



AGENDA
CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING
Monday, August 21, 2017- 7:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
 - A. Jim Bartlett
Bo Boss, Mt. McSaubia Manager
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - August 7, 2017
 - B. City Council Special Meeting Minutes - August 15, 2017
 - C. Accounts Payable and Payroll Check Registers
 - D. PA 152 Annual Exemption for 2017-18 Medical Benefit Plan Coverage Year
- 6. Public Hearings and Actions Requiring Public Hearings**
- 7. All Other Actions and Requests**
 - A. Pegasus Wind PPC
Don Swem, Electric Superintendent
 - B. Sale of Property: 1522 Bridge Street
Mark L. Heydlauff, City Manager
 - C. Set Public Hearing - Historic District Commission Ordinance
Mark L. Heydlauff, City Manager
 - D. Pillars for Brookside Cemetery Entrance
Mark L. Heydlauff, City Manager
 - E. Airport Advisory Committee Appointment
Joyce M. Golding, City Clerk
- 8. Reports and Communications**
 - A. Public Comment
 - B. City Manager Comments

C. Mayor and Council Comments

9. Other Council Business

A. Closed Session: City Manager Performance Review

10. Adjourn

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one weeks' notice to the City of Charlevoix. Individuals with disabilities requiring auxiliary aids or services should contact the City of Charlevoix Clerk's Office in writing or calling the following: City Clerk, 210 State Street, Charlevoix, MI 49720 (231) 547-3250.

CHARLEVOIX CITY COUNCIL

Presentations

TITLE: Jim Bartlett

DATE: August 21, 2017

PRESENTED BY: Bo Boss, Mt. McSaubia Manager

BACKGROUND:

Jim Bartlett has retired as General Manager of Nubs Nob in Harbor Springs. Mr. Bartlett has been a long-time supporter of our work at Mount McSaubia and we would like to acknowledge his contribution to the children of Charlevoix.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Council Meeting Minutes - August 7, 2017

DATE: August 21, 2017

ATTACHMENTS:

- ▣ City Council Meeting Minutes - August 7, 2017

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, August 7, 2017 – 7:00 p.m.
Council Chambers, 210 State Street, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Luther Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Councilmembers Shane Cole, Shirley Gibson, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: None
City Manager: Mark Heydlauff
City Clerk: Joyce Golding

3. Presentations

4. Inquiry Regarding Conflicts of Interest

Mayor Kurtz disclosed that he owned a downtown apartment for personal use that he occasionally rents, but he did not feel that this was a conflict.

Motion by Councilmember Gibson, second by Councilmember Oleksy, that Mr. Kurtz recuse himself on the agenda item Short Term Rentals.

Yeas: Perron, Gibson, Oleksy
Nays: Kalbfell, Cole, Hagen
Motion failed.

5. Consent Agenda

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. City Council Meeting Minutes – July 3, 2017 Regular Meeting
- B. City Council Meeting Minutes – July 31, 2017 Special Meeting
- C. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – July 24, 2017
 - b. Regular Accounts Payable Check Register – August 8, 2017
 - c. ACH Payments – July 17, 2017 to July 31, 2017
 - d. Payroll Check Register – July 28, 2017
 - e. Payroll Transmittal – July 28, 2017
 - f. Tax Disbursement – August 8, 2017
- D. 2017 MERS Annual Conference Officer Delegate – Andrew Whitley, employee delegate; Elizabeth Anderson, alternate
- E. 2017 Michigan Municipal League Delegate – City Manager Heydlauff

Motion by Councilmember Hagen, second by Councilmember Kalbfell, to approve the Consent Agenda.

Yeas: Kalbfell, Perron, Cole, Gibson, Oleksy, Hagen
Nays: None

6. Public Hearings & Actions Requiring Public Hearings

7. All Other Actions & Requests

A. Hampton Village Street Improvement

DPW Superintendent Elliott stated that we are currently working on the 2017 infrastructure projects, which include complete utility upgrades as well as repaving a number of streets. He explained the scope of the proposed Hampton Village Street plan and stated that it was Staff's recommendation to amend the Reith-Riley contract in order to complete the Hampton project, increasing the contract amount by \$95,096.69. This project will use up the money derived from the 2016 Infrastructure Improvement Bonds and money set aside in the 2017/2018 Operating Budget for street improvements.

Mayor Kurtz opened the item to public comment. There was no comment and the item was closed.

Motion by Councilmember Cole, second by Councilmember Oleksy, to approve change order #1, in the amount of \$95,096.69, and add this work to MDC's existing contract.

Yeas: Kalbfell, Perron, Gibson, Cole, Oleksy, Hagen
Nays: None

B. Short Term Rental Options and Senate Bill 329

Staff Planner Lucas stated that the Rental Regulations Subcommittee developed a draft short-term rental ordinance for City Council's review and discussion. As currently written, the draft ordinance would:

- Require registration of properties that are rented two or more weeks per year providing basic information about the unit
- Require a "good neighbor guide" and compliance with relevant City codes

She noted that the goal of the ordinance was to require property owners to register their homes, not to regulate them. Staff Planner Lucas will clarify rooms over garages and a remediation process for easily corrected issues.

Mayor Kurtz opened the item to public comment.

RJ Waddell, Planning Commission, explained that there would not be an inspection with the registration but, only with complaints from a renter. Sherm Chamberlain, Planning Commission, added that the applicable building code for a home would be the one in effect when it was built or remodeled.

Linda Sawyer felt that the Planning Commission should focus on long-term rentals which create a blight problem and questioned when long-term rentals would be addressed.

Ed Mann explained that rentals in Grand Rapids were inspected every four years and he felt that this would be a good policy for all rentals in the City.

Bob Timms felt the ordinance was another layer of bureaucracy and was not in favor.

The item was closed to the public.

Council concurred that the Planning Commission should continue the ordinance introduction process.

Staff Planner Lucas then discussed legislation that is currently proposed in the Michigan State Senate that would restrict the ability of local governments to regulate short-term rentals. The Planning Commission directed Staff to prepare a letter for consideration by Council to send to state senators and representatives expressing their position against the bill.

Mayor Kurtz opened the item to public comment.

Dave Gudritz, 204 Alice, questioned how rental regulations would be managed.

The item was closed to the public.

Motion by Councilmember Perron, second by Councilmember Hagen, to approve the [draft] letter from the Planning Commission concerning Bill 329 and to direct Staff to send the letter to the appropriate Senators and Representatives.

Yeas: Kalbfell, Perron, Gibson, Cole, Oleksy, Hagen

Nays: None

8. **Reports & Communications**

A. Public Comments

Beth Egler commented on dangerous jumping at Michigan Beach, a buoy that drifted, and she suggested more trash barrels on the beach, as well as installing a drain near the steps to avoid washouts.

Robert Taylor, 103 Maranatha, wanted to set the record straight regarding continuous complaints about campfires in his backyard. He stated that he is a good neighbor and respectful of those around him when having a fire. He suggested that this problem was an enforcement issue and doesn't warrant a change to the nuisance ordinance.

Ed Mann, Smoke on the Water, felt the City's temporary signage at Van Pelt Alley and the Trademark Building was unfair.

B. City Manager Comments

City Manager Heydlauff reported on the following:

- Park preservation ballot language submitted to the Governor for approval was rejected as written; the City Attorney will redraft language upon the recommendation of the Assistant Attorney General
- Carbon monoxide detectors are being installed in City police cruisers
- August 17th is the second Sustainable Built Environment Initiative visioning session at the Library
- Chamber microphones are being reviewed

C. Mayor & Council Comments

Councilmember Oleksy commented that Olesons' business suffered during the Venetian street closure and he questioned what the plan was for next year. It was noted that the closure was being evaluated and City Manager Heydlauff responded that nothing was set in stone.

9. Other Council Business

9. Closed Session: City Manager Performance Review

Motion by Councilmember Kalbfell, second by Councilmember Perron, to enter Closed Session [for the purpose of conducting a performance evaluation at the request of the employee MCL 15.268 Section 8(a).]

Yeas: Kalbfell, Perron, Gibson, Cole, Oleksy, Hagen

Nays: None

Council moved into Closed Session at 7:57 p.m. Council resumed Open Session at 9:32 p.m.

Motion by Councilmember Cole, second by Councilmember Gibson, to extend the City Manager's employment contract by one year [effective July 27, 2017.]

Yeas: Kalbfell, Perron, Gibson, Cole, Oleksy, Hagen

Nays: None

10. Adjourn

The Mayor adjourned the meeting at 9:34 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Special Accounts Payable – 07/24/2017			
AT&T	2,722.94	HOLIDAY COMPANIES	4,969.45
AT&T LONG DISTANCE	89.17	METLIFE SMALL BUSINESS CENTER	739.57
AT&T MOBILITY	90.33	PRIORITY HEALTH	39,032.49
CHARLEVOIX STATE BANK	6,397.70	VERIZON WIRELESS	56.72
CHARTER COMMUNICATIONS	816.51	VISION SERVICE PLAN	512.74
DELTA DENTAL	3,643.24		
GREAT LAKES ENERGY	191.92	TOTAL	59,262.78
Regular Accounts Payable – 08/08/2017			
1400 BRIDGE STREET LLC	535.29	CHARLEVOIX TOWNSHIP	15.23
a5 Branding & Design	5,250.00	CINTAS CORPORATION	124.76
ACCESS LOCKSMITHING INC	75.00	CINTAS CORPORATION #729	243.71
ADVANCED BUILDING	490.00	CITY OF CHARLEVOIX - UTILITIES	34,095.42
ADVANCED PAVEMENT MARKING LLC	1,542.00	CIVIC SYSTEMS	210.00
AIRGAS USA LLC	66.30	COOK FAMILY FARMS	192.00
AIS CONSTRUCTION EQUIPMENT	4,518.00	CRYSTAL FLASH ENERGY	798.51
ALL-PHASE ELECTRIC SUPPLY CO.	435.50	CURREY FARMS LLC	92.00
ALTEC INDUSTRIES INC	737.27	CWIK, ADOLPH	25.00
AMERICAN WASTE INC.	257.46	DCASSESSING SERVICES	4,371.08
ARCADIA BENEFITS GROUP INC	25.00	DELL MARKETING L P	713.90
ASPEN WIRELESS	3,210.00	DeROSIA, PATRICIA E.	50.00
AVFUEL CORPORATION	96,802.39	DERRER OIL & PROPANE CO	542.85
BAKER COLLEGE OF CADILLAC	35.00	DHASELEER, CARL	214.00
BALL, MATTHEW	75.00	DOAN, GERARD P.	50.00
BEAR EARTH HERBALS	10.00	DORNBOS SIGN INC.	7,628.96
BEIJO DE CHOCOLAT LLC	80.00	DOTSON, LINDSEY J.	50.00
BELL EQUIPMENT COMPANY	811.43	EAST JORDAN COMMUNITY POOL	50.00
BERLAGE, JIM	30.00	ECONO SIGNS LLC	123.00
BLACK PEARL PLATINUM BRAND	40.00	EJ USA INC.	1,681.64
BLARNEY CASTLE OIL CO	822.09	ELLIOTT, PATRICK M.	203.84
BOSS, KEN	33.89	ELLSWORTH FARMER'S EXCHANGE	375.60
BRADFORD'S	48.75	EMERGENCY MEDICAL PRODUCTS INC	405.39
CCI SOUTH LLC	26.25	EMMET BRICK & BLOCK	71.53
CELEBRATE ME HOME	10,000.00	EVANS, HAL	50.00
CENTRAL DRUG STORE	51.85	FARMER WHITE'S	407.00
CHAPDELAINE, EMILY	50.00	FASTENAL COMPANY	310.92
CHARLEVOIX COMMUNITY SHOPPER	299.00	FERGUSON & CHAMBERLAIN	4,700.00
CHARLEVOIX COUNTY NEWS	260.00	FISHER SCIENTIFIC	514.46
CHARLEVOIX SCREEN MASTERS INC	513.00	FREIDINGER, REED	15.00
CHARLEVOIX SEWER & DRAIN	170.00	GEI CONSULTANTS	3,400.00

GERBER HOMEMADE SWEETS	66.00	PHILLIPS, BILL	50.00
GILLESPIE, ALISON	15.00	PHYSICIAN'S CLINIC OF CHARLEVOIX	75.00
GINOP SALES INC	57.46	POND HILL FARM LLC	271.00
GLEN'S MARKET - CHARLEVOIX	1,676.15	POWER LINE SUPPLY	5,244.90
GLOBAL EQUIPMENT COMPANY	86.96	PREFERRED WASTE 2 LLC	425.00
GOLDING, JOYCE M.	50.00	PREIN & NEWHOF	3,021.13
GOLOVICH, RENEE	48.00	PRO WEB MARKETING LLC	30.00
GORDON FOOD SERVICE	136.81	QUILL CORP	540.39
GREENVIEW DATA INC	5,545.00	R & R PRODUCTS INC	703.32
GUNTZVILLER, RHONDA	529.00	REEDY, JOSEPH	38.77
HANKINS, SCOTT A.	50.00	REHMANN-ROBSON & CO	10,500.00
HARRELL'S	166.00	RESIDEX LLC	411.87
HEALEY, BRUCE	15.00	RICK-BIDDICK, MICHELLE	1,785.64
HEID, THOMAS J.	50.00	ROCKY TOP FARMS	36.00
HEP'S HOMEBAKED GRANOLA	68.00	ROTARY CLUB OF CHARLEVOIX	37.50
HERSEY, BRADFORD	150.00	ROWE PROFESSIONAL SERVICES CO	400.00
HERZOG ELECTRIC	259.85	RS TECHNICAL SERVICES	2,004.00
HEYDLAUFF, MARK L	50.00	RUSSELL, ANNE	346.00
IDEXX DISTRIBUTION INC.	1,312.86	RUSTIC BAKER	78.00
INTERWATER FARMS INC	761.00	SAUL, GINNIE	125.00
JANE'S SASSY SALSA	39.00	SEARS COMMERCIAL ONE	224.84
JOHN E. GREEN COMPANY	47,189.50	SHINDORF BUILDERS	322.00
JONES & JONES GARAGE DOOR SVCS	240.00	SHORELINE POWER SERVICES INC.	450.00
JTHOMAS PARTS	123.27	SIEGRIST, DAVID	42.00
KILWINS CHARLEVOIX	1,037.50	SIGN & DESIGN	30.00
KIRINOVIC, THOMAS F.	50.00	SITE ONE LANDSCAPE SUPPLY	3,838.91
KLOOSTER, ALIDA K.	50.00	SKILLPATH SEMINARS	417.00
KSS ENTERPRISES	2,886.45	SMITH, MILO	103.58
LAKE FOREST BAKING COMPANY	220.00	SNAP-ON	214.95
LAKESHORE TIRE & AUTO SERVICE	99.31	SNIVELY, KIRBY	75.00
LANDSCAPE LOGIC	225.00	SPARTAN STORES LLC	35.82
LANGE, JEFFREY	150.00	STATE OF MICHIGAN	725.00
LOTTIE'S BAGELS	330.00	SULLIVAN, LAWRENCE R	1,000.00
MAYER, SHELLEY L.	50.00	SUPERIOR MECHANICAL	4,815.77
MCCALLUM, KADIN	50.00	SWANSON, RACHEL	15.00
MCGINN, KELLY A.	50.00	SWEM, DONALD L.	50.00
MDC CONTRACTING LLC	25,495.02	SYSTEMS SPECIALISTS INC	1,952.00
MICHELS, CHRISTOPHER	150.00	TERMINAL SUPPLY CO	408.38
MICHIGAN BOATING INDUSTRIES ASSOC	295.00	THE CHARLES MACHINE WORKS INC	10,304.28
MICHIGAN MUSHROOM MARKET LLC	32.00	THE GO ROUNDS LLC	1,000.00
MICHIGAN WATER ENV ASSOC	140.00	THE TROPHY CASE	40.00
MILLER, WILLIAM S.	50.00	TIMMS, ROBERT	332.00
MOORS & MCCUMBER	1,250.00	TRAVERS, MANUEL J.	50.00
MUSTANG TOOL SERVICE	332.97	TRI-TURF	76.61
NETSOURCE ONE INC.	104.00	UNIFIRST CORPORATION	221.08
NORTH COUNTRY CRITTERS	15.00	UP NORTH PROPERTY SERVICES LLC	5,568.00
NORTHERN CREDIT BUREAU	251.00	VILLAGE GRAPHICS INC.	199.90
NORTHERN FIRE & SAFETY INC.	381.86	WAGNER, JODI	66.00
NORTHERN SAFETY CO INC	1,231.67	WARD BROTHERS BOATS INC	113.79
NORTHWEST DESIGN GROUP	350.00	WATTA COOKIE LLC	64.00
NW MI COG	12,180.00	WCMU PUBLIC MEDIA	695.00
OLD DOMINION BRUSH	933.08	WELLER, LINDA J.	50.00
OLSON BZDOK & HOWARD	1,634.70	WILTFONG, DAVID	34.68
OLSTROM EXCAVATING AND PAVING	3,040.00	WINNIE'S ORIGINAL LLC	5.00
OMS COMPLIANCE SERVICES INC	202.50	WITMER PUBLIC SAFETY GROUP	432.53
P.I.W. CORPORATION	82.50	WORK & PLAY SHOP	486.73
PARKER, MICHAEL	81.00	WURST, RANDALL W.	50.00
PENCHURA LLC	45,537.00	WYMAN, MATTHEW A.	50.00
PERSONAL GRAPHICS	799.48	TOTAL	408,161.54

ACH Payments – 07/17/2017 to 07/31/2017

MI PUBLIC POWER AGENCY	37,245.95	VANTAGEPOINT (401 ICMA PLAN)	713.94
NEOFUNDS BY NEOPOST (POSTAGE)	4,990.00	VANTAGEPOINT (457 ICMA PLAN)	13,296.88
MI PUBLIC POWER AGENCY	16,760.06	VANTAGEPOINT (ROTH IRA)	961.53
MI PUBLIC POWER AGENCY	254,726.70	MERS (DEFINED BENEFIT PLAN)	31,193.05
IRS (PAYROLL TAX DEPOSIT)	44,005.50	MI PUBLIC POWER AGENCY	13,905.90
ALERUS FINANCIAL (HCSP)	420.00		
STATE OF MI (WITHHOLDING TAX)	6,355.71	TOTAL	424,575.22

Payroll Net Pay – Pay Period Ending 07/22/2017 (Paid 07/28/2017)

WELLER, LINDA JO	1,499.87	MUMICH, BARRY J.	595.90
HEYDLAUFF, MARK L.	2,161.23	CRANDELL, ZACKARY R.	643.67
GOLDING, JOYCE M.	1,132.69	LEITNER, RYAN S.	802.81
DEROSIA, PATRICIA E.	483.25	FERGUSON, ROYCE L.	788.84
DOTSON, LINDSEY J.	1,421.14	BOSS, SHERRY M.	405.84
LOY, EVELYN R.	1,050.16	KIRINOVIC, THOMAS F.	432.86
KLOOSTER, ALIDA K.	1,566.56	STEBE, LAURA A.	18.47
GOLOVICH, KAREN J.	970.67	SROUFE, MARC E.	85.88
SPENCLEY, PATRICIA L.	1,233.43	SROUFE, PAMELA B.	74.81
MILLER, FAITH G.	28.07	MILAN, JANE E.	1,092.80
LEESE, MERRI C.	523.99	ANZELL, BETH A.	650.22
MCGINN, KELLY A.	1,618.00	BERNIER, RACHEL M.	719.19
JONES, JANET M.	496.47	MACGILLIVRAY, RAYMOND L.	660.32
DOAN, GERARD P.	1,603.59	DIXON, MIKAYA S.	481.50
SCHLAPPI, JAMES L.	1,290.95	MILAN, BAC P.	691.58
UMULIS, MATTHEW T.	1,457.52	HOLECHECK, JENNACA R.	828.08
HANKINS, SCOTT A.	2,182.32	LABELLE, DAVIS B.	409.75
ORBAN, BARBARA K.	1,402.10	BAILEY, ALYSSA M.	700.06
TRAEGER, JASON A.	1,936.32	HEID, THOMAS J.	1,299.22
FLICKEMA, ANDREW M.	1,862.15	LEESE, ALAN K.	455.33
MATELSKI, KIMBERLY A.	1,188.90	HART, DAVID R.	48.48
RILEY, DENISE M.	477.84	GRUNCH, RONALD J.	433.97
EVANS JR, HALBERT K.	1,470.62	DAVIS, RONALD L.	243.31
KLOOSTER, PATRICK H.	1,050.59	FAIRCHILD, GALEN W.	321.25
BINGHAM, LARRY E.	836.39	DAKROUB, JOSEPH E.	247.12
ENGSTROM, TYLER A.	600.58	MASSON, DONALD J.	437.37
WARNER, PAYTON J.	1,110.09	KUSINA, DENNIS W.	374.96
MATELSKI, RYAN G.	980.40	LABLANCE, MAUREEN J.	286.73
GREENE, GLORIA C.	760.38	LIVINGSTON, BRIAN D.	662.34
DAVIS, LEAH R.	725.82	VANLOO, JOSEPH G.	965.01
TELGENHOF, WILL G.	645.24	WYMAN, MATTHEW A.	1,761.58
WILLIAMS, BRANDON S.	431.22	BOSS, RYDER S.	793.72
CARLSON, JOSHUA A.	281.03	MILLER, WILLIAM S.	1,354.08
GREYERBIEHL, KELLY M.	812.46	HOUSER, JAMES F.	533.48
WURST, RANDALL W.	1,414.01	DOUGLAS, MARK	686.91
MAYER, SHELLEY L.	1,957.22	MITCHELL, JACOB A.	648.90
HILLING, NICHOLAS A.	1,343.65	TRAVERS, MANUEL J.	1,636.68
MEIER III, CHARLES A.	1,261.35	STEVENS, JEFFREY W.	239.12
ZACHARIAS, STEVEN B.	1,484.58	RILEY, CASEY W.	161.60
EATON, BRAD A.	1,809.08	JONES, LARRY M.	715.73
WILSON, TIMOTHY J.	2,027.54	FLORE, ROBERT A.	829.43
LAVOIE, RICHARD L.	1,630.19	WILLSON, BRENDA R.	857.17
STEVENS, BRANDON C.	1,629.38	BEAN, PETER J.	693.48
DRAVES, MARTIN J.	2,008.03	FENNELL, DREW M.	127.75
BROWN, STEPHANIE C.	1,042.19	MCMULLEN, DONALD R.	1,076.90
ANDERSON, ELIZABETH A.	1,151.81	SILVA, JESSE L.A.	373.30
ELLIOTT, PATRICK M.	2,004.05	RILEY, DANIEL A.	389.38
SCHWARTZFISHER, JOSEPH L.	1,437.91	TIMMS, ROBERT N.	46.17
BRADLEY, KELLY R.	1,509.35	GERBER, SAMUEL A.	41.56
HART II, DELBERT W.	1,217.48	KLINGER, LUCAS D.	520.94
JONES, ROBERT F.	1,082.88	KLINGER, BRADLEY W.	691.29
DORAN, JUSTIN J.	1,812.58	WILLIAMS, SYDNEY K.	772.91
FARRELL, MITCHELL L.	1,256.48	SWEM, DONALD L.	1,878.07
MANKER JR, DAVID W.	581.41	WHITLEY, ANDREW T.	1,939.21
MANKER SR, DAVID W.	796.02	MORRISON, KEVIN P.	1,775.07
BECKER, MICHAEL S.	942.35	JOHNSON, STEVEN P.	1,660.50
NEDWICK, DAVID J.	596.66	BISHAW, JAMES H.	733.83
FREY, DYLAN V.	572.14	WITTHOFT, LUKILA F.	537.69
SHEPARD, ZACHARY N.	601.55	RITTER, DAVID M.	661.68
HART III, DELBERT W.	637.92	PETERSON, BENJAMIN D.	235.30
SLADEK, RYLYNN S.	543.57	GILL, DAVID R.	1,094.55
HAWKINS, JAMES S.	445.38	MATTER, DAWSON K.	3,521.89
MCGHEE, ROBERT R.	1,154.49		
ALDEN, CAMDEN D.	610.52	TOTAL	118,701.35

Payroll Transmittal – 07/28/2017

4FRONT CREDIT UNION	277.69	CHAR EM UNITED WAY	59.00
AMERICAN FAMILY LIFE	191.88	CHARLEVOIX STATE BANK	1,259.62
AMERICAN FAMILY LIFE	447.24	CHEMICAL BANK	150.00

COMMUNICATION WORKERS OF AMER	516.80	PRIORITY HEALTH	1,938.69
MI STATE DISBURSEMENT UNIT	401.83	TOTAL	5,242.75

Tax Disbursement – 08/08/2017			
CHARLEVOIX COUNTY TREASURER	366,196.55	CHARLEVOIX PUBLIC SCHOOLS	9.18
CHARLEVOIX COUNTY TREASURER	153.07	CHARLEVOIX PUBLIC SCHOOLS	21,419.92
CHARLEVOIX DISTRICT LIBRARY	19.38	CITY OF CHARLEVOIX - TAXES DUE	303,458.07
CHARLEVOIX PUBLIC SCHOOLS	507,117.77	CITY OF CHARLEVOIX/DDA	303,034.24
CHARLEVOIX PUBLIC SCHOOLS	107,122.52	RECREATIONAL AUTHORITY	3.48
CHARLEVOIX PUBLIC SCHOOLS	21,419.76	TOTAL	1,629,953.94

DRAFT

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Council Special Meeting Minutes - August 15, 2017

DATE: August 21, 2017

ATTACHMENTS:

- ▣ City Council Special Meeting Minutes - August 15, 2017

CITY OF CHARLEVOIX
SPECIAL CITY COUNCIL MEETING MINUTES
Tuesday, August 15, 2017 – 2:00 p.m.
Council Chambers, 210 State Street, Charlevoix, MI

The meeting was called to order at 2:00 p.m. by Mayor Luther Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Councilmembers, Shirley Gibson, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: Councilmember Shane Cole
City Manager: Mark Heydlauff
City Clerk: Joyce Golding

3. Inquiry Regarding Conflicts of Interest

4. All Other Actions & Requests

A. Resolution to Approve Revised City Park Ballot Language

City Manager Heydlauff stated that the City Attorney has been working with the Attorney General (AG) on a proposed Charter Amendment regarding the sale and disposition of City parks. He explained that the language approved by Council in June was rejected by the AG's Office. The AG noted that a 2/3 majority is not authorized by Michigan statute since there is already a park protection that requires a majority vote to dispose of designated parkland. City Manager Heydlauff further explained that the ballot language was revised to provide the next best alternative – clarifying what is a "City park" and requiring a vote for that designation to be removed.

Mayor Kurtz opened the item to public comment. There was no comment and the item was closed.

CITY OF CHARLEVOIX
RESOLUTION NO. 2017-08-01
CITY PARK BALLOT LANGUAGE

WHEREAS, *the City Council desires to propose an amendment to the City Charter, as provided and permitted by Public Act No. 279 of the Public Acts of 1909, State of Michigan, as amended; and*

WHEREAS, *the City Charter would be amended to add the following sentences to the end of Article II, Section 2.16(f): "City park" shall include any property designated as a City park on the City's Recreation Master Plan or otherwise formally designated as a City park by official action of Council as a "City park". Once property is designated as a City park, the designation of property as a City park shall not be removed or changed unless specifically approved by a majority of the electors voting thereon at any general or special election."*

WHEREAS, *state law requires that the ballot language be phrased as a question and be no more than 100 words in length; and*

WHEREAS, *the City Council is required to provide ballot language for the proposed amendment consistent with state law through adoption by resolution; and*

WHEREAS, *the City Attorney has crafted proposed ballot language that is consistent with the requirements of state law.*

NOW THEREFORE BE IT RESOLVED, *that the City of Charlevoix City Council hereby adopts the following ballot language for the potential amendment of the City Charter and directs the Clerk to take appropriate action to put the question on the ballot for the November 2017 general election:*

Shall Article II, Section 2.16 (f) of the Charlevoix City Charter be amended to add the following two sentences to the end of the section: "'City park' shall include any property designated as a City park on the City's Recreation Master Plan or otherwise formally designated as a City park by official action of Council as a 'City park'. Once property is designated as a City park, the designation of property as a City park shall not be removed or changed unless specifically approved by a majority of the electors voting thereon at any general or special election"?

RESOLVED *this 15th day of August 2017 A.D.*

Resolution was adopted by the following yea and nay vote:

Yeas: Kalbfell, Perron, Gibson, Oleksy, Hagen
Nays: None
Absent: Cole

Motion by Councilmember Hagen, second by Councilmember Gibson, to approve Resolution 2017-08-01.

Yeas: Kalbfell, Perron, Gibson, Oleksy, Hagen
Nays: None
Absent: Cole

8. Reports & Communications

A. Public Comments

B. City Manager Comments

City Manager Heydlauff updated Council on the Prospect Street construction project as well as the timeline for the remaining work to be done.

C. Mayor & Council Comments

9. Other Council Business

10. Adjourn

The Mayor adjourned the meeting at 2:06 p.m.

Joyce M. Golding

City Clerk

Luther Kurtz

Mayor

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Accounts Payable and Payroll Check Registers

DATE: August 21, 2017

ATTACHMENTS:

- ▣ Accounts Payable and Payroll Check Registers

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/05/2017	08/11/2017	121039	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	277.69
08/05/2017	08/11/2017	121040	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	191.88
08/05/2017	08/11/2017	121040	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	447.24
08/05/2017	08/11/2017	121041	BARRY COUNTY TRIAL C	9029	Wage Assignment: Case 04-6725	20.00
08/05/2017	08/11/2017	121042	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 8/5/20	59.00
08/05/2017	08/11/2017	121043	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,259.62
08/05/2017	08/11/2017	121044	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
08/05/2017	08/11/2017	121045	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	516.80
08/05/2017	08/11/2017	121046	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	401.83
08/05/2017	08/11/2017	121047	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 8	251.25
08/05/2017	08/11/2017	121048	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,938.69
Grand Totals:		11				5,514.00



Summary of Check Registers & ACH Payments HUNTINGTON NATIONAL BANK - CHECKS ISSUED

08/11/17 Payroll Transmittal Checks	\$	5,514.00
08/11/17 Payroll (net pay)	\$	110,525.47
08/22/17 Regular Accounts Payable	\$	406,953.59
Checks Sub-Total:	\$	522,993.06

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

08/07/17 MI Public Power Agency	\$	12,256.38
08/07/17 Payment Service Network	\$	243.70
08/10/17 State of MI (Sales Tax)	\$	26,489.83
08/11/17 IRS (Payroll Tax Deposit)	\$	40,688.62
08/11/17 Alerus Financial (HCSP)	\$	420.00
08/11/17 State of MI (Withholding Tax)	\$	5,899.93
08/11/17 Vantagepoint (401 ICMA Plan)	\$	713.94
08/11/17 Vantagepoint (457 ICMA Plan)	\$	12,912.78
08/11/17 Vantagepoint (Roth IRA)	\$	961.53
08/14/17 MI Public Power Agency	\$	13,100.19
08/15/17 DTE Energy	\$	1,847.51
ACH Sub-Total:	\$	115,534.41

Huntington National Bank Total: \$ 638,527.47

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

08/22/17 Tax Disbursement	\$	846,913.35
Charlevoix State Bank Total:	\$	846,913.35

Grand Total: \$ 1,485,440.82

APPROVED:


CITY MANAGER


CITY TREASURER


CITY CLERK

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/05/2017	PC	08/11/2017	23988	WELLER, LINDA JO	101		1,499.87
08/05/2017	PC	08/11/2017	23989	HEYDLAUFF, MARK L.	102		2,445.18
08/05/2017	PC	08/11/2017	23990	GOLDING, JOYCE M.	106		1,132.69
08/05/2017	PC	08/11/2017	23991	DEROSIA, PATRICIA E.	107		967.97
08/05/2017	PC	08/11/2017	23992	DOTSON, LINDSEY J.	109		1,421.14
08/05/2017	PC	08/11/2017	23993	LOY, EVELYN R.	117		1,050.16
08/05/2017	PC	08/11/2017	23994	KLOOSTER, ALIDA K.	121		1,763.44
08/05/2017	PC	08/11/2017	23995	GOLOVICH, KAREN J.	122		970.68
08/05/2017	PC	08/11/2017	23996	SPENCLEY, PATRICIA L.	136		1,003.67
08/05/2017	PC	08/11/2017	23997	MILLER, FAITH G.	142		42.13
08/05/2017	PC	08/11/2017	23998	LEESE, MERRI C.	145		477.13
08/05/2017	PC	08/11/2017	23999	MCGINN, KELLY A.	146		1,617.99
08/05/2017	PC	08/11/2017	24000	JONES, JANET M.	148		496.47
08/05/2017	PC	08/11/2017	24001	DOAN, GERARD P.	201		1,603.59
08/05/2017	PC	08/11/2017	24002	SCHLAPPI, JAMES L.	204		1,111.10
08/05/2017	PC	08/11/2017	24003	UMULIS, MATTHEW T.	205		1,255.27
08/05/2017	PC	08/11/2017	24004	HANKINS, SCOTT A.	208		1,486.25
08/05/2017	PC	08/11/2017	24005	ORBAN, BARBARA K.	209		1,363.88
08/05/2017	PC	08/11/2017	24006	TRAEGER, JASON A.	210		1,349.54
08/05/2017	PC	08/11/2017	24007	FLICKEMA, ANDREW M.	211		1,618.47
08/05/2017	PC	08/11/2017	24008	MATELSKI, KIMBERLY A.	212		1,188.90
08/05/2017	PC	08/11/2017	24009	RILEY, DENISE M.	213		471.67
08/05/2017	PC	08/11/2017	24010	EVANS JR, HALBERT K.	214		1,470.62
08/05/2017	PC	08/11/2017	24011	KLOOSTER, PATRICK H.	216		1,050.59
08/05/2017	PC	08/11/2017	24012	BINGHAM, LARRY E.	224		836.39
08/05/2017	PC	08/11/2017	24013	ENGSTROM, TYLER A.	225		593.09
08/05/2017	PC	08/11/2017	24014	WARNER, PAYTON J.	229		879.83
08/05/2017	PC	08/11/2017	24015	MATELSKI, RYAN G.	230		768.04
08/05/2017	PC	08/11/2017	24016	GREENE, GLORIA C.	243		645.24
08/05/2017	PC	08/11/2017	24017	DAVIS, LEAH R.	245		645.24
08/05/2017	PC	08/11/2017	24018	TELGENHOF, WILL G.	246		645.24
08/05/2017	PC	08/11/2017	24019	WILLIAMS, BRANDON S.	248		510.67
08/05/2017	PC	08/11/2017	24020	CARLSON, JOSHUA A.	249		372.12
08/05/2017	PC	08/11/2017	24021	GREYERBIEHL, KELLY M.	260		606.86
08/05/2017	PC	08/11/2017	24022	WURST, RANDALL W.	411		1,241.09
08/05/2017	PC	08/11/2017	24023	MAYER, SHELLEY L.	412		1,644.35
08/05/2017	PC	08/11/2017	24024	HILLING, NICHOLAS A.	413		1,329.04
08/05/2017	PC	08/11/2017	24025	MEIER III, CHARLES A.	421		1,374.66
08/05/2017	PC	08/11/2017	24026	ZACHARIAS, STEVEN B.	422		1,781.91
08/05/2017	PC	08/11/2017	24027	SWEM, DONALD L.	512		1,878.07
08/05/2017	PC	08/11/2017	24028	EATON, BRAD A.	515		1,794.84
08/05/2017	PC	08/11/2017	24029	WILSON, TIMOTHY J.	516		2,412.19
08/05/2017	PC	08/11/2017	24030	LAVOIE, RICHARD L.	519		1,630.19
08/05/2017	PC	08/11/2017	24031	STEVENS, BRANDON C.	521		1,859.12
08/05/2017	PC	08/11/2017	24032	DRAVES, MARTIN J.	523		1,711.83
08/05/2017	PC	08/11/2017	24033	BROWN, STEPHANIE C.	524		1,042.19
08/05/2017	PC	08/11/2017	24034	ANDERSON, ELIZABETH	526		1,151.81
08/05/2017	PC	08/11/2017	24035	ELLIOTT, PATRICK M.	600		2,004.06
08/05/2017	PC	08/11/2017	24036	SCHWARTZFISHER, JOS	603		1,151.88
08/05/2017	PC	08/11/2017	24037	BRADLEY, KELLY R.	614		1,374.24
08/05/2017	PC	08/11/2017	24038	HART II, DELBERT W.	616		1,531.55
08/05/2017	PC	08/11/2017	24039	JONES, ROBERT F.	618		1,082.88
08/05/2017	PC	08/11/2017	24040	DORAN, JUSTIN J.	621		1,775.09
08/05/2017	PC	08/11/2017	24041	FARRELL, MITCHELL L.	622		1,463.16
08/05/2017	PC	08/11/2017	24042	MANKER JR, DAVID W.	638		596.77
08/05/2017	PC	08/11/2017	24043	MANKER SR, DAVID W.	639		724.16
08/05/2017	PC	08/11/2017	24044	BECKER, MICHAEL S.	641		815.70

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/05/2017	PC	08/11/2017	24045	NEDWICK, DAVID J.	642		425.61
08/05/2017	PC	08/11/2017	24046	FREY, DYLAN V.	643		497.22
08/05/2017	PC	08/11/2017	24047	SHEPARD, ZACHARY N.	656		349.84
08/05/2017	PC	08/11/2017	24048	HART III, DELBERT W.	657		382.08
08/05/2017	PC	08/11/2017	24049	SLADEK, RYLYNN S.	660		611.18
08/05/2017	PC	08/11/2017	24050	HAWKINS, JAMES S.	662		208.77
08/05/2017	PC	08/11/2017	24051	MCGHEE, ROBERT R.	663		1,173.12
08/05/2017	PC	08/11/2017	24052	ALDEN, CAMDEN D.	670		469.80
08/05/2017	PC	08/11/2017	24053	MUMICH, BARRY J.	671		499.04
08/05/2017	PC	08/11/2017	24054	CRANDELL, ZACKARY R.	691		546.26
08/05/2017	PC	08/11/2017	24055	LEITNER, RYAN S.	692		711.43
08/05/2017	PC	08/11/2017	24056	FERGUSON, ROYCE L.	693		815.79
08/05/2017	PC	08/11/2017	24057	BOSS, SHERRY M.	695		330.86
08/05/2017	PC	08/11/2017	24058	KIRINOVIC, THOMAS F.	700		234.59
08/05/2017	PC	08/11/2017	24059	STEBE, LAURA A.	703		18.47
08/05/2017	PC	08/11/2017	24060	SROUFE, MARC E.	705		260.26
08/05/2017	PC	08/11/2017	24061	SROUFE, PAMELA B.	707		33.25
08/05/2017	PC	08/11/2017	24062	MILAN, JANE E.	711		1,092.80
08/05/2017	PC	08/11/2017	24063	ANZELL, BETH A.	712		683.11
08/05/2017	PC	08/11/2017	24064	BERNIER, RACHEL M.	718		655.04
08/05/2017	PC	08/11/2017	24065	MACGILLIVRAY, RAYMO	720		771.34
08/05/2017	PC	08/11/2017	24066	DIXON, MIKAYA S.	736		586.02
08/05/2017	PC	08/11/2017	24067	MILAN, BAC P.	740		672.68
08/05/2017	PC	08/11/2017	24068	HOLECHECK, JENNACA	777		812.04
08/05/2017	PC	08/11/2017	24069	LABELLE, DAVIS B.	778		460.50
08/05/2017	PC	08/11/2017	24070	BAILEY, ALYSSA M.	787		647.43
08/05/2017	PC	08/11/2017	24071	HEID, THOMAS J	802		1,299.22
08/05/2017	PC	08/11/2017	24072	LEESE, ALAN K.	835		432.78
08/05/2017	PC	08/11/2017	24073	HART, DAVID R.	836		41.56
08/05/2017	PC	08/11/2017	24074	GRUNCH, RONALD J.	844		256.97
08/05/2017	PC	08/11/2017	24075	DAVIS, RONALD L.	853		292.52
08/05/2017	PC	08/11/2017	24076	FAIRCHILD, GALEN W.	855		438.74
08/05/2017	PC	08/11/2017	24077	MASSON, DONALD J.	861		484.53
08/05/2017	PC	08/11/2017	24078	KUSINA, DENNIS W.	862		284.11
08/05/2017	PC	08/11/2017	24079	LABLANCE, MAUREEN J.	863		222.31
08/05/2017	PC	08/11/2017	24080	LIVINGSTON, BRIAN D.	866		823.54
08/05/2017	PC	08/11/2017	24081	VANLOO, JOSEPH G.	902		885.91
08/05/2017	PC	08/11/2017	24082	WYMAN, MATTHEW A.	927		1,450.92
08/05/2017	PC	08/11/2017	24083	BOSS, RYDER S.	932		817.78
08/05/2017	PC	08/11/2017	24084	MILLER, WILLIAM S.	933		1,509.04
08/05/2017	PC	08/11/2017	24085	HOUSER, JAMES F.	934		512.20
08/05/2017	PC	08/11/2017	24086	DOUGLAS, MARK	935		695.68
08/05/2017	PC	08/11/2017	24087	MITCHELL, JACOB A.	936		626.23
08/05/2017	PC	08/11/2017	24088	TRAVERS, MANUEL J.	1000		1,864.75
08/05/2017	PC	08/11/2017	24089	STEVENS, JEFFREY W.	1028		301.67
08/05/2017	PC	08/11/2017	24090	JONES, LARRY M.	1057		544.68
08/05/2017	PC	08/11/2017	24091	FLORE, ROBERT A.	1058		239.19
08/05/2017	PC	08/11/2017	24092	WILLSON, BRENDA R.	1059		345.81
08/05/2017	PC	08/11/2017	24093	BEAN, PETER J.	1060		377.69
08/05/2017	PC	08/11/2017	24094	MCMULLEN, DONALD R.	1067		612.46
08/05/2017	PC	08/11/2017	24095	MCFARLAND, JONATHAN	1071		136.67
08/05/2017	PC	08/11/2017	24096	SILVA, JESSE L.A.	1073		274.39
08/05/2017	PC	08/11/2017	24097	RILEY, DANIEL A.	1079		180.67
08/05/2017	PC	08/11/2017	121026	GERBER, SAMUEL A.	147		18.47
08/05/2017	PC	08/11/2017	121027	KLINGER, LUCAS D.	235		385.24
08/05/2017	PC	08/11/2017	121028	KLINGER, BRADLEY W.	244		568.48
08/05/2017	PC	08/11/2017	121029	WILLIAMS, SYDNEY K.	247		660.53

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/05/2017	PC	08/11/2017	121030	WHITLEY, ANDREW T.	522		1,692.56
08/05/2017	PC	08/11/2017	121031	MORRISON, KEVIN P.	601		1,197.03
08/05/2017	PC	08/11/2017	121032	JOHNSON, STEVEN P.	617		1,050.37
08/05/2017	PC	08/11/2017	121033	BISHAW, JAMES H.	633		705.72
08/05/2017	PC	08/11/2017	121034	WITTHOEFT, LUKILA F.	780		623.85
08/05/2017	PC	08/11/2017	121035	RITTER, DAVID M.	783		661.68
08/05/2017	PC	08/11/2017	121036	PETERSON, BENJAMIN D	785		700.00
08/05/2017	PC	08/11/2017	121037	GILL, DAVID R.	856		1,031.68
08/05/2017	PC	08/11/2017	121038	MATTER, DAWSON K.	1038		2,597.41
Grand Totals:			123				110,525.47



Report Criteria:

Computed checks included
Manual checks included
Supplemental checks included
Termination checks included
Void checks included

Check Number	Payee	Amount
08/22/2017		
121049	ACE HARDWARE	3,335.40
121050	AIRGAS USA LLC	68.01
121051	ALLEN SUPPLY	590.00
121052	ALL-PHASE ELECTRIC SUPPLY CO.	264.68
121053	ALTEC INDUSTRIES INC	1,046.75
121054	AMERICAN TOTAL SECURITY INC	873.47
121055	AMERICAN WASTE INC.	3,606.36
121056	APEX SOFTWARE	235.00
121057	AT YOUR SERVICE PLUS INC	14,070.00
121058	AT&T	2,780.26
121059	AUTO VALUE	1,552.76
121060	AVFUEL CORPORATION	86,769.82
121061	B & L SOUND INC	463.79
121062	BEIJO DE CHOCOLAT LLC	19.00
121063	BELL EQUIPMENT COMPANY	40.67
121064	BERG, REBECCA	479.00
121065	BERGER CHEVEROLET	46,578.00
121066	BIDDICK, KEN	27.50
121067	BOOP, JENNIFER	78.00
121068	BRADFORD'S	68.25
121069	BRANDI, RICHARD	180.00
121070	BUDAY'S SOUND ADVICE	1,670.91
121071	BY THE BAY WINDOW CLEANING SVC	357.00
121072	CARQUEST OF CHARLEVOIX	1,260.38
121073	CCP INDUSTRIES INC	160.02
121074	CHAMPION AMERICA	266.16
121075	CHARLEVOIX AREA CHAMBER OF CO	135.00
121076	CHARLEVOIX COUNTY NEWS	195.00
121077	CHARLEVOIX COUNTY TREASURER	3,553.39
121078	CHARLEVOIX GLASS INC.	92.65
121079	CHARLEVOIX SCREEN MASTERS INC	143.00
121080	CHARLEVOIX SEWER & DRAIN	347.50
121081	CHARLEVOIX STATE BANK	1,900.23
121082	CHARTER COMMUNICATIONS	1,008.42
121083	CINTAS CORPORATION #729	121.78
121084	CITY OF CHARLEVOIX - PETTY CASH	556.35
121085	CIVIC SYSTEMS	9,354.00
121086	COOK FAMILY FARMS	323.00
121087	DHASELEER, CARL	234.00
121088	DISTRICT 21 SOFTBALL	50.00
121089	DORNBOS SIGN INC.	155.23
121090	ECONO SIGNS LLC	1,519.64
121091	EJ USA INC.	1,446.10
121092	ELHORN ENGINEERING COMPANY	1,371.50
121093	EMERGENCY MEDICAL PRODUCTS I	677.91
121094	FAMILY FARM & HOME	281.37
121095	FARMER WHITE'S	235.00
121096	FASTENAL COMPANY	110.10

Check Number	Payee	Amount
121097	FREEDOM MAILING SERVICES INC.	2,296.90
121098	GELDERBLOM, PAUL	50.00
121099	GERBER HOMEMADE SWEETS	94.00
121100	GINOP SALES INC	113.51
121101	GLOBAL EQUIPMENT COMPANY	131.80
121102	GORDON FOOD SERVICE	151.12
121103	GREAT LAKES COCA-COLA DISTRIBU	271.78
121104	GREAT LAKES ELEVATOR LLC	353.25
121105	GREAT LAKES PIPE & SUPPLY	496.21
121106	GRIFFIN BEVERAGE CO	84.00
121107	GUNTZVILLER, RHONDA	189.00
121108	HACH COMPANY	871.39
121109	HAGGARD'S INC	6,657.65
121110	HERZOG ELECTRIC	188.45
121111	HOLIDAY COMPANIES	5,396.96
121112	HYDE SERVICES LLC	261.00
121113	HYDRO CORP	515.00
121114	INDEPENDENT DRAFTING SERVICES	1,995.00
121115	INDESIGN	1,876.25
121116	JANE'S SASSY SALSA	27.00
121117	KSS ENTERPRISES	2,833.15
121118	LAKESHORE TIRE & AUTO SERVICE	67.95
121119	LOTTIE'S BAGELS	145.00
121120	LUNDTEIGEN, GUNNAR	1,130.16
121121	MACGREGOR PLUMBING & HEATING	2,042.00
121122	MCCARDEL CULLIGAN-PETOSKEY	45.00
121123	MDC CONTRACTING LLC	99,470.28
121124	MI-AWWA	160.00
121125	MICHIGAN APPRAISAL CO INC	600.00
121126	MICHIGAN MUSHROOM MARKET LLC	98.00
121127	MICHIGAN OFFICEWAYS INC	1,251.54
121128	MILLER, BLAIR	75.00
121129	MUNSON HEALTHCARE CHARLEVOIX	132.27
121130	MURRAY'S CREATIONS	451.00
121131	MUSTANG TOOL SERVICE	61.28
121132	NEALIS ENGINEERING	190.00
121133	NORTH COUNTRY CRITTERS	23.00
121134	NORTHERN CREDIT BUREAU	627.55
121135	NORTHERN MICHIGAN BRASS BAND	1,000.00
121136	NORTHERN MICHIGAN REVIEW INC.	1,212.02
121137	NORTHERN PUMP SERVICE INC.	2,622.28
121138	NORTHERN SAFETY CO INC	158.81
121139	OLESON'S FOOD STORES	767.43
121140	OLSON BZDOK & HOWARD	1,557.20
121141	PARASTAR INC.	1,064.48
121142	PARKER, MICHAEL	153.00
121143	PERFORMANCE ENGINEERS INC	22,620.75
121144	PHILLIPS, BILL	50.00
121145	PLUNKETT & COONEY	2,945.81

Check Number	Payee	Amount
121146	POND HILL FARM LLC	236.00
121147	POWER LINE SUPPLY	7,893.50
121148	PREIN & NEWHOF	240.00
121149	PROTEC	314.13
121150	PROVIDENCE FARM LLC	581.00
121151	PURITY CYLINDER GASES INC	69.65
121152	QUILL CORP	208.98
121153	RANGE TELECOMMUNICATIONS	142.80
121154	REHMANN-ROBSON & CO	10,500.00
121155	REVOLUTION BIKE LLC	56.00
121156	RIETH-RILEY CONST CO INC	109.78
121157	ROCKY TOP FARMS	42.00
121158	ROWE PROFESSIONAL SERVICES CO	450.00
121159	RUSTIC BAKER	31.00
121160	SHARROW MASONRY INC	1,983.75
121161	SHINDORF BUILDERS	650.00
121162	SNIVELY, KIRBY	75.00
121163	SPARTAN STORES LLC	186.45
121164	STANDARD ELECTRIC CO	513.00
121165	STATE OF MICHIGAN	331.10
121166	STATE OF MICHIGAN	70.00
121167	STEVENSON, JOSHUA	41.89
121168	SULLIVAN, LAWRENCE R	1,750.00
121169	SURFACE ECO BLAST	3,375.00
121170	SYSTEMS SPECIALISTS INC	1,977.00
121171	T.P.S. COLOR INC	120.00
121172	TELE-RAD INC	1,412.12
121173	TRAVERSE REPRODUCTION	200.00
121174	UNIFIRST CORPORATION	2,040.52
121175	UP NORTH PROPERTY SERVICES LL	5,655.00
121176	UPPER CASE PRINTING INK.	1,105.30
121177	USA BLUE BOOK	1,596.04
121178	VILLAGE GRAPHICS INC.	723.50
121179	WAGNER, JODI	82.00
121180	WATTA COOKIE LLC	26.00
121181	WEBB CHEMICAL SERVICE CORP	5,025.53
121182	WEINGARDEN, MICHELE	50.00
121183	WILBERT BURIAL VAULT CO	392.00
121184	WITTHOEFT, CHARLES	150.00
121185	WORK & PLAY SHOP	319.96
Total 08/22/2017:		406,953.59
Grand Totals:		406,953.59

Check Number	Payee	Amount
08/07/2017		
80717001	MICHIGAN PUBLIC POWER AGENCY	12,256.38
80717002	PAYMENT SERVICE NETWORK INC.	243.70
Total 08/07/2017:		12,500.08
Grand Totals:		12,500.08

Check Number	Payee	Amount
08/10/2017		
81017001	STATE OF MICHIGAN	26,489.83
Total 08/10/2017:		26,489.83
Grand Totals:		26,489.83

Check Issue Date	Check Number	Payee	Amount
81117001			
08/11/2017	81117001	**EFTPS* Payroll Taxes	10,078.19
08/11/2017	81117001	**EFTPS* Payroll Taxes	10,078.19
08/11/2017	81117001	**EFTPS* Payroll Taxes	2,357.00
08/11/2017	81117001	**EFTPS* Payroll Taxes	2,357.00
08/11/2017	81117001	**EFTPS* Payroll Taxes	15,818.24
Total 81117001:			
	5		40,688.62
81117002			
08/11/2017	81117002	Alerus Financial	420.00
Total 81117002:			
	1		420.00
81117003			
08/11/2017	81117003	STATE OF MICHIGAN	5,899.93
Total 81117003:			
	1		5,899.93
81117004			
08/11/2017	81117004	Vantagepoint - 401 Plan 109153	713.94
Total 81117004:			
	1		713.94
81117005			
08/11/2017	81117005	Vantagepoint - 457 Plan 300959	4,863.59
08/11/2017	81117005	Vantagepoint - 457 Plan 300959	731.60
08/11/2017	81117005	Vantagepoint - 457 Plan 300959	1,887.82
08/11/2017	81117005	Vantagepoint - 457 Plan 300959	5,429.77
Total 81117005:			
	4		12,912.78
81117006			
08/11/2017	81117006	Vantagepoint - Roth IRA 706117	961.53
Total 81117006:			
	1		961.53
Grand Totals:			
	13		61,596.80



Check Number	Payee	Amount
08/14/2017		
81417001	MICHIGAN PUBLIC POWER AGENCY	13,100.19
Total 08/14/2017:		13,100.19
Grand Totals:		13,100.19

Check Number	Payee	Amount
08/15/2017		
81517001	DTE ENERGY	1,847.51
Total 08/15/2017:		1,847.51
Grand Totals:		1,847.51

Check Number	Payee	Amount
08/22/2017		
2925	CHARLEVOIX COUNTY TREASURER	237.29
2926	CHARLEVOIX COUNTY TREASURER	231,307.04
2927	CHARLEVOIX PUBLIC SCHOOLS	263,021.56
2928	CHARLEVOIX PUBLIC SCHOOLS	55,738.51
2929	CHARLEVOIX PUBLIC SCHOOLS	11,146.67
2930	CHARLEVOIX PUBLIC SCHOOLS	11,146.67
2931	CITY OF CHARLEVOIX - TAXES DUE	273,675.71
2932	STATE OF MICHIGAN	639.90
Total 08/22/2017:		846,913.35
Grand Totals:		846,913.35

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: PA 152 Annual Exemption for 2017-18 Medical Benefit Plan Coverage Year

DATE: August 21, 2017

BACKGROUND:

Public Act 152 (PA 152) or the Publicly Funded Health Insurance Contribution Act limits the amount public employers pay toward employee medical benefits.

The City has three options for complying with the requirements of PA 152, which it must do on an annual basis. The three options are:

- 1) “Hard Cap” Option – limits the amount the City may contribute annually to employees’ medical benefit plans based on coverage levels, as defined by the State Treasury on an annual basis. The contribution limits for CY 2016 are included in your agenda packets.
- 2) “80%/20%” Option – limits the City’s share of total annual health care costs to not more than 80%. This option requires a majority vote by the Council annually.
- 3) “Exemption” or “Opt Out” Option – the City may exempt itself from the requirements of PA 152 by an annual 2/3 vote of Council.

Since the law has been in effect, Council has voted unanimously to exempt the City from the requirements of PA 152. For the upcoming 2017-18 medical benefit plan coverage year which starts October 1st, Staff recommends Council again vote to exempt the City from the PA 152 requirements.

The City of Charlevoix uses a hybrid approach to sharing costs with employees. Non-union and CWA employees pay 20% for the higher cost \$250 deductible plan and 5% for the lower cost HSA plan while POLC members pay 12.5% for the \$250 deductible plan and 5% for the HSA plan. Most employees choose the HSA plan, which is the least expensive for the City and is more in-line with the hard-cap amounts. For the 2017-18 insurance plan year, state regulatory changes caused one of our plans to be eliminated with premium increases of 6% for the \$250 deductible plan and 18% for the HSA plan.

RECOMMENDATION:

Approve the resolution to adopt the annual exemption option as set forth in PA 152 for the City’s medical benefit plan coverage year October 1, 2017 through September 30, 2018 in order to comply with the requirements of PA 152.

ATTACHMENTS:

- ❑ Public Employer Contrib. Med. 092016
- ❑ Resolution 2017-08-02



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

September 20, 2016

**PUBLIC EMPLOYER CONTRIBUTIONS TO MEDICAL BENEFIT PLANS
ANNUAL COST LIMITATIONS – CALENDAR YEAR 2017**

For a medical benefit plan coverage year beginning on or after January 1, 2012, MCL 15.563, as amended by 2013 Public Act 270, sets a limit on the amount that a public employer may contribute to a medical benefit plan.

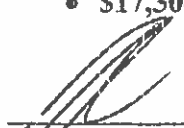
For medical benefit plan coverage years beginning on or after January 1, 2013, MCL 15.563 provides that the dollar amounts that are multiplied by the number of employees with each coverage type be adjusted annually. Specifically, the dollar amounts shall be adjusted, by October 1 of each year, by the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available. For calendar year 2016, the limit on the amount that a public employer may contribute to a medical benefit plan was set to the sum of the following:

- \$ 6,142.11 times the number of employees and elected public officials with single-person coverage
- \$12,845.04 times the number of employees and elected public officials with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$16,751.23 times the number of employees and elected public officials with family coverage.

The limits for 2017 equal the 2016 limits increased by **3.3 percent**. The 3.3 percent is the percentage change in the medical care component from the period September 2014-August 2015 to the period September 2015-August 2016.

Thus, for medical benefit plan coverage years beginning on or after January 1, 2017, the limit on the amount that a public employer may contribute to a medical benefit plan equals the sum of the following:

- \$ 6,344.80 times the number of employees and elected public officials with single-person coverage
- \$13,268.93 times the number of employees and elected public officials with individual-and-spouse coverage or individual-plus-1-nonspouse-dependent coverage
- \$17,304.02 times the number of employees and elected public officials with family coverage.


Nick A. Khouri
State Treasurer

September 20, 2016

**CITY OF CHARLEVOIX
RESOLUTION 2017-08-02**

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH IN 2011 PUBLIC ACT 152,
THE PUBLICLY FUNDED HEALTH INSURANCE CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature and signed by the Governor on September 24, 2011; and

WHEREAS, the Act contains three options for complying with the requirements of the Act; and

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body; and

WHEREAS, the City Council has decided to adopt the annual Exemption option as its choice of compliance under the Act.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Charlevoix elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year October 1, 2017 through September 30, 2018.

RESOLVED, this 21st day of August, A.D. 2017.

Resolution was adopted by the following yeas and nays vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Pegasus Wind PPC

DATE: August 21, 2017

PRESENTED BY: Don Swem, Electric Superintendent

BACKGROUND:

On June 6, 2016, Council approved a Power Purchase Commitment (PPC) between the Michigan Public Power Agency (MPPA) and Huron Wind LLC, a proposed wind farm in the thumb area of Michigan. The PPC was written such that the City of Charlevoix would be entitled to 4.06% of all energy, capacity, and Environmental Attributes under the Huron Wind PPC and would be responsible to cover 4.06% of all of MPPA's financial obligations under the PPC.

Since that time, the Huron Wind Project has been opposed by the local township where it was to be built and has been dropped as a project. NextEra Energy, the company that offered the Huron Wind Project, has offered up a replacement deal in the nearby Pegasus Wind Project in Tuscola County. This project is very similar to the Huron project. The new PPC is nearly identical to the Huron PPC. It has the same key commercial terms, conditions, and pricing. The only changes made were to update the locations and number of wind turbines and some changes to improve clarity.

It is becoming apparent that this may be one of the last wind farms to be built in the thumb area as opposition has grown a lot in the last few years. NextEra is honoring their commitment to MPPA by offering the Pegasus project. It appears to be the most advantageous way to meet the future renewable energy goals that have been put in place.

The PPC is for 20 years starting with the first full year of operation (or 2019 at the latest). The level price over the 20 year term is under \$50 and will have very little impact on our overall power costs, and at the same time will boost our renewable energy portfolio to upwards of 22.4% of our total load. The PPC will be a part of the Energy Services Project at MPPA and as such is subject to all of the terms and conditions of that project. These authorizations will become effective when all applicable MPPA members have authorized it and the MPPA Board has approved it.

RECOMMENDATION:

Motion to approve the authorization of the Michigan Public Power Agency to enter into a Power Purchase Commitment (PPC) with Pegasus Wind and to terminate the agreement for Huron Wind, LLC.

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Sale of Property: 1522 Bridge Street

DATE: August 21, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

As you will recall, earlier this spring Council authorized staff to offer for sealed bid a parcel of City-owned property at 1522 Bridge Street (vacant lot on the west side of Marion Center Road). The property description was distributed in various newspapers and to realtors is included. We also had an appraisal performed by Michigan Appraisal Company (find it attached). The appraised value is \$110,000.

In June, Council rejected both bids but did not give clear direction on what future steps you might want to take with this property. I would suggest we return to the two interested bidders and set a minimum Council would accept for the property. Alternatively, you could set a minimum and put it back out for new bids.

RECOMMENDATION:

Council discussion and direction to staff.

ATTACHMENTS:

- ▣ Property Sale RFP
- ▣ Appraisal
- ▣ Bid Tabulation and Descriptions

PROPERTY FOR SALE

1522 Bridge Street

[West Side of Marion Center Road at US 31]

City of Charlevoix, Charlevoix, Michigan



The City of Charlevoix is accepting bids for the vacant lot located at 1522 Bridge Street. The City will accept and publicly open bids on Monday, May 22, 2017 at 10:00 am EDT at the office of the City Clerk, City of Charlevoix, 210 State Street, Charlevoix, MI 49720. Proposals must be in a sealed envelope and clearly marked "Marion Center Property Bid" on the exterior of the package. Emailed, faxed, and late proposals will not be accepted for any reason. The City of Charlevoix reserves the right to accept or reject any and all offers for any and all reasons, waive any irregularities in any bid deemed in the best interest of the City of Charlevoix.

The property has 143' of street frontage on Bridge Street (US 31), 313' on Marion Center Road and 215' of frontage on Stover Road. It has a slightly irregular shape with 44,000 square feet, more or less or 0.74 acres. The property is zoned General Commercial. On average, more than 14,000 vehicles pass this property each day.

The legal description of the parcel is -- FRM 234-033-00 BEG NWLY LI MARION CENTER RD ON E&W1/4 LI SEC 34 T34N R8W N41DEG52'E AL RD LI 214.07FT N50DEG14'W 252.8FT TO SELY LI HWY US 31 SWLY AL HWY 209.4FT M/L TO PT ON 1/4 LI 986.8FT W OF E1/4 COR S 222.5 FT TO 1/4 LI E 235.49FT TO POB PT OF NE 1/4 SEC 34-34-8 SUBJ TO RD R/W AL 1/4 LI EX: COM AT E1/4 COR SEC 34 T34N R8W TH N89DEG17'14"W AL E&W 1/4 LI 737FT TH N 0DEG00'00"E 115.83FT TO INTER OF NLY LI OF STOVER RD & ELY LI OF MARION CENTER RD SD INTER BEING POB OF THIS DESC TH NWLY AL 471.07FT RAD CURV TO LFT 214.86FT (LONG CHD BEARS N15DEG53'31"W 213.01FT TH S49DEG24'52"E 247.58FT TH SWLY AL 196.66FT CURV TO RT DIST OF 139.72FT (LONG CHD BEARS S71DEG07'47"W 136.80FT TO POB BEING PT OF SE1/4 OF NE1/4 SEC 34 -34-8

The City will retain a utility easement on the western lot line for existing water and sewer lines.

Bids should include a clear and final purchase price for the property. The buyer may also indicate the proposed use for the site and the timeline for development. The City Council may consider the use of the site as a factor when awarding the sale.

The buyer assumes all responsibility for taxes, title fees, transfer costs, and any other and all closing costs. The City will negotiate a final purchase contract with the selected bidder.

All questions are to be directed to City Manager Mark L. Heydlauff at 231-547-3270 or markh@cityofcharlevoix.org.

Mark L. Heydlauff, City Manager

File # 6465-CH

Appraisal - Table of Contents



Located at
Marion Center Rd
Charlevoix, MI 49720

For
City of Charlevoix
210 State St
Charlevoix, MI 49720

Opinion of Value
110,000
As of
02/25/2017

Appraisal - Table of Contents 1

Letter of Transmittal 2

Descriptions 3

VALUATION - Sales Comparison Approach & Reconciliation 4

Additional Comparables 5

USPAP Identification 6

Definition of Market Value & Limiting Conditions 7

Appraiser's Certification 8

ADDENDA - Scope of Work, Descriptions & Valuation 9

Assessment Addendum 12

Aerial Overview Map 13

Aerial Site Map 14

Survey Map 15

Flood Map 16

Subject Photographs 17

Location Map 18

Comparable Photographs 1-3 19

Comparable Photographs 4-6 20

Appraiser's Qualifications 21



REAL ESTATE APPRAISERS • CONSULTANTS

Website: www.michiganappr.com

E-mail: mac@michiganappr.com

Michigan Appraisal Company, Inc
1201 Bridge St
Charlevoix, MI 49720
(231) 547-2238

02/27/2017

Mark Heydlauff
City of Charlevoix
210 State St
Charlevoix, MI 49720

Re: Property: Marion Center Rd
Charlevoix, MI 49720

File Number: 6465-CH

Opinion of Value: \$ 110,000
Effective Date: 02/25/2017

In accordance with your request, I have appraised the property captioned above. The appraisal report follows as identified in the preceding table of contents. The purpose of the appraisal is to develop an opinion of market value for the subject assuming unencumbered fee-simple title of ownership.

The appraisal is prepared to conform to the definition of *Market Value* contained within following appraisal report. The appraisal adheres to *Uniform Standards of Professional Appraisal Practice* (USPAP) of the *Appraisal Foundation* as well as *Professional Standards and Ethics* of the *Appraisal Institute*. The opinion of value reported above as of the stated effective date is contingent upon *Limiting Conditions* and *Certifications* as cited within the appraisal of the subject property, which are considered usual for this type of assignment.

Furthermore, the appraisal is based on a physical analysis of the property, analysis of the neighborhood, and economic analysis of the market for properties such as the subject. References are also made to narrative addenda sections (*Scope of Work, Descriptions and Valuation*) as identified throughout this report. It has been a pleasure to assist you, and please do not hesitate to contact me or any of our staff if we can be of additional service.

Sincerely,

Jeffrey L Kirby, SRA
License or Certification #: 1201000516
State: MI Expires: 07/31/2018
jkirby@michiganappr.com

Descriptions

File No.: 6465-CH

Property Address:	Marion Center Rd	City:	Charlevoix	State:	MI	Zip Code:	49720
County:	Charlevoix	Legal Description:	Refer to Assessment Addendum...				
SUBJECT	Assessor's Parcel #:	N/A		Tax Year:	2016	R.E. Taxes: \$	Tax exempt
	Market Area Name:	Charlevoix; City Commercial S Side		Map Reference:	26-029-14780	Census Tract:	0008.00
	Current Owner of Record:	City of Charlevoix		Borrower (if applicable):	N/A		
	Project Type (if applicable):	<input type="checkbox"/> PUD <input type="checkbox"/> De Minimis PUD <input checked="" type="checkbox"/> Other (describe) Vacant commercial land		HOA: \$	0	<input type="checkbox"/> per year	<input type="checkbox"/> per month
	Are there any existing improvements to the property?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		If Yes, indicate current occupancy:	<input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Vacant <input type="checkbox"/> Not habitable		
	If Yes, give a brief description:	N/A					
ASSIGNMENT	The purpose of this appraisal is to develop an opinion of: <input checked="" type="checkbox"/> Market Value (as defined), or <input type="checkbox"/> other type of value (describe)						
	This report reflects the following value (if not Current, see comments): <input checked="" type="checkbox"/> Current (the Inspection Date is the Effective Date) <input type="checkbox"/> Retrospective <input type="checkbox"/> Prospective						
	Property Rights Appraised: <input checked="" type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Leased Fee <input type="checkbox"/> Other (describe)						
	Intended Use: This appraisal is being prepared for decision making and the purpose is to ascertain a supported opinion of market value. Any other use of this appraisal report is not intended and may render it invalid. As such, it's recommended to contact the appraiser if additional uses are applicable.						
	Intended User(s) (by name or type): The client, who is also the property owner.						
Client: City of Charlevoix				Address: 210 State St, Charlevoix, MI 49720			
Appraiser: Jeffrey L Kirby, SRA				Address: 1201 Bridge St, Charlevoix, MI 49720			

Characteristics			Predominant Occupancy	One-Unit Housing		Present Land Use		Change in Land Use	
Location:	<input checked="" type="checkbox"/> Urban <input type="checkbox"/> Suburban <input type="checkbox"/> Rural	PRICE		AGE	One-Unit	10 %	<input checked="" type="checkbox"/> Not Likely		
Built up:	<input checked="" type="checkbox"/> Over 75% <input type="checkbox"/> 25-75% <input type="checkbox"/> Under 25%	\$ (000)		(yrs)	2-4 Unit	5 %	<input type="checkbox"/> Likely *	<input type="checkbox"/> In Process *	
Growth rate:	<input type="checkbox"/> Rapid <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Slow	60		Low	75	0 %	* To:		
Property values:	<input type="checkbox"/> Increasing <input checked="" type="checkbox"/> Stable <input type="checkbox"/> Declining	200		High	125	Comm'l	75 %		
Demand/supply:	<input type="checkbox"/> Shortage <input checked="" type="checkbox"/> In Balance <input type="checkbox"/> Over Supply	100	Pred	100	Industrial	7 %			
Marketing time:	<input type="checkbox"/> Under 3 Mos. <input type="checkbox"/> 3-6 Mos. <input checked="" type="checkbox"/> Over 6 Mos.				Vacant	3 %			

Factors Affecting Marketability											
Item	Good	Average	Fair	Poor	N/A	Item	Good	Average	Fair	Poor	N/A
Employment Stability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adequacy of Utilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Employment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Property Compatibility	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Shopping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Protection from Detrimental Conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Schools	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police and Fire Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequacy of Public Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Appearance of Properties	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreational Facilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appeal to Market	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Market Area Comments: The subject neighborhood is located on the south side of Charlevoix and is a commercial core of properties' along US 31 and several of the adjoining intersections. Bounded to the north by Belvedere Avenue extending southwest to Stover Road. US 31 is the main traffic artery through Charlevoix with the highest traffic volume in the county (14,100 units per day). Commercial uses include fast-food and sit-down restaurants, C-stores, shopping center and a variety of small retail/office uses. Harbor Industry accounts for the industrial use, a long-standing major employer, located at the southwest end of the US 31 corridor. Additionally, the neighborhood adjoins the Charlevoix Municipal Airport.

Analysis of area sales and listings reflect stabilized conditions, recognizing that there has been recent sale activity of commercial properties in the competitive market area. Considering the time of year coupled with market-based analysis, marketing time should occur within 12 months when competitively priced. Financing is available from a variety of lending institutions at competitive rates.

Dimensions:	Refer to Survey Addendum...	Site Area:	44,000	Sq.Ft.
Zoning Classification:	GC: General Commercial	Description:	Refer to Descriptions Addendum...	
Do present improvements comply with existing zoning requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> No Improvements				
Uses allowed under current zoning: This district accommodates retail and service establishments within the city, as well as, accommodating larger scale commercial development and associated uses. There are a fair number of minimum sized parcels with commercial uses (mostly professional office and service related) in place.				
Are CC&Rs applicable?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown	Have the documents been reviewed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Ground Rent (if applicable) \$ 0/
Comments: N/A				
Highest & Best Use as improved: <input checked="" type="checkbox"/> Present use, or <input type="checkbox"/> Other use (explain)				
Actual Use as of Effective Date: Vacant commercial		Use as appraised in this report: Same as actual use		
Summary of Highest & Best Use: The property is not improved. The subject legally complies with zoning and is capable of being developed with a variety of retail or service related uses.single-family residential use.				

Utilities	Public	Other	Provider/Description	Off-site Improvements	Type	Public	Private	Frontage	143' on US 31
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal	Street	2 Lanes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Topography	Level at the road grade
Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DTE	Width	Varies; Adequate			Size	44,000 sf, more or less
Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal	Surface	Asphalt paving			Shape	Slightly irregular (4 sides)
Sanitary Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Municipal	Curb/Gutter	None	<input type="checkbox"/>	<input type="checkbox"/>	Drainage	Surface drainage appears adequate
Storm Sewer	<input type="checkbox"/>	<input type="checkbox"/>	None	Sidewalk	None	<input type="checkbox"/>	<input type="checkbox"/>	View	US 31; Commercial corridor
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Various providers	Street Lights	None	<input type="checkbox"/>	<input type="checkbox"/>	Size:Frtg Ratio	308:1
Multimedia	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Spectrum	Alley	None	<input type="checkbox"/>	<input type="checkbox"/>	Additional Frtg	313' and 215'
Other site elements: <input type="checkbox"/> Inside Lot <input checked="" type="checkbox"/> Corner Lot <input type="checkbox"/> Cul de Sac <input type="checkbox"/> Underground Utilities <input type="checkbox"/> Other (describe) None									
FEMA Spec'l Flood Hazard Area <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No FEMA Flood Zone C FEMA Map # 2600570005B FEMA Map Date 02/11/1983									
Site Comments: The site is located on an established commercial corridor (US 31 - Bridge St) with secondary frontage on Marion Center Rd (313') and Stover Rd (215'). There are no apparent adverse easements, encroachments or any other extenuating circumstances limiting the use of the land for commercial development.									
None of the neighboring improvements present conditions that would negatively impact the value as the result of external influences.									

Sales Comparison Approach & Reconciliation

File No.: 6465-CH

TRANSFER HISTORY

My research ☐ did ☒ did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

Data Source(s): Charlevoix County records

1st Prior Subject Sale/Transfer

Analysis of sale/transfer history and/or any current agreement of sale/listing: According to the sources cited above, the subject property has not transferred ownership during the past three years. Also, no current listing agreement and/or sale contract are in place as of the effective date of this report.

Date: N/A

Price: N/A

Source(s): N/A

2nd Prior Subject Sale/Transfer

With regard to the comparable data selection and their respective data county/multiple listing sources, no sale/transfer activity was reported 12 months prior to their respective sale dates. Additionally, based upon the effective date of research no subsequent sale transactions or listings have transpired prior to the effective date of research.

Date: N/A

Price: N/A

Source(s): N/A

SALES COMPARISON APPROACH

FEATURE	SUBJECT PROPERTY	COMPARABLE NO. 1		COMPARABLE NO. 2		COMPARABLE NO. 3	
Address	Marion Center Rd Charlevoix, MI 49720	6950 US 31 S Charlevoix, MI 49720		6850 US 31 S Charlevoix, MI 49720		12969 US Highway 31 N Charlevoix, MI 49720	
Proximity to Subject		0.26 miles W		0.39 miles W		2.11 miles NE	
Sale Price	\$ N/A	\$	119,000	\$	312,500	\$	450,000
Price/ Sq.Ft.	\$	\$	1.75	\$	1.51	\$	2.77
Data Source(s)	Inspection & County records	NMMLS #439202;DOM 811		NMMLS #439203;DOM 631		Not Listed	
Verification Source(s)		ROD: L1135 P152		ROD: L1107 P158		ROD: L1109 P716	
VALUE ADJUSTMENT	DESCRIPTION	DESCRIPTION	+(-) % Adjust	DESCRIPTION	+(-) % Adjust	DESCRIPTION	+(-) % Adjust
Sales or Financing		ArmLth		ArmLth		ArmLth	
Concessions	Cash Terms;0	Cash;0	0	Cash;0	0	Cash;0	0
Date of Sale/Time	N/A	s03/16;c01/16	0	s09/15;c04/15	0	s10/15c10/15	0
Rights Appraised	Fee Simple	Fee Simple		Fee Simple		Fee Simple	
Location	Commercial	Commercial		Commercial		Commercial	
Site Area (in Sq.Ft.)	44,000	68,120	+5	206,910	+20	162,475	+15
Frontage (SF-to-FF)	143' (308:1 ratio)	170' (401:1 ratio)	0	494' (419:1 ratio)	0	425' (382:1 ratio)	0
Shape	Slightly irregular	Slightly irregular		Slightly irregular		Slightly irregular	
Exposure	US 31/Marion	US 31	+25	US 31	+25	US 31/Mercer	0
Utilities/Other	All customary	All customary		All customary		All customary	
List	N/A	\$119,000;100%	0	\$399,000;78%	0	\$450,000;100%	0
Net Adjustment (Total, in \$)		<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$	35,763	<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$	140,595	<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$	67,508
Net Adjustment (Total, in % of \$ / Sq.Ft.)		Net 30.1 % (30 % of \$/Sq.Ft.)		Net 45.0 % (45 % of \$/Sq.Ft.)		Net 15.0 % (15 % of \$/Sq.Ft.)	
Adjusted Sale Price (in \$ / Sq.Ft.)		Gross 30.0 % \$	2.28	Gross 45.0 % \$	2.19	Gross 15.0 % \$	3.19

Summary of Sales Comparison Approach

In reviewing the sales comparison adjustment grid, a zero (0) is noted to indicate to the reader that a particular item, which varies from the subject, is a differential deemed to be of no value significance, or may be of an equally offsetting nature, or no adjustment is applicable for reasons discussed otherwise. The SCA employs a direct comparison of selected comparable properties to pertinent characteristics of the subject property. Comparable data selection is made with regard to relevant likeness to the subject with respect to location, market conditions, and remaining elements. Refer to Valuation Addendum RE: Discussion of Adjustments and SCA Conclusion...

The above-captioned site area cites land area in square feet for the unit value indicator. Hence, 44,000 sf @ \$2.50/sf = \$110,000.

PUD

PROJECT INFORMATION FOR PUDs (if applicable)

☐ The Subject is part of a Planned Unit Development.

Legal Name of Project:

Describe common elements and recreational facilities:

RECONCILIATION

Indicated Value by: Sales Comparison Approach \$

110,000

Final Reconciliation The sales comparison approach is developed as the only logical method to value the subject property as it's the approach that directly reflects the actions of buyers and sellers. The cost and income approaches are inapplicable, as the subject is a vacant parcel that is maximally developed.

This appraisal is made ☒ "as is", or ☐ subject to the following conditions:

☐ This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.

Based upon an inspection of the subject property, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: \$ 110,000 , as of: 02/25/2017 , which is the effective date of this appraisal. If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.

ATTACH.

A true and complete copy of this report contains 22 pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report, which contains the following attached exhibits:

☒ Additional Comparables

☒ Valuation Addendum

☒ Definition of Market Value

☒ Limiting Conditions

☒ Appraiser's Certification

☒ USPAP Identification

☒ Additional Scope of Work

☒ Sketches & Map Exhibits

☒ Photographs & Location Map

☒ Appraiser's Qualifications

SIGNATURES

Client Contact: Mark Heydlauff

Client Name: City of Charlevoix

E-Mail: mgr@cityofcharlevoix.org

Address: 210 State St, Charlevoix, MI 49720

APPRaiser

Appraiser Name: Jeffrey L Kirby, SRA

Company: Michigan Appraisal Company, Inc

Phone: (231) 547-2238

Fax: (231) 547-4645

E-Mail: jkirby@michiganappr.com

Date of Report (Signature): 02/27/2017

License or Certification #: 1201000516

State: MI

Designation: SRA - Appraisal Institute

Expiration Date of License or Certification: 07/31/2018

Inspection of Subject: ☒ Did Inspect ☐ Did Not Inspect (Desktop)

Date of Inspection: 02/25/2017

SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)

Supervisory or Co-Appraiser Name:

Company:

Phone:

Fax:

E-Mail:

Date of Report (Signature):

License or Certification #:

State:

Designation:

Expiration Date of License or Certification:

Inspection of Subject: ☐ Did Inspect ☐ Did Not Inspect

Date of Inspection:

Client	City of Charlevoix	File No.	6465-CH
Property Address	Marion Center Rd		
City	Charlevoix	County	Charlevoix
		State	MI
		Zip Code	49720
Appraiser	Jeffrey L Kirby, SRA		

USPAP Identification

This Report is one of the following types:

☒ Appraisal Report

(A written report prepared under Standards Rule 2-2(a) , pursuant to the Scope of Work, as disclosed elsewhere in this report.)

☐ Restricted Appraisal Report

(A written report prepared under Standards Rule 2-2(b) , pursuant to the Scope of Work, as disclosed elsewhere in this report, restricted to the stated intended use by the specified client or intended user.)

Market Overview

Analysis of marketing is segregated into two components - exposure time and marketing time. Exposure time is a retrospective concept defined as: the estimated length of time that the property interest being appraisal would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal. Marketing time is the time that it takes an interest in real property to sell in the market subsequent to the date of an appraisal. This concept is concerned with current and future trends (forecasting) regarding supply and demand trends in the marketplace. When a market is perceived as improving, before and after the effective date of an appraisal, than the marketing period can be expected to be shorter than the exposure period. Conversely, if the market is believed to be softening, the exposure period would be shorter than the marketing period.

- Exposure Time

An opinion of reasonable exposure time is discussed and concluded below.
- Marketing Time

An opinion reasonable marketing time is a function of price, terms, use and anticipated market conditions. No request was made to provide a reasonable marketing time opinion. This process exceeds the normal information required for the appraisal process and would be treated as a separate process if requested or deemed necessary for a credible result. Further, this process is not to be confused with the neighborhood marketing time previously addressed. Marketing time, in this context, is the typical length of time properties in the subject neighborhood would be expected to be on the market prior to a sales agreement.

Reasonable Exposure Time

(USPAP defines Exposure Time as the estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal.)

My Opinion of Reasonable Exposure Time for the subject property at the market value stated in this report is:

6 to 12 months

As vacant land, the property is subject to different market influences than what is estimated for "marketing time" in the preceding market area analysis section. As a general basis for supporting an estimate of reasonable exposure time, reference is made to a 12-month overview of market conditions in the competitive market area. It is also necessary to consider seasonal market fluctuations in this northern Michigan climate. Real estate activity is most active during late spring and summer, while there is a slowdown during winter through early spring.

Additional Report Identification
(State mandated requirements & Appraisal Institute disclosure)

- State of Michigan

- Michigan law states that Real Estate Appraisers are required to be licensed and are regulated by the Michigan Department of Licensing and Regulatory Affairs, P.O. Box 30018, Lansing, Michigan 48909-7518. The signing appraiser is licensed by the Board of Real Estate Appraisers as a "Certified General Appraiser," Jeffrey L. Kirby; license #1201000516.
- Appraisal Institute

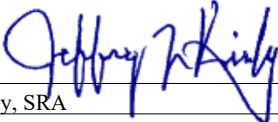
- As an Appraisal Institute member I certify that the reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.

- As an Appraisal Institute member I certify that the use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

- As a designated SRA Appraisal Institute member I certify that as of the date of this report, Jeffrey L. Kirby has completed the continuing education program of the Appraisal Institute.

APPRAISER:

Signature:



Name: Jeffrey L Kirby, SRA

SRA - Appraisal Institute

State Certification #: 1201000516

or State License #:

State: MI Expiration Date of Certification or License: 07/31/2018

Date of Signature and Report: 02/27/2017

Effective Date of Appraisal: 02/25/2017

Inspection of Subject: ☐ None ☒ Interior and Exterior ☐ Exterior-Only

Date of Inspection (if applicable): 02/25/2017

SUPERVISORY or CO-APPRAISER (if applicable):

Signature:

Name:

State Certification #:

or State License #:

State:

Expiration Date of Certification or License:

Date of Signature:

Inspection of Subject: ☐ None ☐ Interior and Exterior ☐ Exterior-Only

Date of Inspection (if applicable):

Definition of Market Value & Limiting Conditions

File No.: 6465-CH

Property Address:	Marion Center Rd	City:	Charlevoix	State:	MI	Zip Code:	49720
Client:	City of Charlevoix	Address:	210 State St, Charlevoix, MI 49720				
Appraiser:	Jeffrey L Kirby, SRA	Address:	1201 Bridge St, Charlevoix, MI 49720				

DEFINITION OF MARKET VALUE*: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- 1. buyer and seller are typically motivated;
- 2. both parties are well informed or well advised, and each acting in what he considers his own best interest;
- 3. a reasonable time is allowed for exposure in the open market;
- 4. payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- 5. the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale*.

Source: *The Dictionary of Real Estate, 4th edition, Appraisal Institute*

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgment.

STATEMENT OF ASSUMPTIONS AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

- 1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
- 2. The appraiser may have provided a plat and/or parcel map in the appraisal report to assist the reader in visualizing the lot size, shape, and/or orientation. The appraiser has not made a survey of the subject property.
- 3. If so indicated, the appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
- 4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
- 5. The appraiser has noted in the appraisal report any adverse conditions (including, but not limited to, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property, or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property, or adverse environmental conditions (including, but not limited to, the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
- 6. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
- 7. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice, and any applicable federal, state or local laws.
- 8. An appraiser's client is the party (or parties) who engage an appraiser in a specific assignment. Any other party acquiring this report from the client does not become a party to the appraiser-client relationship. Any persons receiving this appraisal report because of disclosure requirements applicable to the appraiser's client do not become intended users of this report unless specifically identified by the client at the time of the assignment.
- 9. Neither all nor any part of the contents of this report (especially any conclusions as to value, the identity of the appraiser or the firm with which he is connected, or any reference to the Appraisal Institute or to the MAI or SRA designation) shall be disseminated to the public means of communication without the prior written consent and approval of the undersigned.
- 10. Forecasts of effective demand for the highest and best use or the best fitting and most appropriate use were based on the best available data concerning the market and are subject to conditions of economic uncertainty about the future.
- 11. The signature(s) affixed to this report, and certification, were applied by the original appraiser(s) or supervisory appraiser and represent their acknowledgments of the facts, opinions and conclusions found in the report. Each appraiser(s) applied his or her signature electronically using a password-encrypted method. Hence these signatures have more safeguards and carry the same validity as the individual's hand-applied signature. If the report has a hand-applied signature, this comment does not apply.

Appraiser's Certification

File No.: 6465-CH

Property Address:	Marion Center Rd	City:	Charlevoix	State:	MI	Zip Code:	49720
Client:	City of Charlevoix	Address:	210 State St, Charlevoix, MI 49720				
Appraiser:	Jeffrey L Kirby, SRA	Address:	1201 Bridge St, Charlevoix, MI 49720				

APPRAISER'S CERTIFICATION: I certify that, to the best of my knowledge and belief:


1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
9. I did not base, either partially or completely, my analysis and/or the opinion of value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property, or of the present owners or occupants of the properties in the vicinity of the subject property.
10. Unless otherwise indicated, I have made a personal inspection of the interior and exterior areas of the property that is the subject of this report, and the exteriors of all properties listed as comparables.
11. Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).
12. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
13. This appraisal report was prepared in accordance with the requirements of XI FIRREA and any implementing regulations.

Client Contact:	Mark Heydlauff	Client Name:	City of Charlevoix
E-Mail:	mgr@cityofcharlevoix.org	Address:	210 State St, Charlevoix, MI 49720

APPRAISER

SUPERVISORY APPRAISER (if required)
or CO-APPRAISER (if applicable)

SIGNATURES



Appraiser Name: Jeffrey L Kirby, SRA

Company: Michigan Appraisal Company, Inc

Phone: (231) 547-2238 Fax: (231) 547-4645

E-Mail: jkirby@michiganappr.com

Date Report Signed: 02/27/2017

License or Certification #: 1201000516 State: MI

Designation: SRA - Appraisal Institute

Expiration Date of License or Certification: 07/31/2018

Inspection of Subject: ☒ Did Inspect ☐ Did Not Inspect (Desktop)

Date of Inspection: 02/25/2017

Supervisory or
Co-Appraiser Name: _____

Company: _____

Phone: _____ Fax: _____

E-Mail: _____

Date Report Signed: _____

License or Certification #: _____ State: _____

Designation: _____

Expiration Date of License or Certification: _____

Inspection of Subject: ☐ Did Inspect ☐ Did Not Inspect

Date of Inspection: _____

ADDENDA - Scope of Work, Descriptions & Valuation

File No. 6465-CH

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					

● SCOPE OF WORK ●

Client information provides the basis for determining the type and extent of research and analyses to include in the development of an appraisal. Assignment elements relevant to the appraisal of the subject property are as follows:

● Work Determination & Disclosure

It is the responsibility of the appraiser to demonstrate the work necessary to produce a credible assignment result. Initially, this process is planned based on client information and past experience from the appraisal of residential properties. The initial job request asked that a current appraisal be preformed, as is. I have used an industry standard Land Appraisal Report format. It was not necessary to alter the initial appraisal assignment as requested by the client.

I was able to obtain adequate information during the normal course of business regarding the subject and comparable data. The information reported is completed with the information sources deemed to be most reliable; unreliable data is disregarded. Comparable data was obtained from third-party sources, including but not limited to real estate professionals, in-house appraisal files, other appraisers, multiple listing services, county assessment records, township assessors and online resources.

Should there be any suspicion that an environmental condition defect may be present during inspection of the subject property, the client will be informed that a more intensive investigation may be warranted by a qualified professional regarding potential adverse conditions. With that being stated, any further investigation will be at the discretion of the client.

● FIRREA Certification Statement

The appraiser certifies and agrees that this appraisal was prepared in accordance with the requirements of Title XI of the Financial Institutions, Reform, Recovery, and Enforcement Act (FIRREA) of 1989, as amended (12 U.S.C. 331 et seq.), and any applicable implementing regulations in effect at the time the appraiser signs the appraisal certification.

● Competency Provision

I have spent sufficient time in the subject market and understand the nuances of the local market and the supply and demand factors relating to the specific property type and the location involved. Such understanding will not be imparted solely from a consideration of specific data such as demographics, cost, sales, etc. Furthermore, the necessary understanding of local market conditions provides the bridge between a sale and a comparable sale, and I regularly perform residential appraisal assignments within the market area of the subject property. Furthermore, our company subscribes to MLS services providing the most complete coverage of the subject marketplace.

● Property Address Information

The address and zip code information for the subject and comparable properties follow the standardized U.S. Postal Service (USPS) whenever possible. However, in some instances property addresses are not registered with the USPS web site service. When this occurs address information will make reference to the County Uniform Numbering Ordinance (CUNO). If the property is vacant land and there is not an assigned address, the lot number or parcel id number may be referenced.

● Map Reference

This input is intended for the Metropolitan Statistical Area (MSA) or Micropolitan Statistical Area (μSA) as established via U.S. Census Bureau. Because of low population within this northern Lower Peninsula region, known as northern Michigan, the subject is outside the MSA/μSA designation. The supplied map reference applies to the respective FIPS state; county; and city, township, or village identification numbers per U.S. Census.

● Special Assessments

It is noted that subject may have special assessments/taxes. This information is normally supplied within a title search and is not readily available for reporting purposes. Therefore, I have not verified or do I assume any liability as to their existence or type. It is an implied assumption that the subject has no special assessments based upon review of the tax information provided by published data bases; however it is recommended that the intended user of this report independently verify. Based on this reasoning the special assessment is reported as "Unknown."

● DESCRIPTIONS ●

The following additional comments are made relative to the subject information section of this report.

● Discussion of Tax Year & Taxes

Tax Exempt

● FEMA Clarification

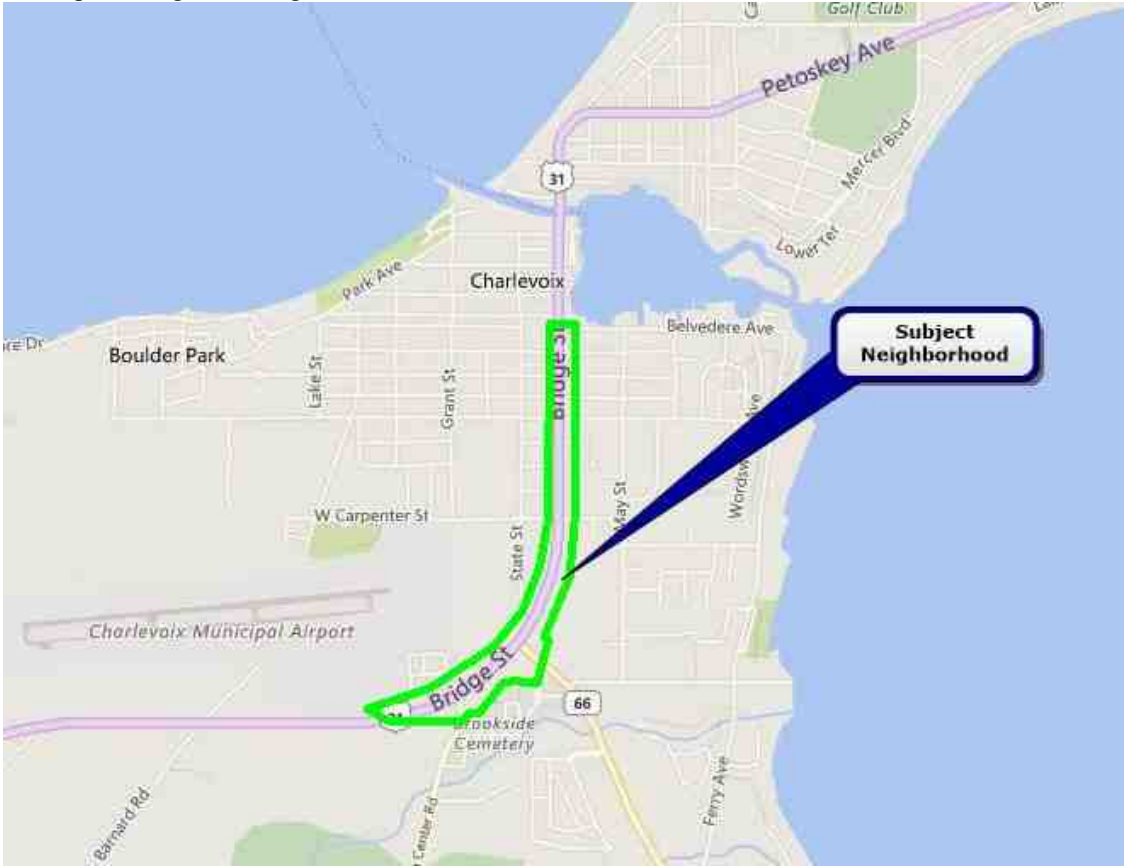
The City of Charlevoix is flood mapped and the FEMA flood map prepared by Interflood is attached as a map addendum. This map depicts the subject proximity, identifying the subject property as a Zone C flood area, an area that is non-prone to 100-year flooding.

ADDENDA - Scope of Work, Descriptions & Valuation File No. 6465-CH

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					

Market Area Description

The map below depicts the general neighborhood boundaries.



The previous description section identifies neighborhood characteristics, trends, housing price ranges and land uses within the highlighted map area.

Site Data

Expanded characteristics of the subject site are discussed as follows:

• Zoning

The City of Charlevoix has a zoning ordinance regulating land development. According to the available zoning ordinance the subject is zoned General Commercial (GC). This district is primarily designed for the purpose of accommodating retail and service establishments within the city. Basic area regulations for this district are referenced as follows:

Regulation Description for the GC District	Area
Minimum front yard setback	15 ft
Minimum rear yard setback	25 ft
Minimum side yard setback (interior / corner)	10 ft / 15 ft
Minimum lot coverage	N/A
Minimum lot area	20,000 sf
Minimum width	100 ft
Maximum building height	26 ft

Based upon cited area regulations the subject site parameters are legal conforming.

• VALUATION •

The following commentary is made relative to valuation of the subject property.

Sales Comparison Approach (SCA)

Identification of the competitive market area and reasoning for the adjustments applied are discussed as follows:

• Area Identification & Comparable Data Selection

The market area encompasses part of the Northern Michigan region of the Lower Peninsula that is not part of a Metropolitan or Micropolitan Statistical area due to low population. The area depends on tourism as its main industry, a popular tourist destination as well as a substantial influx of summer residents with second homes.

ADDENDA - Scope of Work, Descriptions & Valuation File No. 6465-CH

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					

Because of the extensive state and national forests, lakes and rivers, and a large portion of the Great Lakes' shoreline, this portion of the region constitutes an environment that is predominantly identified as rural. Within the counties of Antrim, Charlevoix and Emmet there are only three cities (Petoskey, Boyne City and Charlevoix) qualifying as urban by U.S. Census Bureau standards, population clusters of 2,500.

This particular market is a qualified small urban community, and given the general confines of comparable data coupled with the subject's unique physical characteristics (a commercial parcel fronting on three roads) searches for listings and sales of like properties resulted data with a wide array of differences. The data selected stood out as having the best level of comparability to the subject.

• **Sale Concessions**

All of the sales are typical market transactions, otherwise arms-length; These sales involved conventional financing or cash without sale concessions paid by the seller. Comps 5 & 6 are active listings. An adjustment of approximately 10% is deducted from their current asking prices. As a basis for market support, reference is made to median list-to-sale ratios within the competitive marketplace.

• **Date of Sale**

The sale dates of the selected comparable sales range from 90 days to 17 months, while the appraisal is made as of February 20, 2017. Analysis of market conditions does not indicate any definitive increase or decrease in market conditions for the time frame presented, as the trend for market conditions is concluded to be stable at this point in time.

• **Location**

There is not any need for adjustment as all of the comparables are zoned for commercial use and are identified to be competitive with respect to location.

• **Leasehold / Fee Simple**

The subject and all of the comparables are owned in fee.

• **Site Area**

The site area noted here is used as a basis for calculating the unit rate indication of value. As a result of interviews with real estate professionals who are involved in listing and selling real estate in this market area, properties are commonly exchanged with reference to the value increment per area of land.

When considering the area of the site, which is expressed in square feet of land area, and in this instance, all of the comparable sales are larger than the subject. Adjustments are applied to Comps 1-4 for size differences while Comp 5 is similar to the subject. As a basis for market support Comps 1 and 2 are paired and there is a 16% differential in price while Comp 2 is roughly three times larger than Comp 1. As such, rounded adjustments are applied to Comps 1-4 for differences in site area while Comp 5 is similar in this respect.

• **Frontage & Shape**

Although there are differences in the ratio of primary frontage the combination of the frontage/shape characteristics are considered to be offsetting in nature.

• **Exposure**

The subject and Comp 3 have corner influence while Comps 1, 2, 4 and 5 are interior sites. Upward adjustments are applied for inferior exposure, noting that Comp 5 is adjusted at a higher rate for only having exposure to US 31. Adjustments are applied at market direction.

• **Utilities**

No adjustments were necessary.

• **Sold-To-List Ratios**

The list price of the comparable sales are indicated here as well as the percentage relationship of the sale price to the listed price at the time of sale.

• **SCA Conclusion**

Comp 1 is the sale with the closest size relationship. Comp 3 is located along of same commercial corridor on the north side of town and is the sale that resulted the fewest adjustments and has similar corner influence. Overall, these sales are weighed equally at 30% each. Comps 2 and 4 are considered to be the next best indicators, which is attributed to their proximity to the subject while they receive a greater extent of adjustment and are given secondary weight on this basis; these sales are weighted at 20% each. Comp 5 is a competing listing offering a reasonable level of support to the value concluded.

Assessment Addendum

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					

Viewing Parcel Number: 052-234-033-10

Parcel Details

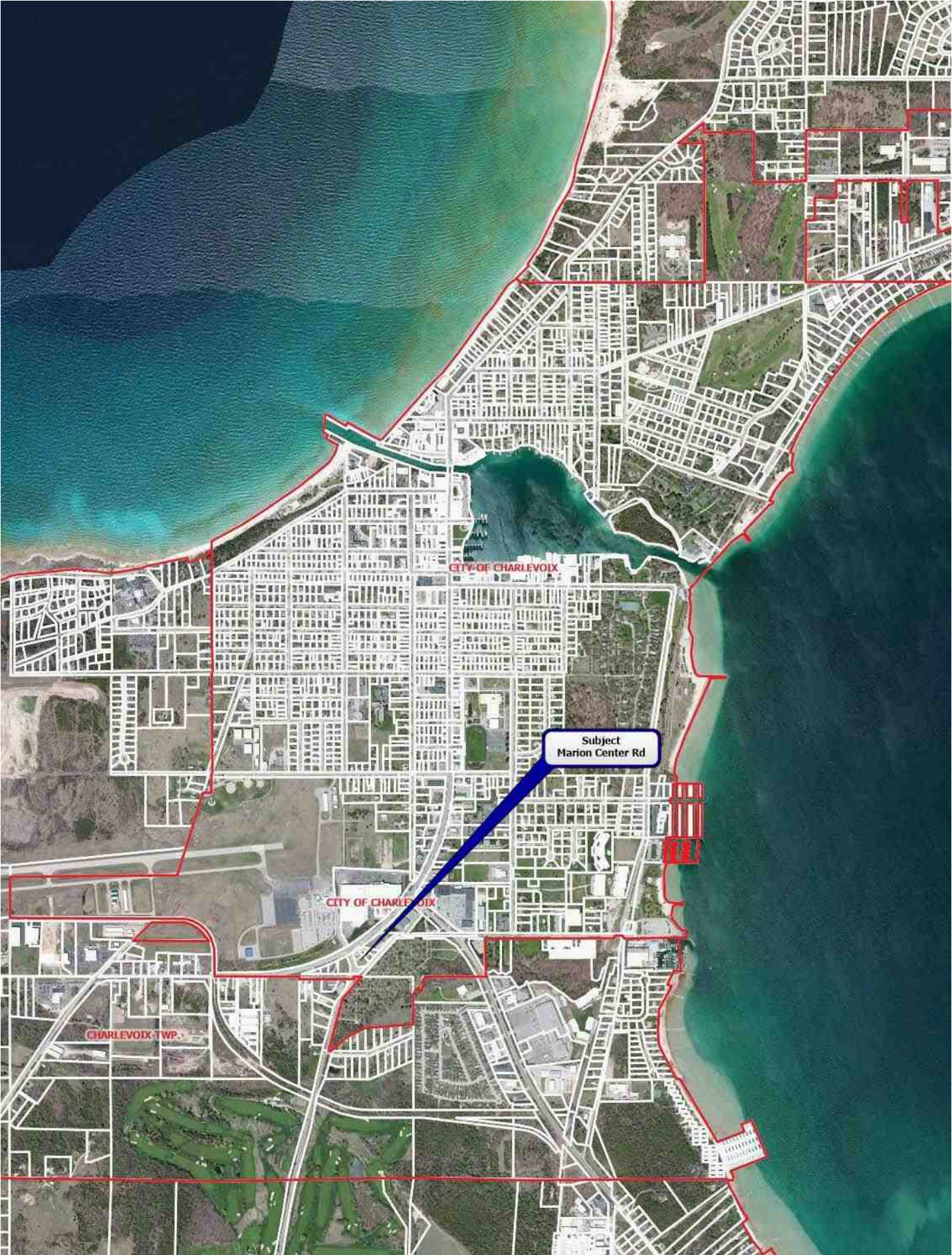
Property Address:	CHARLEVOIX, MI 49720
Owner Information:	CITY OF CHARLEVOIX 210 STATE ST CHARLEVOIX, MI 49720
Property Class:	703 - Exempt County, City, Twp
School District:	15050 - Charlevoix
P.R.E. Percentage:	0%
2016 SEV:	\$0
2016 Taxable Value:	\$0
2015 SEV:	\$0
2015 Taxable Value:	\$0

Legal Description

. 2002SP 01/2001 FRM 234-033-00 BEG NWLY LI MARION CENTER RD ON E&W1/4 LI SEC 34 T34N R8W N41DEG52'E AL RD LI 214.07FT N50DEG14'W 252.8FT TO SELY LI HWY US 31 SWLY AL HWY 209.4FT M/L TO PT ON 1/4 LI 986.8FT W OF E1/4 COR S 222.5 FT TO 1/4 LI E 235.49FT TO POB PT OF NE 1/4 SEC 34-34-8 SUBJ TO RD R/W AL 1/4 LIEX: COM AT E1/4 COR SEC 34 T34N R8W TH N89DEG17'14"W AL E&W 1/4 LI 737FT TH N 0DEG00'00"E 115.83FT TO INTER OF NLY LI OF STOVER RD & ELY LI OF MARION CENTER RD SD INTER BEING POB OF THIS DESC TH NWLY AL 471.07FT RAD CURV TO LFT 214.86FT (LONG CHD BEARS N15DEG53'31"W 213.01FT TH S49DEG24'52"E 247.58FT TH SWLY AL 196.66FT CURV TO RT DIST OF 139.72FT (LONG CHD BEARS S71DEG07'47"W 136.80FT TO POB BEING PT OF SE1/4 OF NE1/4 SEC 34 -34-8

Aerial Overview Map

Client	City of Charlevoix				
Property Address	Marion Center Rd				
City	Charlevoix	County	Charlevoix	State	MI Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA				



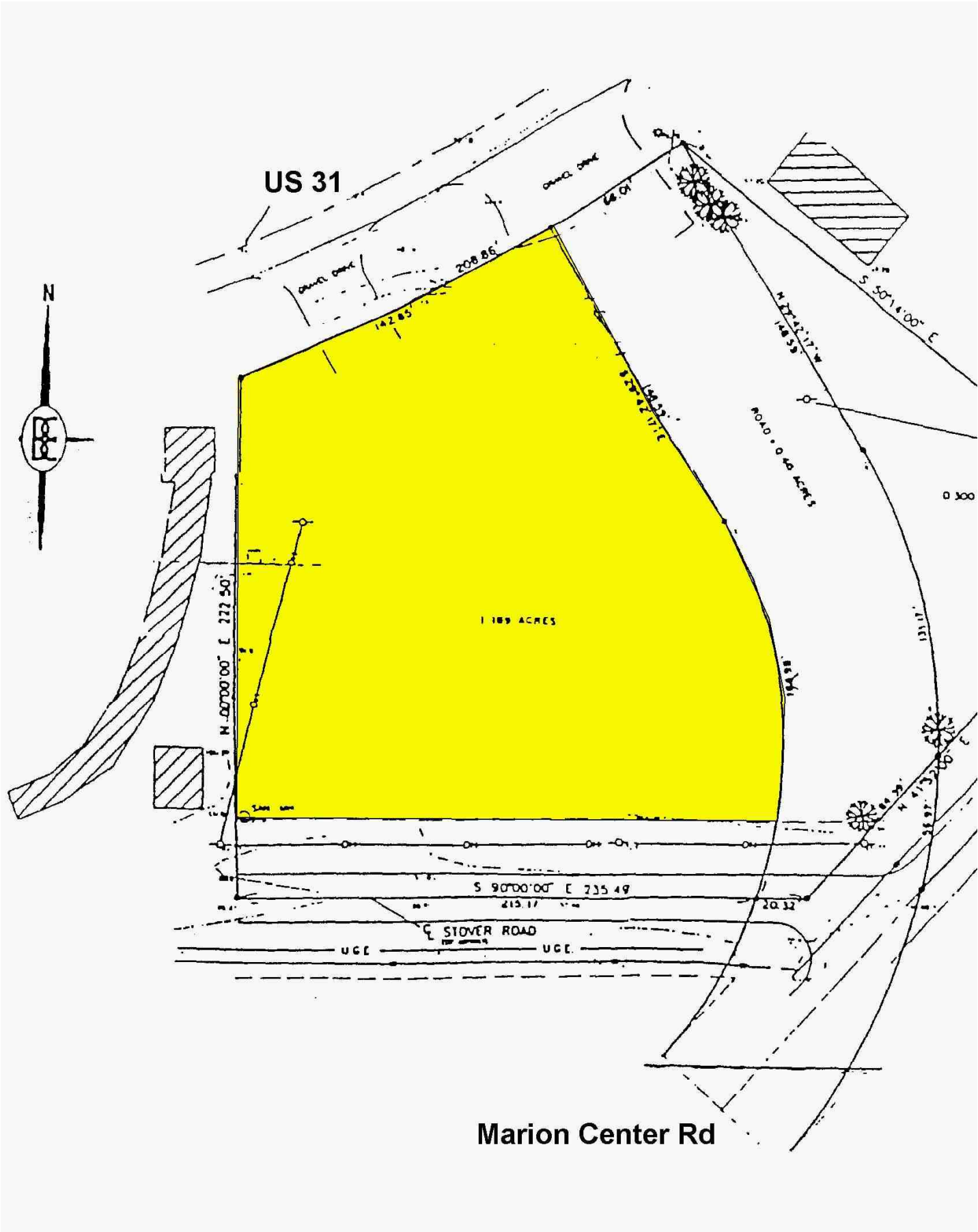
Aerial Site Map

Client	City of Charlevoix				
Property Address	Marion Center Rd				
City	Charlevoix	County	Charlevoix	State	MI Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA				



Survey Map

Client	City of Charlevoix				
Property Address	Marion Center Rd				
City	Charlevoix	County	Charlevoix	State	MI Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA				



Flood Map

Client	City of Charlevoix				
Property Address	1520 Bridge St				
City	Charlevoix	County	Charlevoix	State	MI
Appraiser	Jeffrey L Kirby, SRA			Zip Code	49720



Subject Photographs

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					



Facing South
Marion Center Rd



SW From Marion Ctr



US 31; Subject to Rt

Location Map

Client	City of Charlevoix				
Property Address	Marion Center Rd				
City	Charlevoix	County	Charlevoix	State	MI Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA				



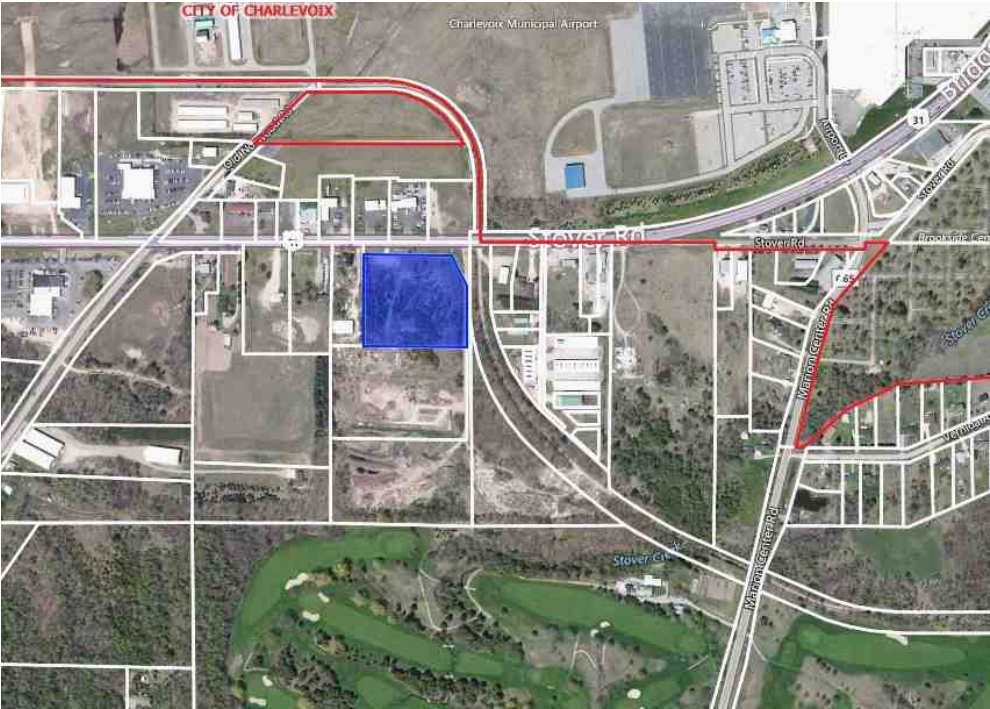
Comparable Photographs 1-3

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					



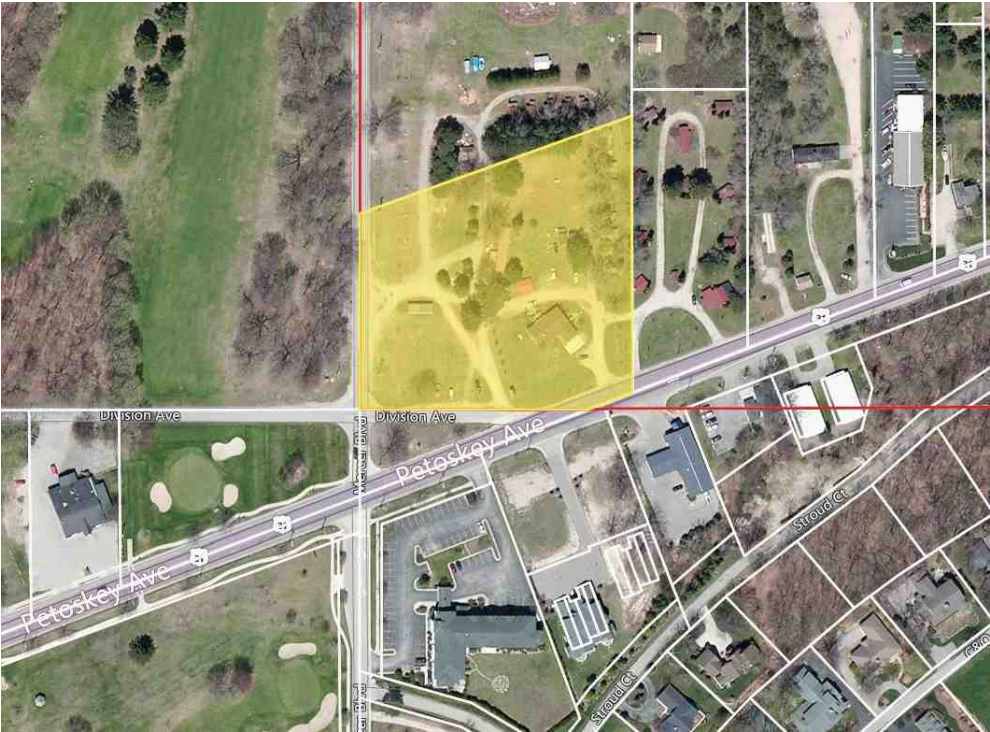
Comparable 1

6950 US 31 S	
Prox. to Subj.	0.26 miles W
Sales Price	119,000
Date of Sale	s03/16;c01/16
Site Area	68,120
Location	Commercial
Frontage (SF-to-FF)	170' (401:1 ratio)
Shape	Slightly irregular
Exposure	US 31
Utilities/Other	All customary
List	\$119,000;100%



Comparable 2

6850 US 31 S	
Prox. to Subj.	0.39 miles W
Sales Price	312,500
Date of Sale	s09/15;c04/15
Site Area	206,910
Location	Commercial
Frontage (SF-to-FF)	494' (419:1 ratio)
Shape	Slightly irregular
Exposure	US 31
Utilities/Other	All customary
List	\$399,000;78%

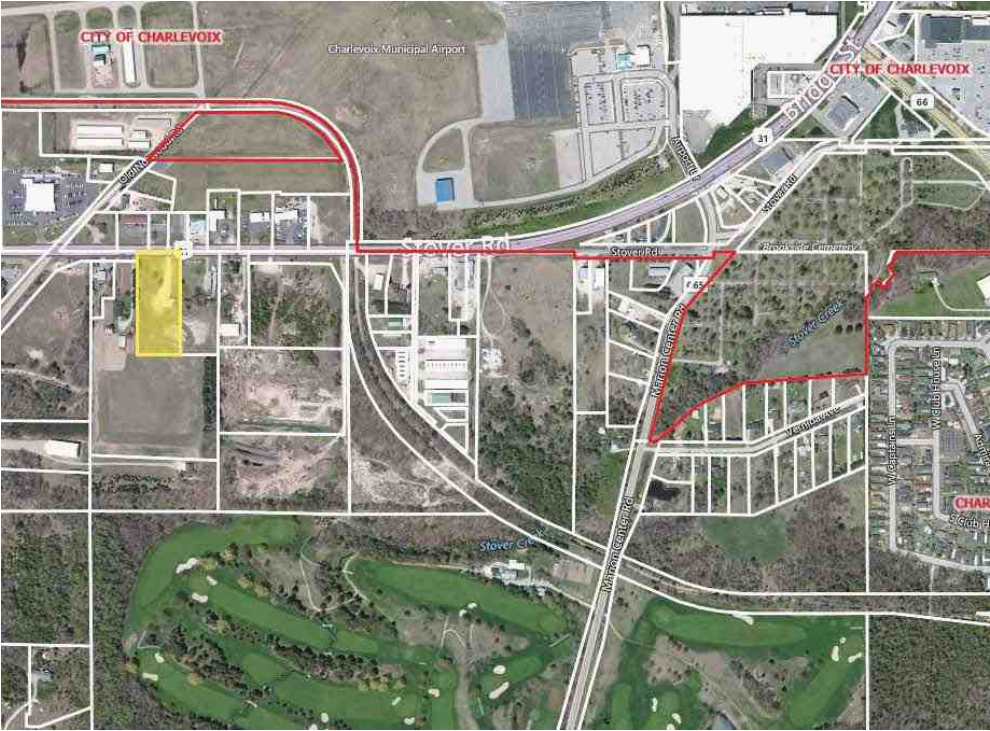


Comparable 3

12969 US Highway 31 N	
Prox. to Subj.	2.11 miles NE
Sales Price	450,000
Date of Sale	s10/15c10/15
Site Area	162,475
Location	Commercial
Frontage (SF-to-FF)	425' (382:1 ratio)
Shape	Slightly irregular
Exposure	US 31/Mercer
Utilities/Other	All customary
List	\$450,000;100%

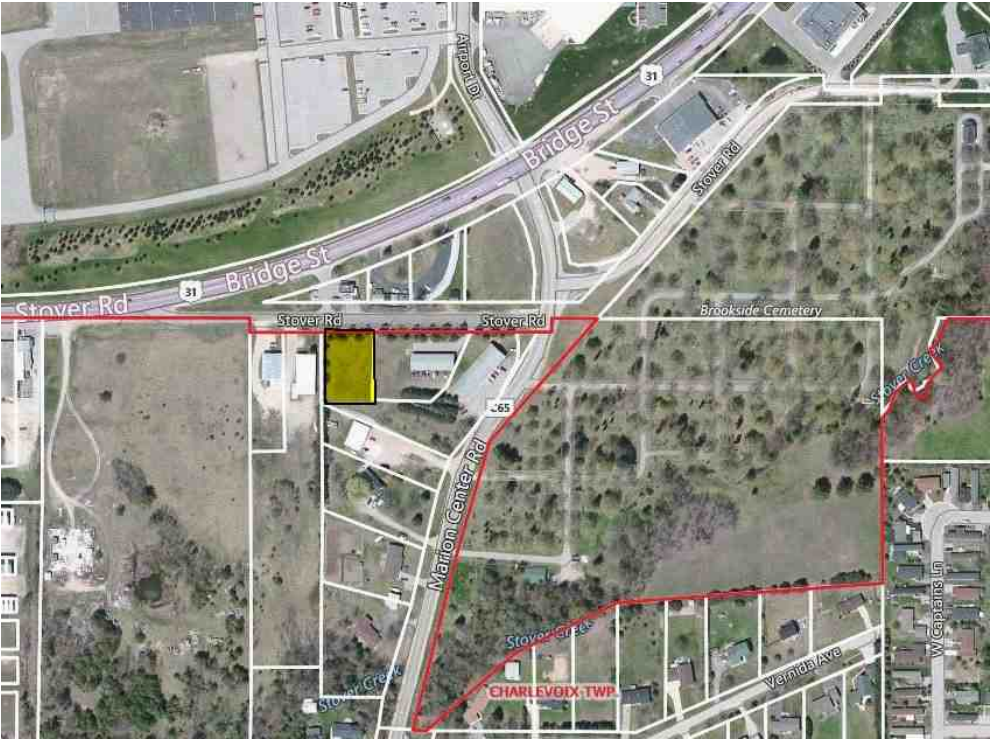
Comparable Photographs 4-6

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					



Comparable 4

6798 US 31 S	
Prox. to Subj.	0.52 miles W
Sales Price	157,500
Date of Sale	s11/16;c06/16
Site Area	103,680
Location	Commercial
Frontage (SF-to-FF)	216' (480:1 ratio)
Shape	Rectangular
Exposure	US 31
Utilities/Other	All customary
List	\$250,000;63%



Comparable 5

Stover Rd	
Prox. to Subj.	0.10 miles SW
Sales Price	49,900
Date of Sale	Active
Site Area	29,375
Location	Commercial
Frontage (SF-to-FF)	150' (198:1 ratio)
Shape	Slightly irregular
Exposure	Stover/US 31
Utilities/Other	All customary
List	N/A

Appraiser’s Qualifications

File No. 6465-CH

Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					

Jeffrey L Kirby, SRA
Real Estate Appraiser & Consultant
1201 Bridge St, Charlevoix, MI 49720
Website: www.michiganappr.com

Phone: 231.547.2238
Mobile: 231.675.6777
Fax: 231.547.4645
E-mail: jkirby@michiganappr.com

Experience

- Michigan Appraisal Company, Inc - President / Vice President (2007 - Present / 1991 - 2006)
- Certified General Appraiser - residential, land, commercial and industrial
- Michigan Appraisal Company, Inc - staff appraiser (1982 - 1991)
- Real Estate Broker - real estate appraisal assignments
 - Real Estate Salesperson - real estate appraiser trainee
- Torch Lake Township Assessor - Antrim County, MI (1983 - 1985)
- Responsible for maintaining property assessments
 - Maintenance of added parcels as well as new construction

Licenses / Voluntary Membership

- Michigan Certified General Appraiser, License #1201000516 (1991 - Present)
- Michigan Real Estate Broker, License #6501190276 (1985 -2001)
- Michigan Real Estate Salesperson, License #6501190276 (1982 - 1984)
- SRA Member of the Appraisal Institute (1992 - Present)
- RM Member of the American Institute of Real Estate Appraisers (1989 - 1992)
- Member of the National Association of Realtors (1988 - Present)
- Member of the Northern Michigan Board of Realtors (1988 - Present)
- Member of the Traverse Area Association of Realtors (1997 - 2004)

Appraisal Professional Service

- Chairperson on the RM Admissions Committee (1989 - 2000)
- Chairman of SRA Candidate Guidance Committee (1992 - 2000)
- Board of Directors Member - Appraisal Institute, Great Lakes Chapter (2007 - 2009)
- Chairman of SRA Associate Guidance Committee (2007 - 2009)

General Areas of Appraisal Assignments

Appraisals of all types of residential properties, condominium, vacant land, commercial, and industrial real estate. Residential assignments include single-family residential, multi-family and vacant residential development land. Appraisal assignments of commercial and industrial properties encompass a variety of existing facilities as well as vacant land tracts.

Specialty Appraisal Work

- Eminent Domain assignments for the Michigan Dept. of Transportation since 1989
- Eminent Domain assignments for the Aeronautics Division of MDOT since 2000
- Appraisal work for the Department of Natural Resources since 1989
- Appraisal work for the USDA Forest Service, Yellow Book standards since 2005
- Appraisal of conservation easements with the DNR and various conservancies
- Appraisal of condominium projects, land-locked properties, residential subdivisions, farms, hotels/motels, bar/restaurants, fast-food franchises, health care facilities, ski lodge, golf courses, railroad corridors, great lakes bottom lands, before and after diminution appraisal assignments, etc.

Appraisal Education

- AI Course I-A Real Estate Appraisal Principals (Michigan State University - 04/1980)
- AI Course 8 Residential Valuation (Michigan State University - 09/1980)
- AI Course I-A2 Basic Valuation Procedures (Michigan State University - 04/1982)
- AI Standards of Professional Practice (Farmington MI - 1986)
- AI Capitalization Theory & Techniques, Part A (Ohio State University - 08/1990)
- AI Capitalization Theory & Techniques, Part B (Ohio State University - 08/1990)
- AI Standards of Professional Practice, Part B (Grand Rapids, MI - 09/1992)
- AI Standards of Professional Practice, Part C (Flint, Michigan - 10/1997)
- AI Report Writing (University of North Carolina - 04/1998)
- AI Advanced Applications (University of North Carolina - 04/1998)
- AI Advanced Sales Comparison & Cost Approaches (St. Thomas - 07/2000)
- AI Residential Case Study (Michigan State University - 09/2003)
- AI Business Practices and Ethics (Flint, MI - 06/2008)
- AI Advanced Education Diagnostic Test (Online Prerequisite, 12/2013)
- AI Advanced Market Analysis and Highest and Best Use (Atlanta GA, 02/2013)
- AI General Appraiser Income Approach - Part I (San Diego CA, 06/2016)

Appraiser’s Qualifications

File No. 6465-CH

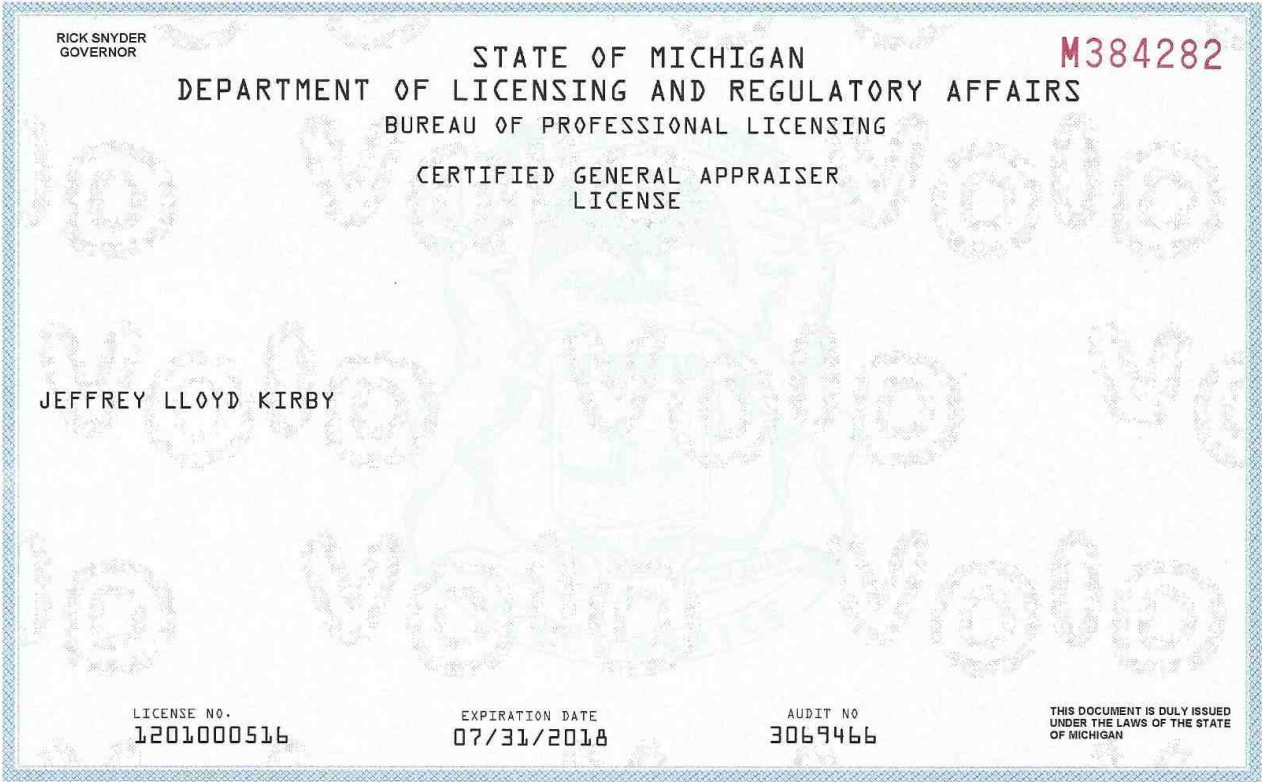
Client	City of Charlevoix					
Property Address	Marion Center Rd					
City	Charlevoix	County	Charlevoix	State	MI	Zip Code 49720
Appraiser	Jeffrey L Kirby, SRA					

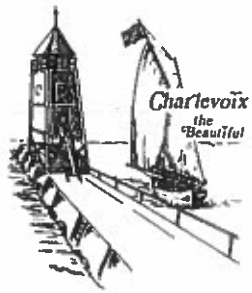
Appraisals Performed in the Following Counties

Alpena County	Allegan County	Antrim County *	Arenac County
Bay County	Benzie County	Charlevoix County *	Cheboygan County
Chippewa County	Clare County	Crawford County	Emmet County *
Grand Traverse County	Ionia County	Iosco County	Isabella County
Kalkaska County	Leelanau County	Luce County	Mackinac County
Manistee County	Marquette County	Menominee County	Midland County
Montmorency County	Oakland County	Oscoda County	Otsego County
Presque Isle County	Roscommon County	Tuscola County	Wayne County
Wexford County	* testified as expert witness in circuit and/or district court		

Partial Client List of Governmental Agencies

Department of Natural Resources	Michigan Dept. of Transportation	USDA Forest Service
US Postal Department	Grand Traverse Co Rd Commission	Grand Trav. Regional LC
Little Traverse Land Conservancy	Grass River Land Conservancy	City of Charlevoix
City of East Jordan	City of Petoskey	City of Harbor Springs
Bear Creek Township	Charlevoix Township	Marion Township
St. James Township	Peaine Township	





CITY OF CHARLEVOIX
1522 Bridge Street Property
Bid Opening at City Hall
May 22, 2017 – 10:00am

Bidder Name	Total Cost
Vezer Industrial Professionals Fairfield, CA	\$25,000
Lloyd Kelley Houston, TX	\$50,000

CITY OF CHARLEVOIX – SEALED BID
VACANT COMMERCIAL LOT
CORNER OF US 31 S & MARION CENTER RD

May 15, 2017

\$50,000 Bid

Proposal: Coffee Shop or Café

Purchaser:

LLOYD E. KELLEY
2726 BISSONNET, STE 240 PMB 12
HOUSTON, TX 77005

Please Contact: Lynn Robinson, Assoc Broker CBSR (231)547-4444
Buyer's Agent



INDUSTRIAL PROFESSIONALS

April 26th, 2017

Mark L. Heydlauff
City of Charlevoix
210 State Street
Charlevoix, MI 49720

RE: Property for Sale – 1522 Bridge Street – Marion Center Property Bid

Dear Mr. Heydlauff:

Please use this correspondence as my official bid for the above-mentioned property. I have recently purchased the Courtside Motel and would like to purchase the vacant lot directly behind.

My plan is to landscape the lot to tie in to the motel and enhance both properties. My plans include picnic areas for guests, a playground for children and a few much needed spaces for luxury RV's.

I realize that the corner of Marion Center and US 31 is very busy and I will make every effort to coordinate safe traffic flow as well as safe areas for my guests. I am currently gathering bids for painting the existing structure as well as landscaping so I can add to the already beautiful, "Charlevoix the Beautiful".

I hope you find my bid of \$25,000.00 appropriate and fair for the purchase of the property adjoin my motel.

Thank you for your consideration,



Frank Vezer

Owner

Vezer Industrial Professionals

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Set Public Hearing - Historic District Commission Ordinance

DATE: August 21, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

On behalf of the Historic District Commission, Commission Chair Ken Polakowski requested that their Statement of Purpose be expanded to include the investigation and nomination of properties to list in the National Register of Historic Places.

In order to approve this ordinance amendment, we will schedule a public hearing for the September 5th meeting and take final action to approve the ordinance at that time.

RECOMMENDATION:

Motion to set a Public Hearing regarding Ordinance No. 783 of 2017 for Tuesday, September 5, 2017 at 7:00 p.m. in Council Chambers.

ATTACHMENTS:

- ▣ Ordinance 783 of 2017

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Pillars for Brookside Cemetery Entrance

DATE: August 21, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

A local person wishes to anonymously donate new stone pillars for the M-66 entrance to Brookside Cemetery. The work would be completed by Sharrow Masonry of Charlevoix. This would replace existing stone veneer pillars and match the entrance off Marion Center Road. DPW Superintendent Pat Elliott has reviewed this plan and believes it would be a nice improvement for the cemetery. The City would not bear any of the costs for this improvement and there should be no long-term maintenance costs.

As you are aware, proposed donations first require Planning Commission review and consideration before the City Council considers them. The Planning Commission reviewed this donation during their meeting on August 14 and recommended Council approval. The Donation Acceptance Policy requires a Public Hearing be held on donations. Council could set a public hearing for September 5, 2017 or approve the donation on Monday without a Public Hearing. Given the nature of the donation and that is essentially replacing an existing structure with an improved and matching appearance, it might be advisable simply to give approval.

RECOMMENDATION:

Motion to set a Public Hearing for September 5, 2017 on accepting the donation of new pillars at Brookside Cemetery.

or

Motion to accept with thanks the donation of new pillars at Brookside Cemetery and authorize Sharrow Masonry and City Staff to make all necessary arrangements.

ATTACHMENTS:

- ▣ Cemetery Pillar Photos



Existing pillars: Marion Center Road Entrance



Stone veneer pillar at M-66



Existing pillars: M-66 Entrance



Page 63 of 78
Cut boulder pillar at Marion Center Road Entrance

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Airport Advisory Committee Appointment

DATE: August 21, 2017

PRESENTED BY: Joyce M. Golding, City Clerk

BACKGROUND:

Current Airport Advisory Committee member Ken Tough requested re-appointment. After advertising per the Volunteer Board and Committee Appointment Policy, no other applications were received for this position. This is a Council appointment with a two year term.

RECOMMENDATION:

Motion to reappoint Ken Tough to the Airport Advisory Committee, term expiring August 2019.

ATTACHMENTS:

- ▣ Application



**CITY OF
CHARLEVOIX**

**CITY OF CHARLEVOIX
VOLUNTEER BOARDS AND COMMITTEES APPLICATION**

Thank you for your interest in serving on a volunteer board, commission or committee. The purpose of this form is to provide the Mayor and City Council members with some information about residents considered for appointment. Your application will be kept active for six months and you will be contacted if you are chosen to serve.

<input checked="" type="checkbox"/> AIRPORT ADVISORY COMMITTEE	<input type="checkbox"/> HISTORIC DISTRICT COMMISSION	<input type="checkbox"/> SHADE TREE COMMISSION
<input type="checkbox"/> BOARD OF REVIEW	<input type="checkbox"/> HOUSING COMMISSION	<input type="checkbox"/> ZONING BOARD OF APPEALS
<input type="checkbox"/> COMPENSATION COMMISSION	<input type="checkbox"/> PLANNING COMMISSION	<input type="checkbox"/> OTHER _____
<input type="checkbox"/> DDA/MAIN STREET BOARD	<input type="checkbox"/> RECREATION ADVISORY COMMITTEE	<input type="checkbox"/> NO PREFERENCE

PLEASE PRINT

NAME: KENDALL J. TOUGH
 ADDRESS: 12175 CO. HAGG LANE
 HOME PHONE: NA CELL PHONE: 916-801-6342
 EMAIL: toughr@aol.com
 ARE YOU A REGISTERED VOTER IN THE CITY? YWP HOW LONG HAVE YOU LIVED IN THE CITY? SEVEN YRS
 HAVE YOU EVER BEEN CONVICTED FOR ANYTHING OTHER THAN A MINOR TRAFFIC VIOLATION? NO

EDUCATIONAL BACKGROUND: BACHELOR'S DEGREE WAYNE STATE UNIV -
GM: FLINT MANAGEMENT

PROFESSIONAL QUALIFICATIONS AND/OR WORK EXPERIENCE: USMC HELICOPTER CREW
CHIEF

COMMUNITY ACTIVITIES AND/OR OTHER EXPERIENCE: BOARD MEMBER DETROIT & EASTERN MI
BIZEN BUSINESS BUREAU -- BOARD MEMBER CALIFORNIA
HIGHWAY PATROL -- BERGMANN CENTER BOARD MEMBER

HAVE YOU SERVED ON A BOARD/COMMITTEE OR HELD A CIVIC POSITION IN THE PAST? IF YES, PLEASE EXPLAIN:

DO YOU FORESEE ANY POTENTIAL CONFLICTS OF INTEREST WHILE EXECUTING THE DUTIES OF THIS POSITION? IF YES, PLEASE EXPLAIN:
NO

REASON(S) YOU WISH TO SERVE: USER SATISFACTION COMMERCIAL /
PUBLIC

HAVE YOU REVIEWED THE CURRENT MEETING SCHEDULE OF THE BOARD/COMMITTEE AND CAN COMMIT TO REGULAR MEETING ATTENDANCE?

SIGNATURE: [Signature] DATE: 08/07/2017

RETURN APPLICATION TO THE CITY CLERK'S OFFICE:
 210 STATE STREET CHARLEVOIX, MI 49720 - FAX (231) 547-3617 - EMAIL clerk@charlevoixmi.gov

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: City Manager Comments

DATE: August 21, 2017

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

Goats

Later this month, John Campbell has arranged a meeting with the owners of a goat herd from downstate. It's possible they will begin munching away on weeds and overgrowth at Lake Michigan Beach and possibly Mt. McSaubas as well.

Redevelopment Ready Community Program

We have received our preliminary report from the MEDC's Redevelopment Ready Community Program. We'll be reviewing their findings and then they will provide a presentation to Council at some point this fall.

Medical Marihuana

I've included for your review a flyer from the Health Department of Northwest Michigan regarding the changes made earlier this year to the Medical Marihuana laws. They'll be doing a presentation here in Charlevoix at the library on September 8, 2017 at 9am.

State of the Community Luncheon

The Chamber of Commerce is hosting a State of the Community Luncheon on September 12 from 11:30-1:30. We have a table reserved for Council. Please RSVP to Linda Weller if you are interested in attending. Main Street Executive Director Lindsey Dotson is one of the featured speakers.

Wine Tasting in the Park

On August 25, Vezer International will be sponsoring a free concert in East Park. As part of this, they have also requested permission to do a wine tasting bar. Assuming they can work out the details for this, I'm prone to approve the request as the ordinance allows given that this is something we currently permit as part of our Farmer's Market. Vezer is one of the primary contractors working at St. Mary's Cement Plant.

ATTACHMENTS:

- ❑ Approved Airport Advisory Committee Minutes - June 29, 2017
- ❑ Approved Charlevoix Historic District Commission and Standing Historic District Study Committee Minutes - June 16, 2017
- ❑ Approved Charlevoix Historic District Commission and Standing Historic District Study Committee Minutes - July 14, 2017
- ❑ Charlevoix Housing Commission Minutes - May 16, 2017
- ❑ Charlevoix Housing Commission Minutes - July 10, 2017
- ❑ Medical Marihuana Information
- ❑ Shade Tree Commission Agenda - August 24, 2017

CITY OF CHARLEVOIX
AIRPORT ADVISORY COMMITTEE MEETING MINUTES
Thursday, June 29, 2017 — 10:00 a.m.
210 State Street, Charlevoix, MI

I. Call to Order

The meeting was called to order at 10:00 a.m. by Chair Tough.

II. Roll Call of Members Present

Chair: Ken Tough
Vice Chair: Scott Woody
Members Present: Shirley Gibson, Richie Gillespie, Don Seelye
City Staff: Mark Heydlauff, City Manager; Matt Wyman, Interim Airport Manager

III. Approval of May 11th, May 22nd, and April 24th AAC Meeting Minutes

Motion by Member Gibson, second by Member Seelye, to approve the May 11th, May 22nd, and April 24th AAC meeting minutes as presented. Motion passed by unanimous roll call vote.

IV. Inquiry Regarding Possible Conflicts of Interest

None.

V. Managers' Report

Interim Airport Manager Wyman reviewed the report and responded to inquiries.

VI. General Business/All Other Actions and Requests

a) Airport Advisory Chair Appointment

Chair Tough stated that effective today he was stepping down as Chairman and reverting to a Committee member position.

Motion by Member Tough, second by Member Gibson, to appoint Scott Woody as Chair. Motion passed by a 4 to 0 vote, with Member Woody abstaining from the vote.

City Manager Heydlauff thanked Ken Tough for his leadership over the last couple of years.

b) Fresh Air Overflow Parking

Interim Airport Manager Wyman explained that overflow parking was in the Waste Management area. There was also discussion regarding a small pad of concrete that the City owns abutting Highway 31, but due to logistics, shuffling cars onto 31 and parking in there, he would rather stay with the fenced inside area. He stated that Fresh Air was looking for 40 spaces at \$2,330 for this season which will be reviewed at the end of the year.

Motion by Member Gibson, second by Member Tough, to approve Fresh Air overflow parking proposal. Motion passed by unanimous roll call vote.

c) Minimum Standards Update

City Manager Heydlauff stated that the only substantive change was related to clarification of the way the parking matter was addressed in the Standards. He forwarded the Standards to the City Attorney for his review as well as Cliff Main. City Manager Heydlauff noted that the Standards would be scheduled for approval at the July 17th City Council.

d) Contract Bid Update

City Manager Heydlauff stated that he was working on a questionnaire for both respondents to obtain further clarification regarding the proposals.

e) Sutton Hangar Update

The hangar proposal was heard by the Planning Commission and would now be considered by City Council. Interim Airport Manager Wyman stated that Mr. Sutton was still planning to break ground this summer once all approvals were received. He stated that a small mounded septic system was approved for the project and the Planning Commission encouraged the City to look at installing sewer at the Airport so future hangars could hook up to the City's sewer system.

VII. Miscellaneous Business/Reports
None.

VIII. Public Comment Other Than Agenda Items

Don Exelby, Eaton Street, requested an update with respect to the voluntary noise abatement petition that Mr. Terrill presented to both City Council and the Committee. He said that he did not find much evidence that anything had been done. He recalled that the previous Airport Manager was initiating a "voluntary quiet hours program" and was going to have a comment form on the website for any complaints. He also recalled that signs were to be installed at the Airport to alert people that there was a curfew during night time hours. He noted that there was no communication to the 30+ people who signed the petition as to any action taken.

Chair Woody stated that for the record this Committee "can't do any of that, it's gone all the way up to Council". City Manager Heydlauff stated that the language is on the Airport's website and he read aloud the statement on the site which directed those disturbed by Airport noise to contact the Interim Airport Manager.

Member Gibson questioned if the constant drone of noise from skydiving planes bother him and Mr. Exelby stated that they do not normally fly between the hours of 11:00 p.m. and 7:00 a.m. Interim Airport Manager Wyman stated that the voluntary noise curfew is mentioned in the Airport Facilities Directory (AFD) and the Minimum Standards. He stated pilots would see the language, but the owners may not, therefore it was decided to post signage at the Airport. He stated that signs are being ordered and they will be installed.

IX. Adjournment

Motion by Member Seelye to adjourn the meeting. Meeting adjourned at 10:24 a.m.

Joyce Golding/fgm

City Clerk

Scott Woody

Chair

Joint Meeting of the
City of Charlevoix
Historic District Commission and the
Historic District Study Committee
Friday, June 16, 2017
Minutes

Ken Polakowski, Chair of the Historic District Commission, called the meeting to order at 11:00 a.m.

Present for the Historic District Commission: John Campbell, Kay Heise, David Miles, Kenneth Polakowski, Vicki Voisin, Hans Wiemer

Absent: Mary Adams

Present for the Historic District Study Committee: John Campbell, Hugh Mason, Kenneth Polakowski, Vicki Voisin, Paul Weston

Absent: Mary Adams, Jeannine Wallace

Also present: Lindsey Dotson, representing the Downtown Development Authority (DDA) and the Main Street Project and Debra Ball Johnson, representing the State Historic Preservation Office (SHPO.)

1) Roll Call

2) Approval of Agenda

A quorum was present, and the agenda was unanimously approved.

Motion made by John Campbell and supported by David Miles.

3) Inquiry Regarding Conflicts of Interest: None

4) Approval of Minutes

The minutes of the May 5, 2017 meeting were unanimously approved with the following corrections:

The spelling of Lindsey Dotson's name. (NOT Lindsay)

The last name of architect Rick Neumann. (NOT Hansart)

Motion made by Vicki Voisin and supported by David Miles.

5) New Business

- a. A presentation by Debra Johnson Ball focused on considering a segment of Bridge Street for National Register Historic District designation. Four prepared handouts were shared and discussed:

- Differences between a National Register Historic District and a Local Historic District.
- Defining Historic: Project Districts & Buildings
- Map of downtown Charlevoix with contributing resources identified
- Components of the Nomination

Should we decide to proceed, 50% of the affected property owners would need to agree, a letter of support from the City Council would be required, and our committee would need to provide the needed research and prepare the significance statement. Ms. Johnson offered the assistance of SHPO to prepare the nomination.

6) Old Business

None

7) Next Meeting Date

July 14, 2017 at 11 a.m. in the First Floor Conference Room.

Issues to be discussed include whether or not we will seek a National Register Historic Register designation for a portion of Bridge Street and whether or not we will purchase historic district signs for our two current local historic districts.

8) Adjournment

The agreement to adjourn was unanimously approved. Motion made by John Campbell and supported by Hugh Mason. Meeting adjourned at 12:15 p.m.

Submitted by: Kay Heise

Page 2 of 2

Joint Meeting of the
City of Charlevoix
Historic District Commission and the
Historic District Study Committee
Friday, July 14, 2017
Minutes

Ken Polakowski, Chair of the Historic District Commission, called the meeting to order at 11:10 a.m.

Present for the Historic District Commission: John Campbell, Kay Heise, David Miles, Kenneth Polakowski, Hans Wiemer
Absent: Mary Adams, Vicki Voisin

Present for the Historic District Study Committee: John Campbell, Hugh Mason, Kenneth Polakowski, Paul Weston
Absent: Mary Adams, Vicki Voisin, Jeannine Wallace

1) Roll Call

2) Approval of Agenda

A quorum was present, and the agenda was unanimously approved.
Motion made by John Campbell and supported by David Miles.

3) Inquiry Regarding Conflicts of Interest: None

4) Approval of Minutes

The minutes of the June 16, 2017 meeting were unanimously approved.
Motion made by David Miles and supported by John Campbell.

5) New Business: None

6) Old Business

a. Discussion on National and State Historic Places

Ken Polakowski presented a printed copy listing the 24 properties and districts in Charlevoix County currently listed on the National Register of Historic Places and the 17 sites in Charlevoix County currently listed as Michigan State Historic Sites.

General discussion of the possibilities of listing and placing plaques on individual historic buildings and places around Charlevoix ensued. Discussion ended with a request that Ken Polakowski first speak with the City Manager about the committee's future responsibilities and charge, and second, that he speak with Debra Ball Johnson from the State Historic Preservation Office (SHPO) about the nomination process for individual building designations.

7) Next Meeting Date

August 11, 2017 at 11 a.m. in the First Floor Conference Room.

8) Adjournment

The agreement to adjourn was unanimously approved.
Motion made by John Campbell and supported by David Miles.
Meeting adjourned at 11:50 p.m.

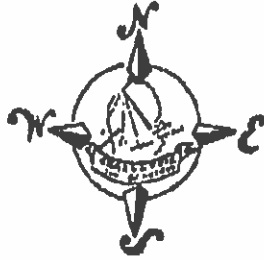
Submitted by: Kay Heise

CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.

CHARLEVOIX, MICHIGAN 49720

(231) 547-5451



PROJECT
PINE RIVER PLACE

Regular Meeting Minutes

May 16, 2017

A Regular Meeting of the Charlevoix Housing Commission was called to order by President Crandall at 2:00 pm at Pine River Place, 210 West Garfield, Charlevoix, Michigan.

PRESENT: Lillian Left, Joan Buday, Paul Stephan, Laurie Crandall
ABSENT: none
OTHERS: Julie Waterman, Executive Director
 Brad Waterman, Maintenance Supervisor
 Cindy Morris, Administrative Assistant
 Marlo Stoneham, May Novotny-Moore, Barb Evans, Marianne Coppens and Dee Balyo -
 all residents of Pine River Place

Additions to the Agenda: Julie Waterman added a New Business Item – Resolution Approving Write-Off of Uncollectible Debt

Approval of Meeting Minutes and Bills:

President Crandall asked if there were any corrections or additions to the minutes from the April annual meeting or questions on the April bills. Joan Buday asked why there are two payments for payroll services on the same day. Julie explained that it was an error on the payroll company's part and that we are not charged on the payroll date of 5/17/17 to make up for the error. Joan Buday asked what Protective Services were (on the Statement of Operating Receipts and Expenditures). Julie explained that the board asked to have the fee accountant put the contract costs for Critical Signals Technologies in that category when the budget was done. Paul Stephan asked what Simplex was. Simplex is the company that monitors the fire suppression and fire alarm systems. A motion to approve the minutes from the April annual meeting and the April bills was made by Joan Buday and seconded by Paul Stephan.

Yes: Left, Buday, Stephan, Crandall

No:

Abstentions:

Absent:

Executive Directors Report: Executive Director Julie Waterman presented the March financial reports and explained that the April reports were not available from the fee accountant as of yet. Laurie Crandall asked that Julie express to the fee accountant that the board is unhappy about this. Paul Stephan asked why the gas bill was \$9,000.00 over-budget for last year. Julie will pull the gas bills and take a look. Joan Buday asked about the cable TV bill. There are a couple TVs that are not in units – the laundry room and the community room. (There was another question on the March financial report...see the above section for that question.) Pine River Place is 100% occupied at this time. Julie will be providing an additional report to the board monthly called Report of Tenants Accounts Receivable (TARs). This way the board is aware if there is any unusual or substantial monies due from

any residents or former residents. Julie is working with the energy services company to get new refrigerators. This is a separate program and not part of the Energy Performance Contract. The next "Coffee with Julie" meeting will be June 14th. Window washing will be July 10th. The camera server has been replaced with a new one. Julie gave details on the conference she and Cindy attended May 3rd through the 5th. REAC inspection will be June 5th. The annual financial audit will be June 7th. Brad had a meeting on April 19th for residents to answer questions on the upcoming REAC inspection.

Old Business:

None

New Business:**Inventory Removal – Utility Trailer:**

The 5' x 8' utility trailer purchased in 1996 has become unusable. A new one has been purchased. A resolution is required to remove this item from the inventory list. Julie Waterman read the proposed resolution. Lillian Left made a motion to approve resolution 2017-07 to remove from inventory and dispose of the 5' x 8' utility trailer purchased in 1996. Paul Stephan seconded the motion.

Yes: Left, Buday, Stephan, Crandall

No:

Abstentions:

Absent:

Write-Off of Uncollectible Debt:

There is \$239.80 of monies owed to the housing commission from a former resident who did not leave a forwarding address. It would cost more in time and attorney fees to attempt to collect this amount. A resolution is required to write-off this uncollectible debt. Julie Waterman read the proposed resolution. Joan Buday made a motion to approve resolution 2017-08 to write-off the uncollectible debt of \$239.80. Lillian Left seconded the motion.

Yes: Left, Buday, Stephan, Crandall

No:

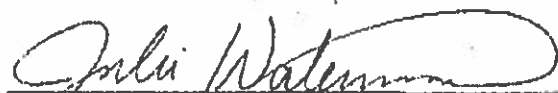
Abstentions:

Absent:

Public Comment:

President Crandall asked if there were public comments. There were no public comments. With no public comments, President Crandall closed the meeting to public comments.

Adjournment: The meeting adjourned at 2:53 pm. The next meeting will be held Tuesday, June 20, 2017 at 2:00 pm in the Pine River Place Community Room located at 210 W. Garfield in Charlevoix. Telephone 231-547-5451. Email info@chvxhousing.org.


Submitted by: Julie Waterman, Executive Director

May 18, 2017

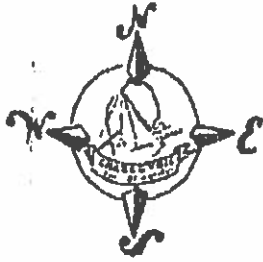
Approved by: Laurie Crandall, Board President

CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.

CHARLEVOIX, MICHIGAN 49720

(231) 547-5451



PROJECT
PINE RIVER PLACE

Special Meeting Minutes
July 10, 2017

A Special Meeting of the Charlevoix Housing Commission was called to order by President Crandall at 1:00 pm at Pine River Place, 210 West Garfield, Charlevoix, Michigan.

PRESENT: Left, Buday, Stephan, Crandall

ABSENT:

OTHER: Julie Waterman, Executive Director
Brad Waterman, Maintenance Supervisor
Cindy Morris, Administrative Assistant
Clarence Peters, resident of Pine River Place

New Business:

Quote for Addressable Devices for Fire Alarm System –

Julie Waterman presented a quote from the company SimplexGrinnell in the amount of \$19,340.00 to upgrade the fire alarm system to include addressable devices. This will allow for a more precise diagnostic in order to locate a specific area in the event of a fire. Brad Waterman discussed the system in more detail.

Joan Buday made a motion to approve the quote of \$19,340.00 to upgrade the fire alarm system to addressable devices. Lillian Left seconded the motion.

Yes: Left, Buday, Stephan, Crandall

No:

Abstentions:

Absent:

Public Comment – None

Adjournment – The meeting was adjourned at 1:05 pm.


Submitted by: Julie Waterman, Executive Director

July 10, 2017

Approved by: Laurie Crandall, Board President



SAFE in Northern Michigan

A multiagency collaborative that exists to prevent youth substance use, increase community awareness and create change through collaboration, education, prevention initiatives and environmental strategies of tobacco, alcohol and other substance use in Antrim, Charlevoix and Emmet counties.

August 10, 2017

As leaders in the community, you experience firsthand the difficulties of establishing guidelines for the communities in which you live. With so many regulations and new issues being introduced on a daily basis, it is hard to stay ahead of the game.

As Michigan is in the crosshairs for legalization of recreational marijuana, along with our current Medical Marijuana regulation, it is even more important to be able to differentiate facts from fiction. The Michigan Medical Marijuana Facilities Licensing Act (Public Acts 281, 282 & 283) have brought with them the need for detailed legal answers, which are often difficult to find. Please see the backside of this letter for description of the Michigan Medical Marijuana Facilities Licensing Act, PA 281, 282 & 283.

Ken Stecker, Traffic Safety Resource Prosecutor, Prosecuting Attorneys Association of Michigan, is Michigan's leading legal expert on PA 281, 282 & 283 and will interpret the new laws and answer questions related to your roles as policy makers and leaders in the community as it relates to medical marijuana in Michigan.

SAFE in Northern Michigan will be hosting *An Update on Medical Marijuana in Michigan* by Ken Stecker on September 8th, 2017 in both Charlevoix and Petoskey. The presentations will contain duplication information and it is not necessary to attend both.

An Update on Medical Marijuana in Michigan by Ken Stecker Presentation:

Charlevoix Public Library
220 Clinton St, Charlevoix, MI
September 8, 2017
9:00 am- 11:00 am

Petoskey Public Library
500 E Mitchell St, Petoskey, MI
September 8, 2017
1:00 pm- 3:00 pm

Even if you have attended prior presentations, we highly recommend you attend one of the two presentations offered to affirm your knowledge on this legislation.

The objective of this session is to present the legalities of the Michigan Medical Marijuana Facilities Licensing Act—legislation that will go into effect in December 2017.

We hope you will be able to attend this seminar and find the information useful in your decision making. Please feel free to distribute this invitation to those professionals in law enforcement, prevention, treatment, healthcare, and local government officials.

Please register online at <http://safeinnm-kenstecker.eventbrite.com?s=77713915> by September 6, 2017.

Sincerely,

Nichole Flickema
n.flickema@nwhealth.org

SAFE in Northern Michigan
3434 M-119, Suite A, Harbor Springs, MI 49740



Medical Marihuana Facilities Licensing Act

Introduction

On September 21, Governor Snyder signed a package of bills (2016 PA 281-283) that significantly expand the types of medical marihuana facilities permitted under state law, and establishes a licensing scheme similar to the scheme for liquor licenses. Notably, these bills do not require a state license to operate as a primary caregiver under the Michigan Medical Marihuana Act, nor do they allow municipalities to prohibit operation as a primary caregiver. The existing regulatory scheme regarding primary caregivers remains in effect.

Requirements under the new Act

Among other things, the legislation:

1. Legalizes the medical use of marihuana-infused products, commonly known as “edibles,” for purposes of state law.
2. Creates the Medical Marihuana Licensing Board within the Michigan Department of Licensing and Regulatory Affairs (LARA) to issue licenses for various medical marihuana facilities.
3. Requires an annual license for any of the following entities to operate a marihuana facility:
 - Growers—licensees that cultivate, dry, trim, or cure and package marihuana for sale to a processor or provisioning center. Registered patients and primary caregivers who lawfully cultivate marihuana in the quantities and for the purposes permitted under the Medical Marihuana Act are not considered “growers” under the new legislation.
 - Processors—licensees that purchase marijuana from a grower and extract resin from the marijuana or create a marijuana-infused product for sale and transfer in packaged form to a provisioning center.
 - Provisioning centers—licensees that purchase marihuana from a grower or processor and sell, supply, or provide marihuana to patients, directly or through the patient’s caregiver.
 - Secure transporters—licensees that store marihuana and transport it between marihuana facilities for a fee.
 - Safety compliance facilities—licensees that receive marihuana from a marihuana facility or primary caregiver and test it for contaminants and other substances.
4. Allows municipalities to choose whether to allow any of these marijuana facilities within their jurisdictions. If the municipality takes no action, none of the facilities are allowed. A municipality that wishes to allow these facilities must enact an ordinance explicitly authorizing them.
5. Authorizes municipalities to charge an annual fee of up to \$5,000 on licensed marihuana facilities to defray administrative and enforcement costs.
6. Authorizes municipalities to adopt ordinances relating to marihuana facilities within their jurisdiction, including zoning ordinances.
7. Prohibits municipalities from imposing regulations regarding the purity or pricing of marihuana or interfering or conflicting with statutory regulations for licensing marihuana facilities.
8. Requires municipalities to provide to the Medical Marihuana Licensing Board within 90 days after notice that a license application was filed: (a) a copy of any ordinance authorizing the marihuana facility, (b) a copy of any zoning regulation applicable to the facility, and (c) a description of any previous medical-marihuana related ordinance violation.
9. Exempts from FOIA disclosure any information a municipality obtains in connection with a license application.
10. Requires the state to establish a “seed to sale” computer tracking system to compile data regarding marihuana plants throughout the chain of custody from grower to patient. The system will be able to provide this data in real-time to local law enforcement agencies.

This publication was written by the law firm of Dickinson Wright.

Meeting Agenda
Charlevoix Shade Tree Commission
Second Floor Conference Room, City Hall
210 State Street, Charlevoix, Michigan
August 24, 2017, 11:00am

1. Roll Call
2. Inquiry Regarding Possible Conflicts of Interest
3. Approval of July 6, 2017 Meeting Minutes and August 8, 2017 Work Session Minutes
4. Old Business
 - a. Finalize 2017 Tree Planting List
5. New Business
 - a. Munchers on Hooves Discussion
 - b. Lake Michigan Beach Park RFP
6. Public Comment
7. Adjourn

CHARLEVOIX CITY COUNCIL

Other Council Business

TITLE: Closed Session: City Manager Performance Review

DATE: August 21, 2017

BACKGROUND:

During Council's Closed Session on August 7, you requested additional information from HR Assistant DeRosia in order to complete my evaluation. Pursuant to my right under the Open Meetings Act, I request Council enter Closed Session to complete my annual performance evaluation.

RECOMMENDATION:

Motion to enter Closed Session for the purpose of conducting a performance evaluation at the request of the employee (MCL 15.268 Section 8(a)).