awareness
bike/hike trails

good hotels
good restaurants - issues with Blue Fish Restaurant
brewery

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

trails
hotels
restaurants

too much low-income housing
too much blight
high millage

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Downtown aesthetics
Boardwalk/riverwalk

no critical mass of people/need to attract festivals; eg kite flying contest, 5K events, fishing events for children as well as adults

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

DNA
trail access

Call centers
asking for suggestions from other communities/chambers of commerce

Methods to combat identified weaknesses?

promotions/advertisement
community feedback

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

oversuccess or on the other hand, not enough done
balanced planning

Transportation

Strengths within the City of Manistee?

What is good within the City?

trolley/shuttle
airport

What draws people to the City?

City Marina
boats to within walking distance of Olkson's

What can be built upon to further progress the City?

multi mode transportation e.g. taxis, trolley, uber

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

railroad
taxis

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Scheduled routes of shuttle/stops permanent stops created
Uber

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

DRA
Airport Authority
Manistee Transportation Authority

Methods to combat identified weaknesses?

Coordination of resources
Coordination on a regional level

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Education/Schools

Strengths within the City of Manistee?

What is good within the City?

good sense of participation / community support
communication good between families / faculty

What draws people to the City?

What can be built upon to further progress the City?

Some say ~~to a~~ higher level institution needed
or culinary school / technical school
or an extension of a university / college

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

No colleges / higher education or likewise
good centers for online facilities

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?
teaching community

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

indirect threats - ~~but~~ residents have to be loyal to facility

Housing

Strengths within the City of Manistee?

What is good within the City?

Victorian period homes
affordable, as well as, expensive (nicer) housing available
Safe feelings in town

What draws people to the City?

affordability
period of the homes

What can be built upon to further progress the City?

housing in downtown area - many upstairs vacant (not low income, however)
enforce blight ordinance

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

blight
high millage
high water rate

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

BIDs
housing for career professionals

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

other chambers of Commerce who have succeeded within their communities
A City Council that understands elderly/poor/fixed income people.

Methods to combat identified weaknesses?

Additional sewage systems

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

City Well System

Parks & Recreation

Strengths within the City of Manistee?

What is good within the City?
beaches (sometimes) marinas
shuffleboard area
riverwalk

What draws people to the City?

— See above —

What can be built upon to further progress the City?

fitness trail

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

too many parks to maintain

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Consolidate parks in more multipurpose parks

winter park area downtown

* interconnecting trails to park facilities
also ~~for~~ includes snowmobile trails

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

DPW
DNR

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Aesthetics

Strengths within the City of Manistee?

What is good within the City?

Streetscapes
facades

~~the~~ period lighting

What draws people to the City?

~~Historic~~

Draw bridges

waterways

SS Milwaukee boat

What can be built upon to further progress the City?

eradicate blight

stricter enforcement of blight ordinance

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Poor streets

unpainted wood Downtown / ^{at} restaurants and other businesses

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Market "SS City of Milwaukee" eg: restaurant, PiB (need sanitation improvement)

Better signage

Manistee Lake area more aesthetically pleasing

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

DAA

Methods to combat identified weaknesses?

Signage

Less "Industrial" Look to north area of town

Use trees to screen blight of industry

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Land Use and Zoning

Strengths within the City of Manistee?

What is good within the City?

What draws people to the City?

What can be built upon to further progress the City?

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

North Industrial Park
North area of city - industrial/rail area

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?

Other:

Strengths within the City of Manistee?

What is good within the City?

What draws people to the City?

Kite flying activities on beach
foot/bike races
candy store
Good Hotels!!

trails

more ~~Victorian~~ extended Victorian/Sterlingbell-themed Christmas activities (shops decorated more, etc)
Rock + sea glass beachcombing events + crafting surrounding
#his theme

What can be built upon to further progress the City? Craft Brewery!!
Kid's fishing contests

Weaknesses concerning the City of Manistee?

What are notable deficiencies within the City?

Opportunities for the City of Manistee?

What is available to focus on within the City which will benefit residents and visitors?

Committees, Groups and Agencies which may assist with implementation of goals/objectives?

Methods to combat identified weaknesses?

Threats to increasing Strengths and Opportunities?

What are potential threats/pitfalls to successful implementation of goals shaped around Strengths and Opportunities?



MEMO TO: Thad Taylor, City Manager
 FROM: Jeffrey W. Mikula, Public Works Director
 DATE: May 10, 2016
 SUBJECT: Riverwalk Repair Mode



The project to repair the eroded section of Riverwalk was publicly bid. As you are aware the engineer's estimated approximately \$80,000 for this work.

Two bids were received.

- Schultz Excavating and Asphalt of Lundington LLC. \$74,600.00
- Swidorski Bothers Excavating LLC. \$77,675.00

Both companies are capable of performing this work, the bids are close together and both are below the engineer's estimate. We recommend awarding to the low bidder.

Schultz Excavating believes this project can be completed within 23-30 days and could mobilize as soon as May 23. Subject to receiving MDEQ and USACE permits this time frame should allow for completion prior to the 4th of July Holiday.

May 10, 2016

Jeff Mikula
Director of Public Works
City of Manistee
70 Maple Street
Manistee, MI 49660

RE: Riverwalk Repair and Protection Project
Bid Tabulation and Recommendation
VIA EMAIL

Jeff,

We received two bids for this project, with the low bid being \$74,600.00 and the high bid being \$77,675.00. Enclosed is a copy of the bid tabulation.

Schultz Excavating & Asphalt of Ludington, LLC submitted the low bid for the above mentioned project and has successfully completed projects in the area.

We recommend the award of this project to Schultz Excavating & Asphalt of Ludington, LLC at the unit prices bid which, when applied to the estimated quantities, result in a total bid of seventy-four thousand, six hundred dollars (\$74,600.00).

We will prepare the Contract documents and obtain the necessary insurances and bonding documents from the contractor once the City has approved the contract, and the Notice of Award is issued.

If you have any question or comments, please contact me at (989) 928-8027.

Sincerely,



Shawn P. Middleton, P.E., CFM
Sr. Project Manager

SPICER GROUP, INC
1400 Zeeb Drive
St. Johns, MI 48879
Phone: (989) 224-2355
Cell: (989) 928-8027
E-mail: shawnm@spicergroup.com

Copy: SGI File 12092416-039
Thad Taylor, City Manager
Ed Bradford, Chief Financial Officer
Brian House, Spicer Group, Inc.

BIDS FOR: **Riverwalk Repair and Protection Project
City of Manistee**

TAKEN ON: **5/10/2016**

BIDDERS>>>

**Schultz Excavating & Asphalt, LLC
Ludington, MI**

**Swidorski Bros. Excavating, LLC
Manistee, MI**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount	Unit Price	Amount
<u>CIVIL/SITE WORK</u>							
1.	1	Lump Sum	Mobilization	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00
2.	1	Lump Sum	Demolition, Site	\$ 3,000.00	\$ 3,000.00	\$ 4,800.00	\$ 4,800.00
3.	1	Lump Sum	Soil Erosion & Sedimentation Control	\$ 2,000.00	\$ 2,000.00	\$ 1,800.00	\$ 1,800.00
4.	1	Lump Sum	Site Grading, Restoration, Topsoil, Seeding and Mulch	\$ 2,500.00	\$ 2,500.00	\$ 1,775.00	\$ 1,775.00
5.	1	Lump Sum	Embankment, Re-Used Material, CIP	\$ 1,000.00	\$ 1,000.00	\$ 3,800.00	\$ 3,800.00
6.	100	Cu. Yd.	Embankment, Imported MDOT Class III Granular Fill, CIP	\$ 40.00	\$ 4,000.00	\$ 25.00	\$ 2,500.00
7.	40	Cu. Yd.	MDOT Class II Granular Base, CIP	\$ 40.00	\$ 1,600.00	\$ 30.00	\$ 1,200.00
8.	150	Cu. Yd.	Rip Rap and Geotextile	\$ 125.00	\$ 18,750.00	\$ 160.00	\$ 24,000.00
9.	1800	Sq. Ft.	4" Sidewalk	\$ 7.00	\$ 12,600.00	\$ 5.75	\$ 10,350.00
<u>STRUCTURAL WORK</u>							
10.	1	Lump Sum	Removal and Reinstallation Boardwalk	\$ 24,500.00	\$ 24,500.00	\$ 9,875.00	\$ 9,875.00
11.	100	Lin. Ft.	Wood Framing, 2x4	\$ 3.00	\$ 300.00	\$ 16.50	\$ 1,650.00
12.	100	Lin. Ft.	Wood Framing, 2x6	\$ 4.00	\$ 400.00	\$ 39.00	\$ 3,900.00
13.	100	Lin. Ft.	Wood Framing, 2x12	\$ 8.00	\$ 800.00	\$ 44.00	\$ 4,400.00
14.	100	Lin. Ft.	Wood Framing, 4x4	\$ 14.00	\$ 1,400.00	\$ 22.00	\$ 2,200.00
15.	50	Sq. Ft.	Wood Decking	\$ 5.00	\$ 250.00	\$ 8.50	\$ 425.00
				TOTAL:	\$ 74,600.00	TOTAL:	\$ 77,675.00



May 10, 2016

AGREEMENT

This agreement is by and between City of Manistee (“Owner”) and
Schultz Excavating & Asphalt of Ludington, LLC (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents.

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: Riverwalk Repair and Protection Project.

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by Spicer Group, Inc.

3.02 The Owner has retained Spicer Group, Inc. (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Days*

A. The Work will be substantially completed within 30 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 45 calendar days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner \$500 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.

2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$500 for each day that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

4.04 *Special Damages*

- A. In addition to the amount provided for liquidated damages, Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item):

Item No.	Quantity	Unit	Description	Unit Price	Amount
<u>CIVIL/SITE WORK</u>					
1.	1	Lump Sum	Mobilization	\$1,500.00	\$1,500.00
2.	1	Lump Sum	Demolition, Site	\$3,000.00	\$3,000.00
3.	1	Lump Sum	Soil Erosion & Sedimentation Control	\$2,000.00	\$2,000.00
4.	1	Lump Sum	Site Grading, Restoration, Topsoil, Seeding and Mulch	\$2,500.00	\$2,500.00
5.	1	Lump Sum	Embankment, Re-Used Material, CIP	\$1,000.00	\$1,000.00
6.	100	Cu. Yd.	Embankment, Imported MDOT Class III Granular Fill, CIP	\$40.00	\$4,000.00
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8.	150	Cu. Yd.	Rip Rap and Geotextile	\$125.00	\$18,750.00
9.	1800	Sq. Ft.	4" Sidewalk	\$7.00	\$12,600.00
<u>STRUCTURAL WORK</u>					
10.	1	Lump Sum	Removal and Reinstallation Boardwalk	\$24,500.00	\$24,500.00
11.	100	Lin. Ft.	Wood Framing, 2x4	\$3.00	\$300.00
12.	100	Lin. Ft.	Wood Framing, 2x6	\$4.00	\$400.00
13.	100	Lin. Ft.	Wood Framing, 2x12	\$8.00	\$800.00
14.	100	Lin. Ft.	Wood Framing, 4x4	\$14.00	\$1,400.00
15.	50	Sq. Ft.	Wood Decking	\$5.00	\$250.00
TOTAL:					\$74,600.00

The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 Progress Payments; Retainage

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the 5th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

- 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. 90 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 100 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

7.01 All amounts not paid when due shall bear interest at the rate of 0 percent per annum.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
- B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 1. This Agreement.
 2. Performance bond.
 3. Payment bond.
 4. General Conditions.
 5. Supplementary Conditions.
 6. Specifications as listed in the table of contents of the Project Manual.
 7. The Drawings as listed on the document title page.
 8. Addenda (none).
 9. Exhibits to this Agreement (enumerated as follows):
 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no

assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.
- B. *Equal Opportunity*
- Contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or because of a handicap that is unrelated to the person's ability to perform the duties of a particular job or position.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on May 24, 2016 (which is the Effective Date of the Contract).

OWNER:

City of Manistee

By: _____

Title: Mayor

Attest: _____

Title: City Clerk

Address for giving notices:

70 Maple Street

Manistee, MI 49660

CONTRACTOR:

Schultz Excavating & Asphalt of Ludington, LLC

By: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Title: _____

Address for giving notices:

PO Box 683

Ludington, MI 49431

License No.: _____
(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

NOTICE OF AWARD

Date of Issuance: May 10, 2016

Owner:	City of Manistee	Owner's Contract No.:	
Engineer:	Spicer Group, Inc.	Engineer's Project No.:	12092416-039
Project:	Riverwalk Repair and Protection Project	Contract Name:	Riverwalk Improvements
Bidder:	Schultz Excavating & Asphalt of Ludington, LLC		
Bidder's Address:	PO Box 683 Ludington, MI 49431		

TO BIDDER:

You are notified that Owner has accepted your Bid dated May 10, 2016 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Riverwalk Repair and Protection Project.

The Contract Price of the awarded Contract is: \$ 74,600.00 .

3 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

a set of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Engineer 3 counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Manistee

Authorized Signature
By: Colleen Kenny
Title: Mayor

Authorized Signature
By: Michelle Wright
Title: City Clerk

Copy: Engineer

**BID TAB CHECKLIST
RIVERWALK REPAIR AND PROTECTION PROJECT
CITY OF MANISTEE**

May 10, 2016 10:00 Am

	Company Name	Bid Bond/ Cashier's Check	Affidavit of Compliance	Addendum Bid Form Ackmt. Page	Bid Form Signature	Total Bid
1	Swidorski Bros. Excavating	Y	Y	Y	Y	\$ 77,675.00
2	Schultz Excavating + Asphalt	Y	Y	Y	Y	\$ 74,600.00
3						\$
4						\$
5						\$
6						\$
7						\$
8						\$
9						\$
10						\$
11						\$
12						\$

Paul. [Signature]
5-10-16

[Signature]

Michelle Wright City Clerk

**BID FORM
FOR CONSTRUCTION CONTRACTS**

Riverwalk Improvements

ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

City of Manistee, 70 Maple Street, PO Box 358, Manistee, MI 49660

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum Date</u>
— 0 —	_____
_____	_____
_____	_____
_____	_____

If no addenda have been issued, insert “N/A”. Bidder shall submit signed copies of the Addendum Acknowledgment receipt form issued with each addendum with the complete bid form.

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface

or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>CIVIL/SITE WORK</u>					
1.	1	Lump Sum	Mobilization	\$ <u>1500.00</u>	\$ <u>1500.00</u>
2.	1	Lump Sum	Demolition, Site	\$ <u>3000.00</u>	\$ <u>3000.00</u>
3.	1	Lump Sum	Soil Erosion & Sedimentation Control	\$ <u>2000.00</u>	\$ <u>2000.00</u>
4.	1	Lump Sum	Site Grading, Restoration, Topsoil, Seeding and Mulch	\$ <u>2500.00</u>	\$ <u>2500.00</u>
5.	1	Lump Sum	Embankment, Re-Used Material, CIP	\$ <u>1000.00</u>	\$ <u>1000.00</u>
6.	100	Cu. Yd.	Embankment, Imported MDOT Class III Granular Fill, CIP	\$ <u>40.00</u>	\$ <u>4000.00</u>
7.	40	Cu. Yd.	MDOT Class II Granular Base, CIP	\$ <u>40.00</u>	\$ <u>1600.00</u>
8.	150	Cu. Yd.	Rip Rap and Geotextile	\$ <u>125.00</u>	\$ <u>18,750.00</u>
9.	1800	Sq. Ft.	4" Sidewalk	\$ <u>7.00</u>	\$ <u>12,600.00</u>
<u>STRUCTURAL WORK</u>					
10.	1	Lump Sum	Removal and Reinstallation Boardwalk	\$ <u>24,500.00</u>	\$ <u>24,500.00</u>
11.	100	Lin. Ft.	Wood Framing, 2x4	\$ <u>3.00</u>	\$ <u>300.00</u>
12.	100	Lin. Ft.	Wood Framing, 2x6	\$ <u>4.00</u>	\$ <u>400.00</u>
13.	100	Lin. Ft.	Wood Framing, 2x12	\$ <u>8.00</u>	\$ <u>800.00</u>
14.	100	Lin. Ft.	Wood Framing, 4x4	\$ <u>14.00</u>	\$ <u>1400.00</u>
15.	50	Sq. Ft.	Wood Decking	\$ <u>5.00</u>	\$ <u>250.00</u>
TOTAL:					\$ <u>74,600.00</u>

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 30 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 45 calendar days after the date when the Contract Times commence to run.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security;
- B. Affidavit of Compliance – Iran Economic Sanctions Act;

ARTICLE 8 – DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]*

Schultz Excavating & Asphalt of Ludington, LLC

By: *BES Schultz*
[Signature]

Brian E. Schultz
[Printed name]

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____
[Signature]

[Printed name]

Title: _____

Submittal Date: _____

Address for giving notices:

P.O. Box 1083

Ludington, MI 49431

Telephone Number: 231-845-7125

Fax Number: 231-843-4688

Contact Name and e-mail address: Brian Schultz

Schultzexcavating@yahoo.com

Bidder's License No.: _____
(where applicable)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

AFFIDAVIT OF COMPLIANCE-IRAN ECONOMIC SANCTIONS ACT
MICHIGAN PUBLIC ACT 517 OF 2012

The undersigned, as owner or authorized officer of the below named CONTRACTOR, pursuant to the compliance certification requirement by the State of Michigan, and as referenced by OWNER in the BIDDING DOCUMENTS, hereby certifies, represents and warrants that the CONTRACTOR (including its Officers, Directors and Employees) is not an "Iran linked business" as defined by the Iran Economic Sanctions Act, Michigan Public Act 517 of 2012 (THE ACT). And, that in the event CONTRACTOR is awarded a contract as a result of the aforementioned BIDDING DOCUMENTS, the Contractor will not become an "Iran linked business" at any time during the course of performing the work or any services under the contract.

The CONTRACTOR further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater. The cost of the OWNER'S investigation and reasonable attorney fees may also be added in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on any other of the OWNER'S projects for three (3) years from the date that it is determined that the person has submitted the false certification.

CONTRACTOR:

Schultz Excavating & Asphalt of Ludington, LLC

Name of Contractor

By: [Signature]

Its: OWNER

Date: 5-9-16

STATE OF Michigan }

ss.

COUNTY OF Mason }

This instrument was acknowledged before me on the 9th day of May, 2016
by Jane M Croff.

[Signature]
Notary Public
Mason County, State of Michigan
My Commission expires: 2-1-2019
Acting in the County of: Mason

JANE M. CROFF
NOTARY PUBLIC, STATE OF MICHIGAN
COUNTY OF MASON
MY COMMISSION EXPIRES 02/01/2019
ACTING IN THE COUNTY OF Mason

American Institute of Architects

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we, Schultz Excavating & Asphalt of Ludington, LLC, as Principal, hereinafter called the Principal, and Liberty Mutual Insurance Company, duly organized under the laws of the State of MA, as Surety, hereinafter called the Surety, are held and firmly bound unto City of Manistee, as Obligee, hereinafter called the Obligee, in the sum of FIVE Percent of the Amount Bid (5 % of the Bid Amount), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for: **Riverwalk Repair & Protection Project**

Bid Date: May 10, 2016

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 10th day of May, A.D. 2016.


(Witness)

Schultz Excavating & Asphalt of Ludington, LLC

(Principal)

 owner
(Title)


(Witness)

Liberty Mutual Insurance Company

(Surety)


James S. Kurowski Attorney-in-Fact

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

LIBERTY MUTUAL INSURANCE COMPANY
BOSTON, MASSACHUSETTS
POWER OF ATTORNEY

KNOW ALL PERSONS BY THESE PRESENTS: That Liberty Mutual Insurance Company (the "Company"), a Massachusetts stock insurance company, pursuant to and by authority of the By-law and Authorization hereinafter set forth, does hereby name, constitute and appoint **JAMES S. KUROWSKI, GAIL A. KUROWSKI, ALL OF THE CITY OF GRAND LEDGE, STATE OF MICHIGAN**

..... each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations in the penal sum not exceeding **FIFTY MILLION AND 00/100******* DOLLARS (\$ **50,000,000.00*******) each, and the execution of such undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents, shall be as binding upon the Company as if they had been duly signed by the president and attested by the secretary of the Company in their own proper persons.

That this power is made and executed pursuant to and by authority of the following By-law and Authorization:

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

By the following instrument the chairman or the president has authorized the officer or other official named therein to appoint attorneys-in-fact:

Pursuant to Article XIII, Section 5 of the By-Laws, Garnet W. Elliott, Assistant Secretary of Liberty Mutual Insurance Company, is hereby authorized to appoint such attorneys-in-fact as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

That the By-law and the Authorization set forth above are true copies thereof and are now in full force and effect.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Company and the corporate seal of Liberty Mutual Insurance Company has been affixed thereto in Plymouth Meeting, Pennsylvania this 7th day of July 2009.

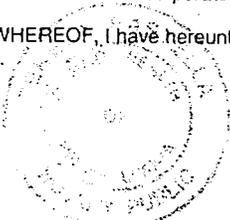
LIBERTY MUTUAL INSURANCE COMPANY

By Garnet W. Elliott
Garnet W. Elliott, Assistant Secretary

COMMONWEALTH OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 7th day of July, 2009, before me, a Notary Public, personally came Garnet W. Elliott, to me known, and acknowledged that he is an Assistant Secretary of Liberty Mutual Insurance Company; that he knows the seal of said corporation; and that he executed the above Power of Attorney and affixed the corporate seal of Liberty Mutual Insurance Company thereto with the authority and at the direction of said corporation.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notary Seal
Teresa Pastella, Notary Public
Plymouth Twp., Montgomery County
My Commission Expires March 28, 2013

By Teresa Pastella
Teresa Pastella, Notary Public

CERTIFICATE

I, the undersigned, Assistant Secretary of Liberty Mutual Insurance Company, do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy, is in full force and effect on the date of this certificate; and I do further certify that the officer or official who executed the said power of attorney is an Assistant Secretary specially authorized by the chairman or the president to appoint attorneys-in-fact as provided in Article XIII, Section 5 of the By-laws of Liberty Mutual Insurance Company.

This certificate and the above power of attorney may be signed by facsimile or mechanically reproduced signatures under and by authority of the following vote of the board of directors of Liberty Mutual Insurance Company at a meeting duly called and held on the 12th day of March, 1980.

VOTED that the facsimile or mechanically reproduced signature of any assistant secretary of the company, wherever appearing upon a certified copy of any power of attorney issued by the company in connection with surety bonds, shall be valid and binding upon the company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seal of the said company, this 10th day of May, 2016.

By David M. Carey
David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, bank deposit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

Bond No.: 281285

KNOW ALL MEN BY THESE PRESENTS, that we Swidorski Brothers Excavating, LLC

4786 Red Apple Rd, Manistee, MI 49660
as Principal, hereinafter call the Principal, and Merchants Bonding Company (Mutual)
P.O. Box 14498, Des Moines, Iowa 50306-3498

a corporation duly organized under the laws of the State of Iowa
as Surety, hereinafter called the Surety, are held and firmly bound unto City of Manistee

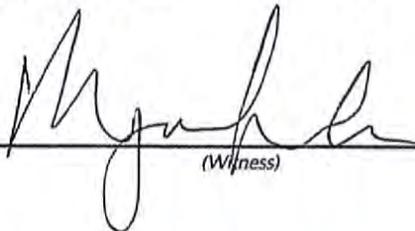
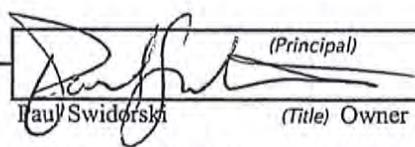
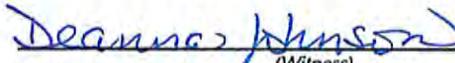
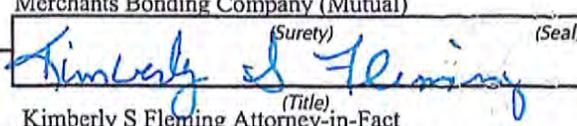
70 Maple Street, Manistee, MI 49660
as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Bid Amount

Dollars (\$ 5% ^{3883.75}),
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Removal and replacement of disturbed boardwalk/sidewalk with site grading, fill, and riprap

NOW THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 10th day of May 2016 XXX

 _____ (Witness)	Swidorski Brothers Excavating, LLC  _____ (Principal) (Seal) Paul Swidorski (Title) Owner
 _____ Deanna Johnson (Witness)	Merchants Bonding Company (Mutual)  _____ (Surety) (Seal) Kimberly S Fleming (Title) Attorney-in-Fact

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Bond #: 281285

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Kimberly S Fleming

their true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver on behalf of the Companies, as Surety, bonds, undertakings and other written obligations in the nature thereof, subject to the limitation that any such instrument shall not exceed the amount of:

Four Million (\$4,000,000.00) Dollars

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 24, 2011.

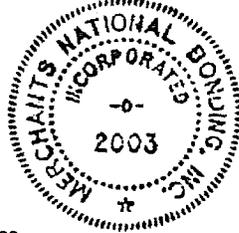
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 15th day of September, 2015.



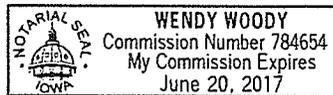
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*

President

STATE OF IOWA
COUNTY OF Dallas ss.

On this 15th day of September, 2015, before me appeared Larry Taylor, to me personally known, who being by me sworn did say that he is President of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Wendy Woody
Notary Public, Polk County, Iowa

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of the MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 10th day of May, 2016.



William Warner Jr.
Secretary

**BID FORM
FOR CONSTRUCTION CONTRACTS**

Riverwalk Improvements

ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to:

City of Manistee, 70 Maple Street, PO Box 358, Manistee, MI 49660

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER’S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
<u>n/a</u>	<u>n/a</u>
_____	_____
_____	_____
_____	_____

If no addenda have been issued, insert “N/A”. Bidder shall submit signed copies of the Addendum Acknowledgment receipt form issued with each addendum with the complete bid form.

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface

or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.

- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>CIVIL/SITE WORK</u>					
1.	1	Lump Sum	Mobilization	\$ 5000.00	\$ 5000.00
2.	1	Lump Sum	Demolition, Site	\$ 4800.00	\$ 4800.00
3.	1	Lump Sum	Soil Erosion & Sedimentation Control	\$ 1800.00	\$ 1800.00
4.	1	Lump Sum	Site Grading, Restoration, Topsoil, Seeding and Mulch	\$ 1775.00	\$ 1775.00
5.	1	Lump Sum	Embankment, Re-Used Material, CIP	\$ 3800.00	\$ 3800.00
6.	100	Cu. Yd.	Embankment, Imported MDOT Class III Granular Fill, CIP	\$ 25.00	\$ 2500.00
7.	40	Cu. Yd.	MDOT Class II Granular Base, CIP	\$ 30.00	\$ 1200.00
8.	150	Cu. Yd.	Rip Rap and Geotextile	\$ 160.00	\$ 24000.00
9.	1800	Sq. Ft.	4" Sidewalk	\$ 5.75	\$ 10350.00
<u>STRUCTURAL WORK</u>					
10.	1	Lump Sum	Removal and Reinstallation Boardwalk	\$ 9875.00	\$ 9875.00
11.	100	Lin. Ft.	Wood Framing, 2x4	\$ 16.50	\$ 1650.00
12.	100	Lin. Ft.	Wood Framing, 2x6	\$ 39.00	\$ 3900.00
13.	100	Lin. Ft.	Wood Framing, 2x12	\$ 44.00	\$ 4400.00
14.	100	Lin. Ft.	Wood Framing, 4x4	\$ 22.00	\$ 2200.00
15.	50	Sq. Ft.	Wood Decking	\$ 8.50	\$ 425.00
TOTAL:					\$ 77,675.00

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 30 calendar days after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions, and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions within 45 calendar days after the date when the Contract Times commence to run.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security;
- B. Affidavit of Compliance – Iran Economic Sanctions Act;

ARTICLE 8 – DEFINED TERMS

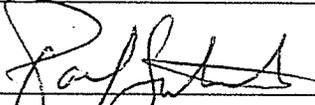
8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

BIDDER: [Indicate correct name of bidding entity]

Swidorski Bros. Excavating LLC

By:
[Signature]

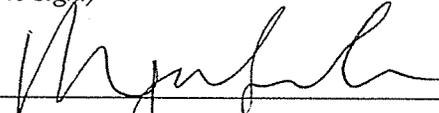


[Printed name]

Paul Swidorski

(If Bidder is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:
[Signature]



[Printed name]

Megan Savela

Title:

Office Manager

Submittal Date:

5/10/16

Address for giving notices:

4786 Red Apple Road

Manistee, MI 49660

Telephone Number:

231-723-7244

Fax Number:

231-723-7244

Contact Name and e-mail address:

Paul Swidorski

swidbros@hotmail.com

Bidder's License No.:

District Health Dept. #10 Sewage Disposal Contractor License #51-0005
(where applicable)
State of MI Soil Erosion & Water Sedimentation Control Cert.
4562

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.

Memorandum



TO: Thad Taylor, City Manager

FROM: Denise Blakeslee, Planning & Zoning Administrator 

DATE: May 11, 2015

RE: Event Signage

Denise Blakeslee
Planning & Zoning
Administrator
70 Maple Street
Manistee, MI 49660
231.398.2805
dblakeslee@manisteemi.gov
www.manisteemi.gov

Thad, we have received an event signage request from the Salmon-A-Rama (lake wide fishing contest on Lake Michigan) that will run from July 9th – July 17th. David Brinkman is the main contact for the event and he is requesting to place three signs 18" x 24" near the Boat Launch at First Street. They are asking to place the signs on June 10th and remove them on July 17th.

City Council has the opportunity to approve exceptions to the sign ordinance under Section 2101.A.8 of the ordinance that reads:

- 8. *The Historic District Commission and City council may approve exceptions to this Article 21 for historically approved signage or community events, respectively.*

Attached are copies of the event form and proposed signage.





Denise Blakeslee, Planning & Zoning Administrator

City Hall

70 Maple Street

Manistee, MI 49660

231.398.2805 (phone)

dblakeslee@manisteemi.gov

SPECIAL EVENT SIGNAGE REQUEST

Please Print

Under Section 2101.A.8 City Council may approve exceptions to Article 21 Signs of the City of Manistee Zoning Ordinance for signage for community events. Permission must be granted from private property owners before signs can be installed for Council approved events. Requests must be received no later than 10 days before the next regularly scheduled Council Meeting to be placed on the agenda.

Under no circumstance are signs to be installed in the City right-of-way (area between the sidewalk and curb if there is no curb signs need to be placed at least 15 feet from the edge of the street. If your event is proposing to post signs to promote your event you must complete the following:

EVENT SIGNAGE

Event Name: Salmon-A-Rama (lake wide fishing contest on Lake Michigan)

Date of Event: July 9th- 17th

Reoccurring Event (specify):

SIGNAGE INFORMATION

Number of Signs Proposed: 3

Types of Sign(s): yard

Size of Sign(s): measure 18 x 24 made out of cloroplast

Proposed Location of Sign(s): based on where the city council recommends near Douglas Park boat launch

Date Signs to be installed: June 10th

Date Signs to be removed: July 17th

CONTACT INFORMATION

Person(s)/Organization(s) Making Request: Salmon-A-Rama

Main Contact Person: David Brinkmann

Address: 8934 Vona Dr

Phone: 262-455-1982

Cell: same as phone

Email: tnkr_99@yahoo.com

AUTHORIZATION

I hereby certify that the locations for the proposed signage have been authorized by the owner(s) of the property and that signs will not be placed in the MDOT or City Right-of-way. All information submitted on this application is accurate to the best of my knowledge.

Signature: E. Inail 4-28-16 Date: 4-28-2016

Office Use Only

Request complete/Forward to City Council for Consideration

Notes:

Signature: [Handwritten Signature] Date: 5-11-16

JULY 9 - 17 2016

Salmon-A-Rama

Official Weigh In Site

Captain Chucks Great Outdoors

5770 US-10

Ludington, MI. 49431

231-843-4458

www.salmon-a-rama.com

Denise Blakeslee

From: dave b <tnkr_99@yahoo.com>
Sent: Thursday, April 28, 2016 7:01 PM
To: Denise Blakeslee
Subject: Salmon A Rama signage
Attachments: Salmon_A_Rama_Nearest_Port_Captain_Chucks_Great_Outdoors[1].pdf; Event Signage Request Form 2015 fillable_201507011229530825.pdf

Denise,

I talked to you a couple of months ago about possibly having some signs placed at your city boat launch advertising Salmon-A-Rama, our Lake Michigan lake wide fishing contest, with the nearest weigh-in location close to Manistee. I do not remember if i was supposed to send this to you or to the other e-mail address; gniesen@manisteemi.gov with an application for signage and a proposed sign, so I am sending it to this one. If I am in error, please let me know, so I can send it to gniesen@manisteemi.gov. Sorry, I am unable to sign it. Please use my e-mail address as my signature.

David Brinkmann
Salmon-A-Rama committee member



Administrative Services

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

Memo to: Thad Taylor, City Manager

From: Edward Bradford, CFO **ENB**

Re: Lease Agreement with the Ramsdell Regional Center for the Arts

Date: May 11, 2016

Thad,

At the March 9, 2016 City Council work session, a group of concerned citizens from the Ramsdell Theatre Citizen Committee presented to Council their proposal for the creation of a new board of directors and operational model for the Ramsdell Theatre. Council consensus was that this was a direction they would like to move in. Subsequently, the City FY 2017 budget was prepared and adopted assuming that the Ramsdell would be leased to a non-profit corporation effective July 1, 2016.

The City has negotiated a lease agreement with the Ramsdell Regional Center for the Arts ("RRCA") to accomplish this. The lease was prepared based on similar examples from a number of different communities. City Attorney George Saylor has reviewed and approved the lease.

The lease addresses a number of key areas including term, ownership of the Theatre and equipment, requirements of the RRCA, operations, maintenance, financial, existing debt, capital expenditures, City in-kind services, employees, insurance, termination and other legalities.

I have attached a number of documents in addition to the lease as background information.

Mission Vision & Values
Bylaws
Biographies of Board Members
Budget Narrative
Budget
City Council Presentation from March 9, 2016

The committee has been meeting weekly and representatives will be in attendance to give a brief presentation and answer any questions Council may have.

RAMSDELL THEATRE LEASE AGREEMENT

This Management and Lease Agreement (“Agreement”) made this _____ day of May 2016 by and between the **City of Manistee**, a Michigan municipal corporation, hereinafter referred to as the **City**, and the **Ramsdell Regional Center for the Arts**, a Michigan non-profit corporation, hereinafter referred to as the **RRCA**, collectively referred to as the “Parties.”

WITNESSETH:

WHEREAS, the City owns the historic Ramsdell Theatre (“Ramsdell”); and

WHEREAS, the City recognizes the significance of the Ramsdell to the community and as a catalyst for economic development and quality of life; and

WHEREAS, a significant amount of public and private resources have been invested to restore the Ramsdell and that investment needs to be preserved and protected; and

WHEREAS, the City desires to remove itself from the day-to-day management and operations of the Ramsdell and for the Ramsdell to become more self-sufficient financially, and

WHEREAS, a group of interested citizens has expressed a desire to operate the Ramsdell thru a non-profit corporation, and

WHEREAS the City and RRCA agree that such an arrangement would benefit the Ramsdell and greater community;

NOW, THEREFORE in consideration of the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. Term

The term of this contract shall begin on July 1, 2016 and end on June 30, 2017. If not terminated or modified pursuant to this Agreement, the Agreement will extend for additional one year terms at each anniversary date.

2. Rent

Rent for the facility shall be \$1 per year, payable by July 31 each year this Agreement is in effect.

3. Ownership

- a. The Ramsdell is and shall remain the property of the City, and any improvements to the Ramsdell by RRCA shall inure to the benefit of the City and Ramsdell.
- b. All fixtures and personal property within or attached to the Ramsdell shall remain the property of the City and Ramsdell, including any items purchased by RRCA for the repair and/or maintenance of such fixtures and personal property.

- c. Any items of personal property purchased by the RRCA for the primary benefit of the Ramsdell shall become the property of the City and Ramsdell.

4. RRCA Requirements

- a. The City shall have the right to appoint at least one voting member of the RRCA Board to serve as City representative.
- b. The RRCA shall maintain its status as an independent 501 (c) (3) charitable organization. It shall file all required reports, filings and documents State of Michigan, IRS and other agencies as required in a timely manner compliant with law.
- c. The RRCA shall conduct its corporate business in a manner compliant with the law, including accurate minutes of its proceedings. Minutes of the RRCA meetings shall be provided to the City after approval by the RRCA board.
- d. The RRCA shall be responsible for and preserve all records of the organization, including the earlier Ramsdell Theatre Restoration Project and Friends of the Ramsdell. Such records shall be kept at the Ramsdell and centrally organized and accessible.
- e. The RRCA shall maintain up-to-date Bylaws and shall provide a copy to the City any time they are amended or changed.
- f. The RRCA at all times will function as an independent contractor and will not be construed to be an agent or employee of the City.

5. Operations

- a. The RRCA will endeavor, per its mission, to optimize an irreplaceable regional center for cultural, educational, and social activities through programming excellence, fiscal stability, strong community partnerships, and committed volunteers.
- b. All of the undertakings of the RRCA that the RRCA is obligated to perform under the terms of this Agreement shall be judged by the reasonably prudent man rule, it being intended thereby that the RRCA be neither the guarantor nor insurer of the success of the operation of the Ramsdell.
- c. The RRCA shall be the sole and exclusive entity to supervise, control, manage, operate, program and rent the Ramsdell; and all of the personal property, equipment, and fixtures attendant to and associated with the use of the Ramsdell, consistent with this agreement and the RRCA mission.
- d. The RRCA shall apply sound administrative, accounting, budgeting, operational, sales, advertising, marketing and personnel practices.
- e. Access to the Ramsdell shall be controlled by the RRCA; however, the City, or its representative(s), shall have access at reasonable times and intervals. The City shall also

have use of the Ramsdell for meetings and events from time to time at no charge as long as it does not interfere with paid use of the space(s). Such use must be scheduled as far in advance as possible.

- f. The RRCA shall be responsible for the employment of, or contracting with, competent individuals to run, operate and maintain the Ramsdell, and shall supervise and monitor their performance.
- g. The RRCA shall be responsible for all utilities, including electricity, gas and water. Refuse collection and internet access is paid for by the City.
- h. The RRCA shall be responsible for the integrity and security of the Ramsdell to protect it and its contents from damage and loss. The RRCA shall attempt to secure the facility from theft and vandalism.
- i. The RRCA shall be responsible for the annual rent payment to the Methodist Church per a separate agreement between the Church and City that addressed a variety of issues, including use of the Church parking lot.
- j. The RRCA shall maintain a safety program to attempt to prevent injuries to visitors, performers and staff.
- k. The RRCA will prohibit and prevent any and all smoking in the Ramsdell.

6. Maintenance

- a. Day to day maintenance of the Ramsdell shall be the responsibility of the RRCA. This includes but is not limited to custodial cleaning, normal maintenance and repairs, incidental repairs caused by daily use, annual preventative maintenance and annual inspections.
- b. Maintenance of building systems including, but not limited to, heating, cooling, electrical, plumbing, sound and lighting shall be coordinated with and thru the City's Facility Manager and contractors of record.
- c. Major or extraordinary repairs or maintenance shall be the responsibility of the City. This is generally defined as any repair exceeding \$7,500 in cost.
- d. The City's Facility Manager will provide in-kind services as specified in the Agreement.

7. Financial

- a. The RRCA shall endeavor to produce sufficient revenues from a variety of sources, including but not limited to rentals, fees, sponsorships, fundraising and grants to permit it to be self-sustaining operationally. However, the past experience in Manistee and at other performing art centers in Michigan and elsewhere demonstrates that in all likelihood such revenue will not be sufficient to achieve full self-sufficiency.

- b. Recognizing this situation the City agrees it may, but is not required to, upon request and justification by RRCA, support the operation of the Ramsdell thru an annual appropriation. The City budget for FY 2017 anticipates a \$70,000 appropriation.
- c. The City's Administrative Services department will provide in-kind services as specified in the Agreement.
- d. The RCRA shall present an annual budget to the City for review by no later than January 31 of each year. The budget shall include a narrative explaining the budget and outlining the assumptions used. The budget shall also include any request for operational support from the City.
- e. The RRCA shall present an annual report to Council by no later than October 31 of each year detailing the activities of the past year, the economic condition as of the close of its past fiscal year including a fundraising update and a report of the activities planned for the Ramsdell for the upcoming year.
- f. Monthly financial statements for the RRCA will be prepared by the City and be included in the Council packets.
- g. All funds received by the RRCA or its agents or employees shall be deposited in an account designated by the City.

8. Debt

The existing debt incurred by the City for improvements to the Ramsdell shall remain the sole responsibility of the City.

9. Capital Expenditures

The RRCA shall make no major renovations or alterations to the structure or interior spaces of the Ramsdell without the prior written approval of the City. Any minor changes or alterations shall be, to the extent advisable, consistent with the historical design and atmosphere of the building. Such changes will also be consistent with continued personal safety of all persons using the Ramsdell.

10. City In-Kind Services

- a. The City's Administrative Services department shall provide all accounting, bookkeeping and financial reporting services for the RRCA, including but not limited to payroll, accounts payable, accounts receivable, deposits and annual audit.
- b. The City Facility Manager shall manage and coordinate all periodic or scheduled maintenance, capital projects, preventative maintenance and inspections.
- c. The City may provide other in-kind services upon request and approval by the City Manager.

11. Employees

- a. Current Ramsdell employees, including the Executive Director, shall remain City employees until December 31, 2016. At that time, if the RRCA desires to retain any or all of the employees, including the Executive Director, they shall become employees of the RRCA.
- b. From the effective date of this agreement until December 31, 2016, the services of the Ramsdell employees shall be assigned to the RRCA.
- c. The RRCA may employ staff of its choosing to fulfill its mission and obligations under this agreement.

12. Insurance

RRCA shall maintain at all times the following coverages with respect to this Agreement and its occupancy of the Ramsdell Theatre:

- a. Comprehensive General Liability Insurance covering bodily injury for \$300,000 each person; \$300,000 each occurrence and property damage for \$100,000 each occurrence;
- b. Comprehensive Automobile Liability (if applicable) covering bodily injury for \$300,000 each person and each accident and property damage for \$50,000 each occurrence;
- c. All other coverage required by Michigan statutes, including, but not limited to, Worker's Compensation Insurance in an amount not less than statutory minimum.

All such policies shall name the City as additional named insured. RRCA shall provide the City with evidence of such insurance upon City's request.

13. Termination

This Agreement may be terminated upon failure of either party to cure a material breach within thirty (30) days written notice thereof by the other party hereto. Further, either party to this Agreement may terminate it, with or without cause, upon ninety (90) days written notice to the other. Any termination pursuant to this section shall be completed without causing either party hereto to breach any contracts/agreements it has with third parties including, but not limited to, third persons renting the Ramsdell or groups scheduled to entertain at the Ramsdell.

14. Assignment

This Agreement may not be assigned or otherwise transferred in part or in whole without the written consent of the City.

15. Modifications

This Agreement constitutes the entire agreement between the parties. There are no understandings, agreements or representations, oral or written, regarding this Agreement except as specified or referenced herein. The terms of this Agreement shall not be waived, altered, modified, supplemented or amended, in any manner whatsoever, except by written instrument signed by both parties to this Agreement.

16. Severability and Interpretation Consistent With Law

This agreement is intended to comply with all applicable Michigan statutes relative to lease agreements. If any provision of this agreement is deemed by a court of competent jurisdiction to violate a Michigan statute, the violation is inadvertent. If a provision is found to be so violative, the provision will be considered void and severed from the lease and the balance of the lease will remain in full force and effect. Nothing contained in this lease will be construed as exculpating the City from liability for the City’s failure to perform or City’s negligent performance of a duty imposed by law. Also, nothing contained in this lease will be construed as releasing either party from a duty to mitigate or minimize the damages to the other party. This agreement will be interpreted according to the laws of the State of Michigan.

17. Compliance With Applicable Law

The RRCA shall comply with and assist in the enforcement of all federal, state and local laws, regulations and ordinances applicable to the work under this Agreement.

18. Non-Discrimination

RRCA agrees, that during the term of this Agreement, not to discriminate against any employee, applicant for employment, patron or potential user of the Ramsdell Theatre on the basis of race, color, religion, sex, or nation origin, and furthermore will include this statement in solicitations or advertisements for employees.

19. Review by Counsel

RRCA acknowledges that this agreement has been prepared by Mika Meyers PLC, attorneys at law, Manistee, Michigan, for and on behalf of the City of Manistee. RRCA, prior to executing this lease, has had the opportunity to have the lease examined and reviewed by counsel of its choosing.

20. Authority

The individuals signing this Agreement represent and warrant that they have the authority on behalf of their respective organization to sign the same.

21. Entire Agreement

This document includes all agreements of the parties as to the subject matter hereof and there are no other agreements, written or oral, relating thereto that are not incorporated into this agreement. This agreement may be modified only by written agreement of the parties.

In witness of the above, the parties cause this agreement to be executed.

Lessor:

CITY OF MANISTEE

Colleen Kenny, Mayor

Date: _____

Michelle Wright, City Clerk

Date: _____

Lessee:

Ramsdell Regional Center for the Arts

Sarah Helge, President

Date: _____

Drafted by:
Gockerman, Wilson, Saylor & Hesslin
A Mika Meyers Beckett & Jones, PLC law firm
BY: George V. Saylor, III (P37146)
Attorneys at Law
414 Water Street
Manistee, MI 49660
(231) 723-8333

The Ramsdell Regional Center for the Arts

SPRING 2016

The Vision

Our vision is to be a vibrant regional center for cultural arts, education, and community engagement.

The Mission

To optimize an irreplaceable regional center for cultural, educational, and social activities through programming excellence, fiscal stability, strong community partnerships, and committed volunteers.

The Values

Honor the Past/Look to the Future
Transparency
Inclusiveness
Continuous Improvement
High End Customer Service
Creativity
Fiscal Responsibility
Learning
Integrity

The Updated Story

The time has come for us to act upon the research, consultations, and feedback. If you are unfamiliar or unaware of the vast amount of studies and work done for the theater, please visit <http://manisteeemi.gov/377/Ramsdell-Planning-Resources>. These resources begin in the early nineties and continue through the last few years. The conclusion to separate the city from the operations of the Ramsdell Theater is being implemented. The Friends of the Ramsdell board is changing its name, mission, vision, and by-laws to become the governing body responsible for the operations of the theater building. The Ramsdell Regional Center for the Arts board is negotiating a contract with the city that separates operations and daily maintenance from city control. The city will service the debt for the building, subsidize (on a limited and declining basis) operations, provide services, and be represented on the board. The board will create a business model, business plan, and a budget based on the mission, vision, and goals outlined in the revised by-laws.

The Business Model

Operations for the Ramsdell will be a single, unified governance body [501c3] contracted with the city to operate and maintain the building. The Ramsdell board is evolving to be that governance body. The board structure will consist of working board members responsible for specific functions and operations performed by committee members (i.e. Fundraising). The business model includes the cooperative unification of operations and governance (including

budgets, etc.) of the MAI and the MCP organizations with the Ramsdell board operations and governance. The uniting of these organizations needs to be a win-win-win-win, evolving, symbiotic process with varying timelines for the various needs of all parties.

The Business Plan

The following is a sketch of an evolving business plan building on and defining the Ramsdell brand, which includes the rich history of the MCP and the unique services of the MAI.

Programming generates a percentage of gross revenue.

Included in this revenue stream are ticket sales generated by the MCP productions.

Marketing generates a percentage of gross revenue.

Included in this revenue stream are advertising dollars from booklets, etc.

Fundraising generates a large percentage of gross revenue.

Included in this revenue stream fundraising events, gifts, community engagement, etc.

The business plan contains a budget with a fiscal year aligned with the city, July 1 - June 30. The Ramsdell board will be responsible for the building expenses and generating revenue as of July 1st (or when deemed by the contract with the city). The city will continue to subsidize the Ramsdell at an annually diminishing amount. The difference will be offset by the success of the business plan. The additional revenues will be sought immediately in fundraising, soon in streamlining redundant services, and overtime in building the brand and expanding the market.

Transition/Merger

The Ramsdell Regional Center for the Arts board is forming to govern, operate, and manage the Ramsdell Theater as a unified organization under one 501c3, hoping to unite the MCP, MAI and the Ramsdell organizations. The MAI and MCP in modified forms will then operate within the Ramsdell board model under its governance. The MAI and the MCP are presented with some organizational decisions. The Ramsdell board respects the autonomy and great value of the MAI and MCP. The Ramsdell Theater board and committees need the experience and skills of past and current MAI/MCP board members and volunteers. **A unification of organizations would see great interaction of boards and committees as the Ramsdell Theater board builds its governance structure.**

If the MAI or the MCP organizations were to decide against unification with the Ramsdell Theater organization, the 2016 performance season will not be affected. The 2016 season will continue without change, though there may be changes with the box office and lessor. The Ramsdell Theater board needs to have the visual arts and civic players/community theater as part of the model, so if either organization decides against uniting, the Ramsdell Theater board will create these vital components itself. If the MAI or the MCP are stand-alone entities in the 2017 season, the opportunity to present at the Ramsdell Theater would be the same in rate and availability as other out of house presenters.

The Ramsdell Theater board is forming to optimize the hard work all of the volunteers that contribute to the arts at the Ramsdell. And, to fundraise, fundraise, fundraise.....

The devil is in the details... Please, gather your concerns, ideas, and what if's... The Ramsdell board has some looming deadlines. **The intentions of the MAI and MCP for unity or to remain separate are requested by June 24st, 2016.**

**BYLAWS OF
RAMSDELL REGIONAL CENTER
FOR THE ARTS**

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**BYLAWS OF
RAMSDELL REGIONAL CENTER
FOR THE ARTS**

ARTICLE 1 - Offices

1.1 Registered Office.

The registered office of the Ramsdell Regional Center for the Arts (“Ramsdell”) shall be 101 Maple St., Manistee, MI 49660 or at such other location as the Board of Directors may determine from time to time.

1.2 Other Offices.

The Corporation may have other offices as the Board of Directors may determine from time to time.

ARTICLE 2 - Purpose

2.1 Purposes.

The purposes for which the corporation is formed are as follows:

- To provide for the governance, stewardship, management and leadership of the Ramsdell and in so doing, to provide for the future of the Ramsdell
- To obtain funds through donations, grants, and any other available legal means for the purpose of supporting the restoration, operation, maintenance and endowment of the Ramsdell.
- To serve as the advisory committee for the Ramsdell Theatre Endowment Fund and other funds at the Manistee County Community Foundation.
- To acquire properties of all kinds, in any manner not prohibited by law or contrary to sound ethical standards, and to manage, administer and dispose of same for the benefit of the Ramsdell Theatre and Hall consonant with these purposes.
- To borrow money, and to issue notes, bonds, debentures, and other forms of obligations and to secure the same by note, mortgage, pledge or otherwise, except that it shall have no authority to bind the City of Manistee or mortgage or pledge property of the City of Manistee.
- To make, perform and carry out contracts and services of every kind and description pertaining to the purposes of this corporation, and for any lawful purposes necessary and expedient thereto with any person, firm,

association or corporation, and to perform all acts in addition to those expressly enumerated herein which are necessary in order to effectuate the objectives and purposes of this corporation.

ARTICLE 3 - Board of Directors

3.1 Functions.

The Corporation is a nonprofit directorship corporation, as defined in the Act. Except as specifically provided in the Corporation's Articles of Incorporation or these bylaws, all rights, powers, duties and responsibilities related to the management and control of the Corporation's property, activities and affairs are vested in the Board of Directors. In addition to the power and authority expressly conferred upon it by these bylaws and the Articles of Incorporation, the Board of Directors may take any lawful action on behalf of the Corporation which is not by law or by the Articles of Incorporation or by these bylaws required to be taken by some other party.

3.2 Number and Term.

The Board of Directors shall consist of not less than five and not more than thirteen directors who shall be elected or appointed at each annual meeting. To the extent reasonably feasible, terms will be staggered so that an equal number of director seats expire every year. In addition, honorary directors may be appointed in accordance with Section 3.3.

3.3 Honorary Directors.

The Board of Directors may select honorary directors as appropriate in recognition of outstanding contribution to the community and commitment to the purposes of the Corporation, or in recognition of an individual's special talents which could be drawn upon from time to time by the Corporation. Honorary directors shall not have voting privileges.

3.4 Removal.

The Board of Directors may remove any director, with or without cause, whenever believed to be in the best interest of the Corporation.

3.5 Vacancies.

Any vacancies occurring in the Board of Directors for any reason may, but need not, be filled by the Board of Directors. Any person appointed to fill a vacancy shall serve for the unexpired portion of the term.

3.6 Meetings.

3.6.1 Annual meetings.

Annual Meetings of the Board of Directors shall be held within three months of the close of the fiscal year of the Corporation, on a date and at a place and time as the Board of Directors shall determine, for the election of officers and for the transaction of any other business which may come before such meeting.

3.6.2 Regular Meetings.

In addition to the annual meeting, there shall be held regular meetings in accordance with a schedule at such times and places as the Board of Directors shall determine.

3.6.3 Special Meetings.

Special Meetings of the Board of Directors may be called by the Secretary of the Corporation upon the request of the President or not less than one-third of the directors.

3.6.4 Location of Meetings.

Meetings of the Board of Directors may be held at any place within or without the State of Michigan.

3.6.5 Quorum.

A majority of the directors shall constitute a quorum for the purposes of conducting business at any meeting of the Board of Directors.

3.6.6 Adjournment.

A majority of the directors present, whether or not a quorum, may adjourn any meeting to another time and place. Notice of such adjourned meeting shall be given even though the time and place thereof are announced at the meeting at which the adjournment is taken.

3.6.7 Unanimous Written Consent.

Any action required or permitted to be taken pursuant to authorized vote at any meeting of the Board of Directors or a committee thereof, may be taken without a meeting if, before or after the action, all members of the Board of Directors or the committee consent thereto in writing. Written consent shall be filed with the minutes of the proceeds of the Board of Directors or committee. Such consent shall have the same effect as the vote of the Board of Directors or committee for all purposes.

3.6.8 Telephonic Attendance.

A member of the Board of Directors or of a committee may participate in a meeting by means of conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this Section constitutes presence in person at the meeting.

3.6.9 Public Attendance.

The Board of Directors may invite members of the public to any Board or Committee Meeting, at its discretion..

3.7 Notice of Meetings.

3.7.1 Written Notice.

Written notice shall be given to the directors at least five but not more than sixty days prior to all regular meetings of the Board of Directors. Special meetings of the Board of Directors shall be held pursuant to notice of the time, place and purpose thereof either delivered personally, communicated by telephone, or sent by telegraph, mail or email to each director not less than one day prior to the meeting, and if by telephone, confirmed in writing. In addition, notice to the public is deemed adequate if it is posted on the west side of the Ramsdell building not less than seven days before it meets.

3.7.2 Waiver of Notice.

Notwithstanding the foregoing, no notice need be given to any director who submits a signed waiver of notice before or after a meeting, or who attends a meeting without protesting any lack of notice.

3.8 Resignation.

A director may resign by giving written notice to the Secretary of the Corporation. Unless otherwise specified in the resignation, the resignation shall take effect upon receipt, and the acceptance of the resignation shall not be necessary to make it effective.

3.9 Voting.

The vote of a majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors unless a greater vote is required by law, by the Articles of Incorporation or by these bylaws. Except for honorary directors (who shall have no vote) each director present shall have one vote. No director shall be entitled to vote by proxy.

3.10 Compensation of Directors.

The directors, as such, shall not be compensated for the performance of services for the Corporation, but may, by resolution of the Board of Directors, be reimbursed for expenses incurred on behalf of the Corporation.

ARTICLE 4 - Officers

4.1 Officers.

The officers of the Corporation shall be a President, Vice President, Secretary, and Treasurer, each of whom shall be chosen from among the Directors, and who shall be elected by the Board of Directors at each annual meeting. The Board of Directors may appoint such other officers as it deems advisable, who need not be directors and who shall have such authority and shall perform such duties as may be prescribed by the Board. Any two or more offices may be held by the same person, but an officer shall not execute, acknowledge or verify an instrument in more than one capacity. In addition to the powers set forth in these bylaws, the officers shall have such authority and shall perform such duties as may be determined by the Board of Directors.

4.2 Term of Office and Vacancy.

Each officer shall serve for a term of one year or until such officer's successor is elected. Any officer may serve consecutive terms. A vacancy in any office shall be filled by vote of the Board of Directors. A person elected to fill a vacancy shall serve for the balance of the unexpired term.

4.3 Removal.

Any officer may be removed at any time, with or without cause, by the vote of a majority of the Board of Directors.

4.4 Duties of Officers.

The duties of all officers shall be as set forth in these bylaws and as specifically established by the Board of Directors from time to time.

4.4.1 President.

The President shall preside at all meetings of the Board of Directors, shall act as the chief executive officer of the Corporation, and, subject to the direction of the Board of Directors, shall have general powers of supervision and management of the affairs of the Corporation. The President shall appoint, with the approval of the Board of Directors, the chairperson and members of all committees, and shall be an ex-officio member of all committees.

4.4.2 Vice President.

The Vice President shall serve in the place of the President when the President is absent. In such absences the Vice President shall perform the duties and possess and exercise the authority of the President.

4.4.3 Secretary.

The Secretary shall cause a record to be kept in permanent form of all meetings of the Board of Directors and shall send out notices of all membership and Board of Director meetings.

4.4.4 Treasurer.

The Treasurer will have general charge of the finances of the Corporation. When necessary and proper, he or she will endorse, on behalf of the Corporation, all checks, drafts, notes, and other obligations and evidences of the payment of money to the corporation or coming into his or her possession; will deposit the same, together with all other funds of the Corporation coming into his or her possession, in such bank(s) as may be selected by the Board of Directors. He or she will keep full and accurate account of all receipts and disbursements of the Corporation in books belonging to the Corporation, which will be open at all times to the inspection of the Board of Directors. He or she will

present to the Board of Directors at its annual meeting a report as Treasurer and will, from time to time, make such other reports to the Board of Directors as it may require.

4.5 Compensation.

The compensation of all agents, employees, officers, and representatives of the Corporation shall be fixed by the Board of Directors or in accordance with the method for such determination which is established by it.

ARTICLE 5 - Committees

5.1 Appointment of Committees.

The Board of Directors may designate one or more committees, each of which will consist of at least one committee chairperson and one or more committee members. The chairperson and members of the committee will be appointed by the Board of Directors. Each such committee may exercise all powers and authority delegated to it in the Board resolution establishing the committee, except as restricted by applicable law. Non-directors may serve on committees.

5.2 Reports of Committees.

The studies, findings, and recommendations of all committees will be reported to the Board of Directors for consideration and action, except as otherwise ordered by the Board of Directors. Committees may adopt such rules for the conduct of business as are appropriate and as are not inconsistent with these bylaws, the Articles of Incorporation, or state law.

ARTICLE 6 - Indemnification of Directors, Officers and Employees

6.1 Actions in the Best Interest of the Corporation.

The Corporation shall have power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Corporation) by reason of the fact that he or she is or was a director, officer, employee or agent of the Corporation or is or was serving at the request of the Corporation as a director, officer, partner, trustee, employee or agent of another foundation, corporation, business corporation, partnership, joint venture, trust or other enterprise,

whether for profit or not, against expenses (including attorneys' fees), judgments, penalties, fines and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the Corporation and, with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction or upon a plea of nolo contendere or its equivalent, shall not of itself create a presumption that the person did not act in good faith and in a manner which he or she reasonably believed to be in or not opposed to the best interest of the Corporation and, with respect to any criminal action or proceeding, had reasonable cause to believe that his or her conduct was unlawful.

6.2 Actions by or in Right of the Corporation.

The Corporation shall have the power to indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of the fact that he or she is or was a director, officer, employee or agent of the Corporation or is or was serving at the request of the Corporation as a director, officer, partner, trustee, employee, or agent of another foundation, corporation, business corporation, partnership, joint venture, trust or other enterprise, whether for profit or not, against expenses (including attorneys' fees) and amounts paid in settlement actually and reasonably incurred by him or her in connection with the defense or settlement of such action or suit if he or she acted in good faith and in a manner he or she reasonably believed to be in or not opposed to the best interests of the Corporation, except that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudged to be liable to the Corporation except to the extent that the Court in which such action or suit was brought, or another court of competent jurisdiction, shall determine upon application that indemnification is consistent with applicable law and any restrictions which may be contained in the Corporation's Articles of Incorporation or these Bylaws and that, despite the adjudication of liability and in view of all relevant circumstances, he or she is fairly and reasonably entitled to indemnification for such reasonable expenses incurred which the Court shall deem proper, whether or not he or she has met the applicable standard of conduct set forth in this Section 6.2.

6.3 Expenses.

To the extent that a director, officer, employee or agent of the Corporation has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in Sections 6.1 and 6.2 or in defense of any claim, issue or matter therein, he or she shall be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by him or her in connection therewith.

6.4 Determination of Indemnification.

Any indemnification under Sections 6.1 and 6.2 (unless ordered by a court) shall be made by the Corporation only as authorized in the specific case upon a determination that indemnification of the director, officer, employee or agent is proper in the circumstances because he or she has met the applicable standard of conduct set forth in Section 6.1 or 6.2 and upon an evaluation of the reasonableness of expenses and amounts paid in settlement. Such determination shall be made (i) by the Board of Directors by a majority vote of a quorum (as defined in Section 3.5.5 of these Bylaws) consisting of directors who are not parties to such action, suit or proceeding; (ii) if such quorum is not obtainable, by a majority vote of a committee duly designated by the Board (in which designation all Board members may participate) and consisting solely of two or more directors not at the time parties or threatened to be made parties to the action; or (iii) by independent legal counsel, in a written opinion, selected by the Board or its committee in the manner described in the foregoing clauses (i) or (ii) or, if a quorum under clause (i) cannot be obtained and a committee under clause (ii) cannot be designated, by the Board (in which action all Board members may participate). Notwithstanding the failure or refusal of the directors or counsel to make provision therefor, such indemnification shall be made if a court of competent jurisdiction has made a determination that the director, officer, employee or agent has a right to indemnification hereunder in any specific case upon the application of such director, officer, employer or agent.

6.5 Advancement of Expenses.

Expenses incurred in defending a civil or criminal action, suit or proceeding described in Section 6.1 or 6.2 may be paid by the Corporation in advance of the final disposition of such action, suit or proceeding as authorized by the Board of Directors in the specific case upon: (i) receipt of a written affirmation from the person seeking advancement of expenses of his or her good-faith belief that he or she has met the standard of conduct set forth in Section 6.1 or 6.2; (ii) receipt of an undertaking by or on behalf of such person to repay amounts advanced if it shall ultimately be determined that he or she did not meet such standard of conduct; and (iii) a determination that the facts then known to those making the determination would not preclude indemnification. Such determination shall be made in the manner specified in Section 6.4.

6.6 Insurance.

The Corporation shall have power to purchase and maintain insurance on behalf of any person who is or was a director, officer, employee or agent of the Corporation or is or was serving at the request of the Corporation as a director, officer, employee or agent of another foundation, corporation, partnership, joint venture, trust, or other enterprise, against any liability asserted against him or her or the Corporation and incurred by him or her or the Corporation in any such capacity, or arising out of his or her status as such,

whether or not the Corporation would have the power to implement the provisions of this Article.

ARTICLE 7 - Conflict of Interest

7.1 Statement of Policy.

It is the policy of the Corporation that all officers, directors, committee members and employees of the Corporation shall avoid any conflict between their own respective individual interests and the interests of the Corporation, in any and all actions taken by them on behalf of the Corporation in their respective capacities.

7.2 Dealing with the Corporation.

A contract or other transaction between the Corporation and one or more of its directors or officers, or between the Corporation and a domestic or foreign corporation, firm or association of any type or kind in which one or more of the Corporation's directors or officers are directors or officers, or are otherwise interested, shall not, because of the interest, or because such directors are present at the meeting of the Board of Directors or committee thereof at which such contract or transaction is acted upon or because their votes are counted for such purpose, be enjoined, set aside or give rise to an award of damages or other sanctions in a proceeding by a shareholder or by or in the right of the corporation, if any of the following conditions is satisfied:

7.2.1 Approval of Contract.

The contract or other transaction is fair and reasonable to the Corporation when it is authorized, approved or ratified; or

7.2.2 Full Disclosure.

The material facts of the contract or transaction and the director's or officer's interest are disclosed or known to the Board of Directors or committee thereof and the Board of Directors or committee thereof authorizes, approves or ratifies the contract or transaction by a vote of a majority of the directors or the committee members who had no interest in the contract or transaction, even though less than a quorum.

7.3 Procedure in Event of Potential Conflict of Interest.

In the event that any officer, director, committee member or employee of the Corporation shall have any direct or indirect interest in, or relationship with, any individual or organization which proposes to enter into any transaction with the Corporation, such officer, director, committee member or employee shall give the Board of Directors notice of such interest or relationship and shall thereafter refrain from voting or otherwise attempting to exert any influence on the Corporation, its Board of Directors, or its committees, to affect its decision to participate or not to participate in such transaction.

ARTICLE 8 - Annual Audits and Fiscal Year

8.1 Annual Audits.

There shall be an annual audit of the financial statements of the Corporation.

8.2 Fiscal Year.

The fiscal year of the Corporation shall be July 1 to June 30.

ARTICLE 9 - Miscellaneous Provisions

9.1 Expenditure Approval.

The Board of Directors shall designate officers to approve expenses and sign checks, drafts, or other obligations for the payment of money.

9.2 Borrowing.

No loans and no renewals of any loans shall be contracted on behalf of the Corporation except when specifically authorized by the Board of Directors. The authority contained in this Section shall be express and confined to specific instances.

9.3 Method of Giving Notices.

Any notice required by statute or by these bylaws to be given to the directors, or to any officers of the Corporation, unless otherwise provided herein or in any statute, shall be given by mailing to such member, director or officer at such member's, director's or officer's last address as appears on the records of the Corporation, or by email to such member, director or officer at such individuals last know email address and recorded in the records of the Corporation, and such notice shall be deemed to have been given at the time of such mailing or emailing.

9.4 Corporate Seal.

The Board of Directors may prescribe a suitable seal for the Corporation. If a seal is prescribed, it may be used by causing it or a facsimile to be affixed, impressed or reproduced in any other manner.

9.5 Amendments.

These bylaws may be altered or amended by the affirmative vote of a majority of the then serving Directors at any time.

9.6 Additional Rules.

The Board of Directors may adopt additional rules and procedures for the conduct of their meetings, and additional rules and regulations for the conduct of the affairs of the Corporation, provided that no such additional rule shall be inconsistent with the Articles of Incorporation or these bylaws.

Ramsdell Regional Center for the Arts

Board of Directors Biographies

Ed Bradford

Ed holds a BA in Finance from Michigan State University and an MBA from the University of Oregon. After spending time in Chicago working in the commodity markets. Ed and his wife Jennifer moved back to Manistee County. He worked for a number of years for the world's premier dried fruit manufacturer, Graceland Fruit, during a period of rapid growth and expansion. In 2016, he joined the Graceland Board of Directors. Ed is currently the Chief Financial Officer for the City of Manistee.

Ed has served on a number of non-profit and community boards including the Grand Traverse Regional Land Conservancy for 11 years, serving as Vice-Chair. While with the GTRLC, the organization completed one of the largest conservation deals in the United States, the Arcadia Dunes and Farmland preservation project. Other boards Ed has been involved with include the Michigan Government Finance Officer's Association, Onekama Township Planning Commission, Bear Lake Highlands golf course, Portage Lake Yacht Club and Portage Lake Association.

Chuck Dillon

Chuck Dillon has been a Manistee resident for more than 16 years. He is married and has two daughters. Chuck has an engineering degree from General Motors Institute (Flint, Michigan) and a law degree from The Ohio State University. He served as president of West Shore Community College for 16 years. Currently he is serving as the principal of Trinity Lutheran School. In addition Chuck is a court-appointed mediator and is co-leading an effort to provide restorative justice services for local schools and the courts. Chuck has been an actor on the Ramsdell stage many times.

Nancy Ferguson

Nancy Ferguson has had a long relationship with the Ramsdell and the Civic Players. She met her husband on stage and married into a family with three generations of Ramsdell affiliations going back to the 1950s. She has performed, directed, written plays, and taught classes for the Civic Players and served on their board of directors. In 1990, she resurrected a dormant theatre program at Manistee HS and went on to create a thriving program including multiple classes and productions. She also assisted with the design of the auditorium in the new high school and served as its first facility manager. Nancy has a BFA in Theatre Arts.

Al Frye

Al has over 35 years of business management experience in the hospitality industry, having managed a 500 seat restaurant with 8 million dollars of yearly sales and a staff of 150. He also owned his own restaurant outside of his home town of Washington, D.C. Since arriving in Manistee Al has worked as the C.O.O. and Member of the Board of The Manistee Community Kitchen and its Iron Works Café project. He currently sits on the Board of Directors of Northern Michigan Recovery Residences, the DDA of Filer Township and the Executive Committee of the Manistee County Democratic Party.

Wm Hattendorf

Bill is a local artist and former educator here in Manistee County. Moving from the Chicago area in the mid-nineties, he worked on River Street at the Lloyd Henry building, opening a coffee house in Shari Wilde's art gallery. After attending both WSCC and CMU, Bill received a Michigan teaching certificate in K-12 Art and 6-12 History with his BS Ed. Luckily, KND School District on the east side of the county was looking for an Elementary art teacher. Four wonderfully fun years later the shrinking began, and he was made redundant. Inspired by teaching, he turned his focus back to making art, with a fifteen week detour as the sub at Manistee HS art department for Mrs. Erble. Since that time, Bill has been making art, serving at table, and care taking his folks. He has served on the MAI board, and he has worked on many sets for the MCP. There are several art pieces in Manistee County by Bill — The Monarch Butterfly in the garden at the west end of River Street, the restored reliefs in the Hardy Hall entrance of the Ramsdell, the mosaic Walleye bench in the Bearlake school and The Rock Bass Petoskey fish at the Glenwood Restaurant.

Sarah Helge

After earning a BA from Alma College in English and French and over 30 hours of graduate work in English education at MSU, Sarah Helge enjoyed a career as an educator teaching English and French. She also spent five years building the choir program at Manistee Middle School and High School while managing the auditorium and directing musicals and plays. She is a musician and holds the position of choir director at First Congregational Church in Manistee. A successful event planner and fund-raiser, Sarah works with many different volunteer groups. Sarah also founded and produced the St. Cecilia concert series in Manistee which ran from 2002 until 2008.

David T. Mix

David Mix spent the majority of his working career in corporate and non-profit management positions, responsible for the organizations' marketing, community relations, stockholder relations, meetings and events and fund-raising initiatives.

For eighteen-years David served in the sales division at Amway corporate headquarters in Ada, Michigan as both a Regional Sales Manager and then as Manager of Corporate Meetings & Programs. Additional tenures followed with Grand Rapids based Aquinas College as Director of Business/Corporate Relations,

the Michigan Marketing Manager for Nextel Communications, and Metron Integrated Health Systems as Director of Marketing, Community Relations and Public Relations.

Mix has served on the boards of numerous local and statewide nonprofit organizations, including those in the areas of the arts, education and community-support. His current Board participations include serving as Secretary on the Board of *Creative Many Michigan* (formerly *ArtServe Michigan*), a state wide arts advocacy organization; the Board of *Broadway Grand Rapids*; as Secretary of the Board of the *Historic Vogue Theatre of Manistee* (Michigan); on the Board of the *Manistee County Community Foundation*, and on the Board of the historic Manistee *Ramsdell Theatre*.

Jackie Karnisz

Ramsdell Regional Center for the Arts

Budget Narrative

The projected budgets Ramsdell Regional Center of the Arts (RRCA) for 2017 thru 2020 are based on the following assumptions:

Fundraising builds to \$50,000 as city appropriations are decreased. A fundraising gala event is scheduled for October. The RRCA is fully committed to fundraising to assure adequate resources are available to achieve the organization's mission

Potential grants include program support from Midwest Arts and the Michigan Humanities Council. MCACA operational grants require evidence of unrestricted revenue of \$10,000 three years in a row. The RRCA is eligible for project grants from MCACA prior to the three year requirement.

The projected budget assumes the Manistee Civic Players and Manistee Arts Institute operations are merged with the new management structure of the RRCA. If either organization decides not to participate, additional expenses will be incurred to support delivery of services (hangers for displaying art work as example). Revenues may also be impacted as new programs are started from scratch.

The Community Theatre revenue and expense budget line are based Manistee Civic Players 2015 990 form. All ticket revenues, advertising income and fund raising dollars are included in revenue (\$121,423). All expenses including salaries and production expenses are included in the expense line. It is anticipated that these dollar amounts will migrate to appropriate accounts (i.e., employee expenses)

Revenues and expenses for Exhibits is based on the Manistee Institute of Arts current rent of \$2400, the assumption is that \$2400 represents 30% of total revenue for the MAI (or \$8,000).

Revenues and expenses for Classes and Workshops is based on current rent paid by Ingrid Bond and Annette Jurcevic. It is anticipated that these services will be offered through RRCA and that instructors will be paid for their services. Currently, Ingrid and Annette are renting as for-profit entities. The RRCA business model anticipates increased offerings; revenues are projected to increase 50% for the next couple of years. Expenses represent a 70% cost of providing services, with 30% of revenue contributing to overall operations.

Presenting revenues and expenses are based offering 5 to 7 performances per season generating a net income of 5%, an industry wide benchmark for successful non-profit presenting.

Rental income for Theatre, Hardy Hall and Ballroom are based on historical use and is limited by internal programming and market demand.

Concession income is based on offering the service at 40 events, 30 sales per event with an average purchase of \$5. Expenses are assumed to be 50% of revenue.

Ramdsell Regional Center for the Arts

Budget Projections

2016-2020

Revenues	2016		2017	2018	2019	2020
	Budget	Projected				
Sales - Community Theatre	18,690	13,000	121,423	127,494	133,869	140,562
Sales Exhibits	2,400	2,400	8,000	8,400	8,820	9,261
Sales Workshops and Classes	1,350	1,350	4,500	4,725	4,961	5,209
Sales - Movies\Opera	6,653	5,900	5,520	5,796	6,086	6,390
Sales - Presenting	31,875	30,000	30,000	31,500	33,075	34,729
Sales - Concessions	0	0	6,000	6,300	6,615	6,946
Advertising/Sponsorships	0	0	5,000	5,250	5,513	5,788
Rental Income - Ballroom	27,000	17,000	19,500	20,475	21,499	22,574
Rental Income - Theatre	4,700	4,800	7,000	7,350	7,718	8,103
Rental Income - Hardy Hall	1,600	1,500	1,750	1,838	1,929	2,026
Interest Income	50	30	50	50	50	50
Other Revenue	0	2,000	0	0	0	0
Total Earned Revenue	\$94,318	\$77,980	\$208,743	\$219,178	\$230,134	\$241,638
State Grants	0	0	0	3,000	6,000	20,000
Local Grants	0	0	2,500	3,500	4,250	5,000
Contributions\Donations	10,000	10,000	30,000	40,000	50,000	50,000
City Appropriation	90,000	71,301	70,000	65,000	60,000	50,000
Total Contributed Income	\$100,000	\$81,301	\$102,500	\$111,500	\$120,250	\$125,000
Total Revenue	\$194,318	\$159,281	\$311,243	\$330,678	\$350,384	\$366,638

Expenses	2016		2017	2018	2019	2020
	Budget	Projected				
Salaries	\$47,777	\$47,777	\$49,383	\$51,600	\$53,900	\$56,300
Overtime	0	\$0	\$0	\$0	\$0	\$0
Part-Time	13,580	\$13,580	\$14,100	\$13,900	\$14,100	\$14,300
Costs - Social Security	3,804	\$3,800	\$3,936	\$4,060	\$4,220	\$4,380
Costs - Medicare	890	\$900	\$921	\$950	\$990	\$1,020
Costs - Retirement	0	\$2,500	\$5,000	\$5,600	\$6,500	\$7,500
Costs - MERS	4,357	\$2,500	\$0	\$0	\$0	\$0
Costs - SUTA	137	\$140	\$137	\$140	\$140	\$140
Costs - Work Comp	2,158	\$2,160	\$666	\$680	\$690	\$700
Costs - Health Insurance	9,548	\$9,500	\$9,894	\$10,400	\$10,700	\$11,000
Costs - Life Insurance	113	\$110	\$113	\$110	\$110	\$110
Costs - HSA\HRA	3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Costs - Dental Insurance	720	\$720	\$699	\$710	\$720	\$730
Costs - Vision\Ancillary	354	\$350	\$354	\$360	\$370	\$380
Employee Costs	\$86,438	\$87,037	\$88,202	\$91,510	\$95,440	\$99,560

Expenses (continued)	2016		2017	2018	2019	2020
	Budget	Projected				

Office\Operating Expense	10,000	4,500	8,000	8,160	8,323	8,490
Community Theatre	0	0	106,612	111,943	117,540	123,417
Exhibits	0	0	5,600	5,880	6,174	6,483
Workshops and Classes	0	0	3,150	3,308	3,473	3,647
Concession Expense	0	0	3,000	3,150	3,308	3,473
Movie\Opera Expense	4,090	5,499	5,500	5,100	5,202	5,306
Presenting Expense	28,381	28,200	28,500	29,925	31,421	32,992
Professional Services	8,500	11,100	8,500	8,670	8,843	9,020
Insurance	2,000	4,199	4,200	5,100	5,202	5,306
Contractual Repairs & Maint	18,000	10,000	13,000	13,260	13,525	13,796
Phone	600	2,160	2,000	2,040	2,081	2,122
Travel & Training	1,000	1,350	1,000	1,020	1,040	1,061
Memberships & Dues	485	425	425	434	442	451
Marketing Expense	5,000	3,000	2,500	2,550	2,601	2,653
Printing/Publishing	2,000	500	500	510	520	531
Postage	2,000	0	0	0	0	0
Gas	14,000	12,000	14,000	14,280	14,566	14,857
Water	480	560	600	612	624	637
Electric	15,000	14,000	15,000	15,300	15,606	15,918
Repairs & Maint	10,000	12,000	23,000	10,200	10,404	10,612
Rent	0	1,000	1,000	1,020	1,040	1,061
Capital Outlay - under \$5,000	5,000	0	0	0	0	0
Operating Costs	\$126,536	\$110,492	\$246,087	\$242,461	\$251,937	\$261,834
TOTAL OPERATING EXPENSES	\$212,975	\$197,529	\$334,289	\$333,971	\$347,377	\$361,394

	2016		2017	2018	2019	2020
	Budget	Projected	Budget	Budget	Budget	Budget
NET INCOME/(LOSS)	(\$18,657)	(\$38,248)	(\$23,046)	(\$3,293)	\$3,007	\$5,244
Beginning Cash	\$97,444	\$97,444	\$59,196	\$36,150	\$32,857	\$35,864
Ending Cash	\$59,796	\$59,196	\$36,150	\$32,857	\$35,864	\$41,108

Presentation to the Manistee City Council

March 9, 2016

Who are we?

We are a “working group” of volunteers who represent our community and who have a deep interest in the Ramsdell, the arts, and the future of both. We were formed with the blessings and assistance of the City staff.

Why are we here tonight?

We have thoroughly reviewed the long history of studies, white papers, and planning documents regarding the future of the Ramsdell. Much of this work is well done and thoughtful. We believe, however, that enough “studying” has been done and that it is time to act. We are here tonight to present our view of the best business model for the future of the Ramsdell, as well as the broad outlines of an operational business plan. We are prepared, with the consent of City Council, to continue moving forward toward the creation of a new operational Board and the implementation of an operational business plan.

What will this mean for the City's future budget planning?

The City's budget for the current year (7/1/15 – 6/30/16) includes a \$90,000 allocation for Ramsdell operations. In addition the City has continuing debt service for two previous construction projects. We recognize (and we hope that the Council members recognize) that performing arts and related art venues in “small-town America” are rarely self-sustaining. Yet, the presence of a beautiful and historically significant facility like the Ramsdell makes a city more liveable, loveable, and memorable. When such a facility is operated at a high level and becomes the cultural hub of a community, it has obvious cultural value to a community. But is also has economic value when it draws customers from out of town who then utilize local restaurants and hotels.

Our goal is to increase the traffic, breadth of activity, and the impact of the Ramsdell and, in so doing, to reduce the financial burden on the City. As we move forward and learn more, we will present, as part of any future management agreement, a detailed proposed operating budget for the Ramsdell that will include a continuing commitment from the City. We are committed to reducing the level of the City's financial commitment over time.

What do we seek from Council this evening?

Again we seek your consent – in effect, your blessings – so that as we – volunteers who want our investment of time and energy to be productive – can continue working with the knowledge that Council is in agreement with the operational business plan that we propose and the direction in which we are headed.

What is the “business model” which we are proposing?

We are proposing that the day-to-day operations of the Ramsdell property be under the management and control of a single, separate non-profit corporation. We have a handout that displays the makeup and committee structure of the new Board, as well as the related roles of the facilities manager, the City

of Manistee, and the Manistee County Community Foundation.

We are proposing that the City and the Board would enter into a long-term contract for the management and operation of the Ramsdell property and that any employees directly involved in the management of the Ramsdell would be employees of the Board.

In effect, we are advocating for a single Board to manage the box office and all activities on or concerning the Ramsdell property. This would mean, for example, that there would be a single voice for an aggressive fund raising campaign for the Ramsdell. The new Board will make every effort to partner with existing groups, especially those who are historically significant. Through these partnerships, all regularly scheduled events or activities will be either sponsored or co-sponsored by the Ramsdell (the Board, that is). In this way there will be a financial incentive for the Board to assure that all events and activities are successful. Over time this will lead to improved quality of events and to a more market-driven decision-making model.

What is the outline of the plan which we are developing?

The outline of our business plan **is attached**. Again it establishes a direction and we hope that Council will review and approve the business plan and ask us to continue our work, so that together we can change and improve the financial, social, and cultural future of the Ramsdell. If you do so, we will create the new Board structure within an existing non-profit corporation.

THE PLAN

Goal #1 – Adopt a new business model – The Ramsdell – which creates a new and stronger governance body that is ready, willing and able to address the critical issues facing the Ramsdell

- Create a new non-profit corporation or amend the purpose of an existing corporation, but in either case, create a new Board comprised of individuals committed to the future of the Ramsdell, the needs of the City, the interests of the broader community, and artistic success.
- Attract the very best people available to serve on the new Board
- Build on existing relationships and explore new ones that serve the broader interests
- Implement the one voice, one sponsor, one Ramsdell model and enter into a management agreement with the City

Goal #2 – Improve the financial viability of the Ramsdell

- Develop policies and a committee structure within the Board that gives committee members clear direction
- Seek grants that support operations and capital needs
- Work with existing groups to establish revenue-sharing agreements and to share volunteer and donor lists
- Launch a new fund raising campaign that makes clear the needs of a unified Ramsdell as well as the limitations of City support
- Garner corporate and individual sponsors on both an annual and an episodic basis
- Reduce the amount of City financial support
- Explore long-term partnerships with other like facilities

Goal #3 – Establish a practice of high-end customer service and continuous improvement

- Identify, recruit and **train** highly qualified and committed staff, volunteers, and contracted help that accept responsibility and own the culture and the artistic quality of services
- Work with groups to assure consistently high artistic quality
- Create a unified box office

Goal #4 – Develop marketing and branding materials that reflect a unified Ramsdell

- Create the new marketing approach for a unified Ramsdell – how we will tell our story and how we will make it look and sound
- Improve the quality and function of our web page
- Use all social media (particularly Facebook) to market the facility and its programming
- Promote facility rentals for weddings, meetings, and special events

Goal #5 – Change the community perception of the Ramsdell

- Create many more opportunities for community members to connect with the Ramsdell through free tours, educational programs with our local schools, and programming that better reflects community needs and interest
- Become more effective in telling our story to the community



VETERANS OF FOREIGN WARS OF THE U.S.
WALSH POST NO. 4499
1211 E 28th St
Manistee, Michigan 49660



Mayor Elect. Colleen Kenney
Members of City Council

BUDDY POPPY CAMPAIGN

May 08/ 2016

We the members of V.F.W. Walsh Post 4499 are again requesting permission to have our "Buddy Poppy" days the first week of July 2016. We specifically want to be at various locations from July 1st through July 4th with their permission of course, but would also like to work the Parade and some of the Forest Festival events as well. We hope to campaign at (K-Mart, Wesco, Family Fare, Oleson's and Walgreens). The new Meijer Store will not allow campaigning on property but will accept a Donation Request for consideration. The money collected from this event goes to our veteran's relief fund and back to needy veterans in our community. Thank You for Your Support in the Past. If you have any questions, please contact me.

Post Commander:

Donald Vadeboncoeur Jr.

A handwritten signature in black ink that reads "Donald Vadeboncoeur Jr." in a cursive style.

V.F.W. Walsh Post 4499

1211 E. 28th St.

Manistee, Mi. 49660 ph. 723-9220

Donald Vadeboncoeur Jr.

164 East Piney Rd.

Manistee, Mi. 49660 ph.398-0538 cell 231-233-8813