



AGENDA
CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING
Monday, October 4, 2021- 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
 - A. Pine River Channel Northside Planting Donation
Leilani Durbin and Todd Wyett
 - B. Autumn Recreation Department Update
Kent Knorr, Recreation Director
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - September 20, 2021
 - B. Accounts Payable and Payroll Check Registers
 - C. 2021 Right of Way Tree Planting for \$34,645
 - D. 2021/22 City Garbage Pick Up Contract
- 6. Public Hearings and Actions Requiring Public Hearings**
- 7. All Other Actions and Requests**
 - A. City Marina Fees 2022
Kent Knorr, Recreation Director
- 8. Reports and Communications**
 - A. Public Comment
 - B. City Manager's Comments
 - C. Mayor and Council Comments
- 9. Other Council Business**
- 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: Pine River Channel Northside Planting Donation

DATE: October 4, 2021

PRESENTED BY: Leilani Durbin and Todd Wyett

BACKGROUND:

Silver Linings Charlevoix, who successfully raised funds and planned the lighting of the bridge several years ago, is proposing to install native plantings and landscaping along the north side of the Pine River Channel. They have been soliciting feedback and input from various groups and want to update Council on this idea before seeking a formal review by the Planning Commission and final approval by Council.

ATTACHMENTS:

▣ Presentation

Channel Park

Vision & Timeline

2014- Vision of flowers in flower boxes hanging from railing along channel- Todd Wyett
The vision didn't gain traction and was dropped in 2020.

2021- Vision of north side of the channel being developed into a park. From the Weathervane Restaurant to the pier this city owned land is currently underutilized, unmanicured and ignored.

Working with the concept, Mr. Wyett laid out, of flowers and color welcoming people into our channel/city, Silver Linings Charlevoix (SLC) envisioned the overgrown and unmanicured embankment along the channel being developed into a city park. Channel Park will become a calling card to the public, and especially boaters, from all around to visit our great city. Channel Park will be in full view of the ChannelCam operated by CharlevoixCam. CharlevoixCam was recently awarded top 25 most interesting webcams in the world by Earthcam. Developing this city asset as our gateway along the channel will boost revenue, increase our pride of ownership and benefit our way of life in Charlevoix the Beautiful.

With the team of Landscape Logic, Little Traverse Bay Band Of Odawa Indians (LTBBOI), Todd Wyett and SLC, a design draft was created.

The design for the park incorporates waves of color, patio areas for sitting and gathering to watch boats travel through the channel and watching the sunset. In addition, patios on the top tier of the park on Pine River Lane for people to enjoy their lunch and/or a drink with a great view and shade trees.

Steps were taken to use native flowers, bushes and trees from a list LTBBOI recommended and would thrive in a windy sandy location. We will also be addressing and securing this stretch of city owned land from erosion.

We are committed to not having much signage in the park. We currently plan for small educational signs about the plants that will blend in with the landscaping. Any plaques would be similar in nature to the ones we have in East Park that are bronze plaques on rocks. Nonintrusive in nature so the park is what stands out.

The first 2-3 years will be labor intensive as plants grow in and mature. There will be need for weeding and mulch until plantings fill in. After that labor is expected to be spring and fall cleanups. This plan includes 10 years of maintenance.

Channel Park is an approximately \$700,000 gift to the city. A fund will be set up at C3f to assist with future expenses.

9.2021- DRAFT INTRODUCED TO DIFFERENT COMMITTEES FOR INPUT

Shade Tree and Parks Committee: received their support

Homeowners Pine River Lane: requested changes and we made all of them

DDA: received their support

10.2021- DRAFT INTRODUCED TO DIFFERENT CITY ENTITIES FOR INPUT.

City Council introduction Oct 4, 2021:

Planning Commission Oct 11, 2021:

10.2021

CHARLEVOIX CITY COUNCIL

Presentations

TITLE: Autumn Recreation Department Update

DATE: October 4, 2021

PRESENTED BY: Kent Knorr, Recreation Director

BACKGROUND:

Recreation Director Kent Knorr will highlight some of our successes, challenges, partnerships, grants, and recreation trends. We will also preview some of the exciting new programs and opportunities for Winter and 2022.

ATTACHMENTS:

- ▣ Presentation Power Point

Autumn Report and Updates

Kent Knorr, Recreation Director



CITY OF CHARLEVOIX
**Recreation
Department**

Charlevoix Recreation

The Places

- Ferry Beach Park
- Michigan Beach Park
- Depot Beach Park
- East Park
- Charlevoix Golf Course
- City Marina
- Mount McSaubia Ski Hill and Day Camp
- Elm Street Tennis and Pickle Ball Courts
- Carpenter Street Ball Fields
- Pavilions
- Skate Park
- Rotary Park
- Bike Trails and Routes
- Playgrounds



Charlevoix Recreation

The Programs and Activities

- Tennis
- Golf
- Walking
- Bird Watching
- Playgrounds
- Snowboarding
- Ice Skating
- Skiing
- Skateboarding BMX
- Scooters
- Day Camp
- Ski School
- Snow Shoeing
- Hiking
- Biking



Charlevoix Recreation

The Programs and Activities Continued

- •Pickle Ball
- •Fishing
- •Swimming
- •Cross Country Skiing
- •Boating
- •Kayaking
- •Venetian Games
- •Picnics
- •Tee Ball
- •Little League
- •Flag Football
- •Adult Softball
- •Adult Volleyball
- •So Much More



Summer 2021 Accomplishments



Summer 2021 Accomplishments Camp McSauba

528 Children Attended Camp this
Summer over the course of 8 weeks

Meredith May-Camp Director



Summer 2021 Accomplishments

Camp McSauba



- We are Certified by Licensing and Regulatory Affairs
- Staff Training included increased emphasis on professionalism- communication, leadership, empathy, interactive skills, and work ethic. All staff completed at least 40 hours of training, plus weekly in-service trainings.
- All but two of our staff were certified lifeguards.



Summer 2021 Accomplishments Camp McSauba

Benefits according to our parent survey:

Being Outside! 100%
Building Self Confidence!
Making Friends!
Learning Cooperation!
Learning Independence!
Interaction with Peers and Adults!
Sportsmanship!
Learning New Skills!
No internet or electronics!









Summer 2021 Accomplishments City of Charlevoix Golf Club

Golf Course Superintendent-Brian Livingston
Club House Manager-Doug Drenth



CITY OF CHARLEVOIX
Golf Club

Summer 2021 Accomplishments City of Charlevoix Golf Club

Revenue is Up again this year!



Summer 2021 Accomplishments City of Charlevoix Golf Club

2018	\$93,600
2019	\$99,677
2020	\$120,730
2021	\$122,000 *YTD



Summer 2021 Accomplishments City of Charlevoix Golf Club 1896-2021



Summer 2021 Accomplishments City of Charlevoix Golf Club

- Duffers League
- Venetian 3 Club Tournament
- Youth on Course
- Anniversary Tournament
- Helen Open
- High School Matches
- Junior Golf Celebrated 27th Season



City of Charlevoix Golf Club

Congratulations!

Joe Gaffney recorded an albatross (double eagle)
On August 23rd. Joe, age 13, hit his shot from 193 yards
Using a 6 iron after a 260 yard drive!



City of Charlevoix Golf Club

2022 Additions

New Adult League
Monthly Tournaments
New Chipping Green
Improved Wedge Range
Nature Hikes
Lessons!

City of Charlevoix Marina 2021 Accomplishments

Harbor Master-Denny McDermott



City of Charlevoix Marina 2021 Accomplishments

Marina Reservation System Revenue	
2019	\$327,446
2020	\$363,725
2021	\$366,125 (YTD)



City of Charlevoix Marina 2021 Accomplishments

Pat Klooster Retired Spring
New Harbor Master Denny McDermott
Hired New Staff-6 new dockhands in 2021

Fully Implemented the State
Reservation System

- Inventory Updated
- Maximizing Efficiencies
- Working to simplify extensions to existing permit
- Improved Customer Service

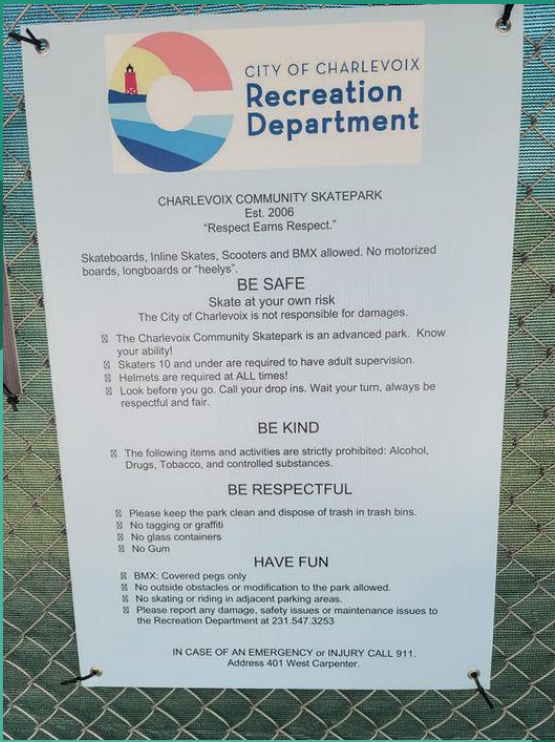
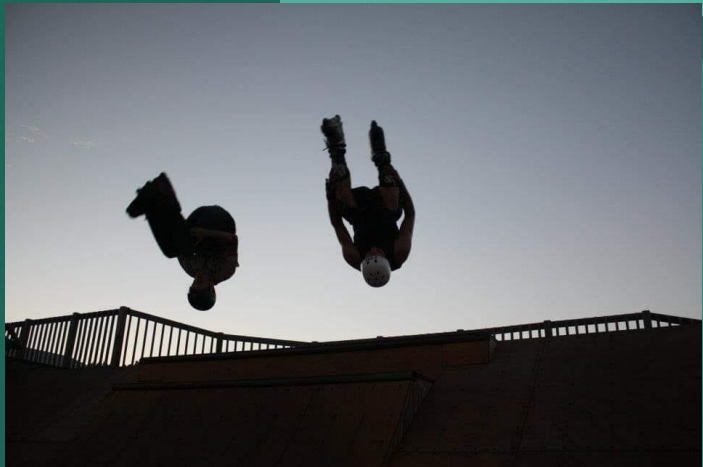


City of Charlevoix Skate Park Accomplishments

Skate Park Manager-Laura Stebe

New Summer Hours 9:00-Dusk
Fall Hours Noon-Dusk

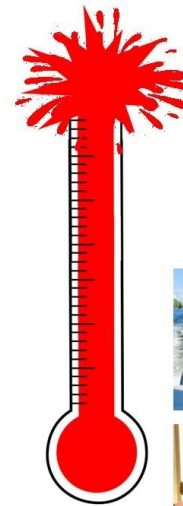
The Park was staffed daily from 12-5. Open with honor system all other times



City of Charlevoix Dog Park

Thank You To The Many Donors

- Patronicity Raised \$27,925
- With Match \$45,425
- Endowment Donation \$50,000
- Total Dog Park Gifts \$95,425



\$27,925
Raised!

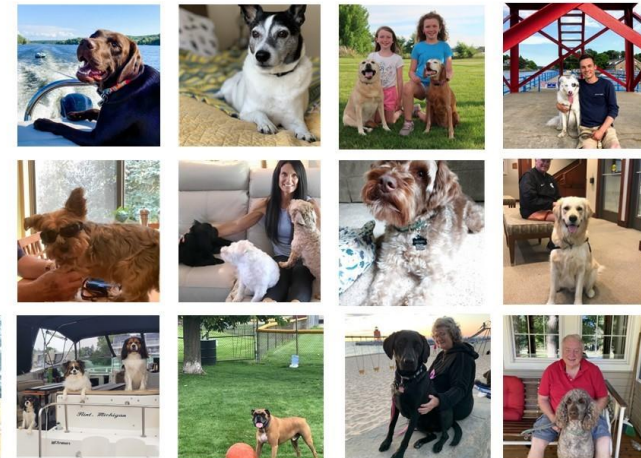
\$17,500
Goal

GOAL EXCEEDED!

Thank you to all of our generous donors!

69 donors, \$27,925 raised

The first \$17,500 raised will be matched dollar for dollar through a grant from the Michigan Economic Development Corporation, making our total raised through this online campaign to **\$45,425!**



Thanks to your thoughtful contributions, we have reached our goal, which means your donations, up to \$17,500, will be doubled! We have reached this important milestone on this last day of the campaign. As this online campaign closes, opportunities to give to the Charlevoix Dog Park will continue. If you know somebody who may be interested in giving, please tell them about our fundraising efforts. We thank you, and we know your dogs certainly do too. Charlevoix Recreation: 231-547-3253 | 231-547-7183



City of Charlevoix Ferry Beach Kayak Launch

Thank You to

- Leadership Charlevoix
- Disability Network of Northern Michigan
- Charlevoix Community Foundation

Paddle UP!

Ferry Beach Launch offering a Universal Paddle Platform designed for use by all ages, abilities and skill levels, addressing the need for adaptations or specialized design.

Paddle UP! was a collaborative effort between Leadership Charlevoix County Class of 2019; Disability Network Northern Michigan; and the City of Charlevoix.



Thank our donors, especially Charlevoix County Community Foundation, for their local service clubs and individuals who helped make this launch possible.



Softball Field Renovation Project

Project Started in 2019 as a spin off of Junior Mainstreet

Jack Kita in Partnership with the Recreation Department
Has now raised \$9225!

Combined with money budgeted by the City this will
Allow for a renovation of the Girls Softball Field

- We will be removing 3 inches of soil
- Adding a better field mix
- Regrading the Field, Installing new bases, pitchers mound and Home Plate
- Portion of the work is being donated by MDC Construction



Recreation Master Plan Update

Draft Plan To Council
November 1

30 Public Review
November 5-December 5

Final Draft Plan To Council
December 20

Submit Final Plan to MDNR
January 2022

Coming Soon

Fall Winter and Beyond

Planning for Winter at McSauba

- Skiing
- Cross Country Skiing at the golf course
- Ice Rink-Increasing broomball and pond hockey
- Introducing Crokicurl ???
- Introduging Winter Golf???
- Candle Light Hikes-Volunteers Needed
- Winter Sports Clinics
- Adult Volleyball



CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Council Meeting Minutes - September 20, 2021

DATE: October 4, 2021

RECOMMENDATION:

Motion to approve City Council minutes.

ATTACHMENTS:

- ▣ Draft Council Minutes

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, September 20, 2021 – 6:00 p.m.
210 State Street, Charlevoix, MI

The meeting was called to order at 6:00 p.m. by Mayor Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Greg Bryan, Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Brian Slater
Members Absent: None
City Manager: Mark L. Heydlauff
City Clerk: Joyce Golding

3. Presentations

A. 2020-21 Fiscal Year Financial Audit Presentation

A representative from the City's auditor, Rehmann Robson presented the findings of the audit for the year ended March 31, 2021, as well as a general overview of the financial health of the City.

4. Inquiry Regarding Conflicts of Interest

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 – September 7, 2021
- B. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register – September 21, 2021
 - b. ACH Payments – September 2, 2021 to September 17, 2021
 - c. Payroll Check Register – September 17, 2021
 - d. Payroll Transmittal – September 17, 2021
 - e. Tax Disbursement – September 21, 2021
- C. Annual Electric Meter Testing for \$15,000 – Paul's Meter Testing
- D. MPPA Capacity Purchase for \$174,000
- E. Accept FY 2021 Audit Report
- F. Employee Handbook Update, Dated September 20, 2021

Motion by Parr, second by Kalbfell to approve the Consent Agenda.

Yeas: Hagen, Bryan, Kalbfell, Parr, Slater, Knapp
Nays: None

6. Public Hearings & Actions Requiring Public Hearings

A. Set Public Hearing: International Property Maintenance Code Ordinance

Zoning Administrator Scheel stated that currently the City does not have any type of property maintenance code. The only tool the City has to address dilapidated structures is the City's Dangerous Building's Ordinance. To initiate an action using the Dangerous Building Ordinance a structure must be significantly degraded or damaged, usually to the point that it is economically unfeasible to repair or restore the structure. He noted that the Planning Commission has reviewed the International Property Maintenance Code and recommended approval by City Council. Zoning Administrator Scheel discussed a draft policy on how to administer the code.

Mayor Kurtz opened the item to public comments, and two were heard.

Motion by Kalbfell, second by Slater to set a public hearing to receive input regarding the adoption of the International Property Maintenance Code for October 18, 2021, at 6 p.m. in Council Chambers of City Hall. Motion carried by unanimous voice vote.

B. Public Hearing: Winter Parking Ordinance

The public hearing was opened at 6:46 p.m. City Manager Heydlauff recalled that last winter, the Planning Commission reviewed overnight, on-street parking rules. He noted that if Council agrees to adopt this, we can have signage (as needed) ready by December 1 when this would go into effect for most streets. DPW Superintendent Elliott offered some language updates from the draft Council first reviewed and the City Manager recommended that Council adopt this version of the ordinance.

Mayor Kurtz opened the item to public comments, and four were heard.

CITY OF CHARLEVOIX
ORDINANCE NO. 827 of 2021

DRAFT

City Council Regular Meeting -

AN ORDINANCE TO AMEND TITLE VII, CHAPTER 70.04, SECTION (X) 8.25 OF THE CHARLEVOIX CITY CODE

THE CITY OF CHARLEVOIX ORDAINS:

SECTION 1. Title VII, Chapter 70.04, Section (X) 8.25 of the City of Charlevoix Code is hereby repealed and replaced as follows:

Sec.8.25. All Night Parking

- (1) *Time and manner of permitted parking. Unless otherwise marked, the following standards apply between the hours of 2:00 a.m. and 6:00 a.m., Sundays through Saturdays, annually, from December 1 to the following April 1, on-street parking for vehicles (motorized and non-motorized), trailers, equipment, etc., here after referred to as vehicles, shall only be permitted on all public streets within the city only as follows, unless otherwise authorized by the city manager:*
 - a. *Odd-numbered dates. On all odd-numbered dates, all vehicles shall be parked on the odd-numbered side of the street. Odd-numbered dates shall mean the first, third, fifth, seventh, ninth, 11th, 13th, 15th, 17th, 19th, 21st, 23rd, 25th, 27th, 29th and 31st days of each month.*
 - b. *Even-numbered dates. On all even-numbered dates, all vehicles shall be parked on the even-numbered side of the street. Even-numbered dates shall mean the second, fourth, sixth, eighth, 10th, 12th, 14th, 16th, 18th, 20th, 22nd, 24th, 26th, 28th, and 30th days of each month.*
 - c. *Odd-numbered side of street. The "odd-numbered side of the street" shall mean the side of the public street that is adjacent to properties that are designated by odd-numbered addresses. Odd-numbered addresses shall be those that end with a digit that is a 1, 3, 5, 7, or 9.*
 - d. *Even-numbered side of street. The "even-numbered side of the street" shall mean the side of the public street that is adjacent to properties that are designated by even-numbered addresses. Even-numbered addresses shall be those that end with a digit that is a 0, 2, 4, 6, or 8.*
- (2) *Central business district exception. The provisions in this section shall not apply to public streets within the Central Business District zone. Within the Central Business District zone, no vehicle shall be parked on any public street between the hours of 2:00 a.m. and 6:00 a.m., Sundays through Saturdays, annually, from December 1 to the following April 1.*
- (3) *Overnight parking not allowed on specific streets at any time. Overnight parking is not allowed on the following streets between the hours of 2:00 a.m. and 6:00 a.m., Sundays through Saturdays, annually, from December 1 to the following April 1: Belvedere Ave./Ferry Ave., Burns St. from Petoskey Ave. (US-31) to Division St., W. Carpenter St., Division St., W. Garfield Ave. from Bridge St. to Grant St., Grant St., W. Hurlbut Ave. between Bridge St. and State St., May St. between E. Carpenter Ave. from Bridge St. to May St. and E. Garfield Ave. Bridge St. to May St., Meech St., Michigan Ave. between Division St. and Petoskey Ave. (US-31), and State St.*
- (4) *Overnight parking in City lots. Overnight parking in designated city lots may be allowed by permit only.*
 - a. *Permits issued. Residents who reside in the Central Business District (north of Antrim Street and east of State Street to the Pine River Channel and Round Lake) may receive permits for their vehicles.*
 - b. *Maximum time for parking. The maximum time limit for parking in City lots shall be 24 hours.*
 - c. *Overnight parking lots. Residents with a parking permit may park overnight in marked areas in the Dewitt lot; the Central lot; and the Kusina lot.*
- (5) *Violations. Any person who violates any provision herein shall be responsible for a civil infraction, the fine for which City Council may, from time to time, set by resolution.*

SECTION 2. Severability.

No other portion, paragraph or phase of the Code of the City of Charlevoix, Michigan shall be affected by this Ordinance except as to the above sections, and in the event any portion, section or subsection of this Ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this Ordinance or of the Code of the City of Charlevoix, Michigan.

SECTION 3. Effective Date.

This Ordinance shall become effective thirty (30) days after its enactment pursuant to the City Charter.

Ordinance No. 827 was adopted on the 20th day of September 2021 A.D., by the Charlevoix City Council as follows:

Motion by: Parr

Second by: Hagen

Yeas: Hagen, Kalbfell, Parr, Slater, Knapp

Nays: Bryan

Absent: None

*State of Michigan } §
City of Charlevoix*

The public hearing was closed at 6:55 p.m.

7. All Other Actions & Requests

A. Grant Application to Support Winter Vibrancy

DDA Director Dotson requested permission for Charlevoix Main Street DDA, Recreation Department and Visit Charlevoix to apply for

a Charlevoix County Community Foundation grant to support “winter vibrancy” initiatives. The requested amount will be \$10,000 with required matching funds being split between the partnering entities.

Mayor Kurtz opened the item to public comment, and none was heard.

Motion by Kalbfell, second by Hagen to approve submitting a grant application to the Charlevoix Community Foundation to support winter vibrancy placemaking initiatives. Motion carried by unanimous voice vote.

8. Reports & Communications

- Public Comments
 - Leilani Durbin felt that several sidewalks were unusable due to encroaching landscaping
- City Manager Comments
 - Thank you to two more generous donors for the dog park
 - Absentee ballots were mailed today for the November election
 - There is interest in the Bridge Street property RFP
- Mayor & Council Comments
 - Bryan recalled that former Councilmember Perron would have been excited for this evening’s Lions vs. Packers game
 - Kalbfell stated that the winter snow removal program for seniors will be implemented again, and a senior flu vaccination clinic is scheduled for October 21st

9. Other Council Business

Motion by Kalbfell, second by Parr to accept Richard Christner’s resignation from the DDA. Motion carried by unanimous voice vote.

Motion by Parr, second by Hagen to appoint Annie Oosthuizen to the DDA [term expiring April 2025]. Motion carried by unanimous voice vote.

10. Adjourn

The Mayor adjourned the meeting at 7:10 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Regular Accounts Payable – 09/21/2021			
ABRAMOWSKI, DWAIN M.	50.00	EJ USA INC.	2,296.26
ACE HARDWARE	4,740.47	ETNA SUPPLY	20,927.07
ADVANCED PAVEMENT MARKING LLC	8,544.00	EZ DOCK OIM	17,792.20
Airport Lighting Company	2,773.84	FARMER WHITE'S	329.00
AIS CONSTRUCTION EQUIPMENT	48.35	FASTENAL COMPANY	434.46
ALTEC INDUSTRIES INC	1,253.48	FIDELITY GOLF SERVICES LLC	284.00
AMAZON CAPITAL SERVICES	154.79	FLETCH'S	93.63
AT YOUR SERVICE PLUS INC	500.00	GINOP SALES INC	294.11
AT&T of Charlevoix	465.94	GOLDEN HILLS MAPLE SYRUP	42.00
AVFUEL CORPORATION	30,910.77	GOLF ASSOCIATION OF MICHIGAN	1,000.00
BE SLIGHTLY BETTER BAKERY	101.00	GORDON FOOD SERVICE	268.24
BELL EQUIPMENT COMPANY	1,570.00	GRAINGER	1,162.05
BRADY'S CARPET CLEANING INC	1,723.84	GREAT LAKES PIPE & SUPPLY	358.00
CARQUEST OF CHARLEVOIX	9,681.70	GRIFFITH, JOHN J	245.28
CB RUTKOW ENTERPRISES LLC	25,000.00	GUNTZVILLER, RHONDA	451.00
CHARLEVOIX PUBLIC LIBRARY	30,000.00	HACH COMPANY	638.34
CHARLEVOIX SCREEN MASTERS INC	497.50	HARRELL'S LLC	2,196.60
CHARLEVOIX STATE BANK	26,885.72	HOLIDAY LIGHTING SERVICE	13,594.00
CHARLEVOIX TOWNSHIP	33,099.25	HUNTINGTON NATIONAL BANK	350,550.00
CHARTER COMMUNICATIONS	59.43	HYDRO CORP	539.50
CINTAS	117.64	IPS GROUP INC	1,194.00
CITY OF CHARLEVOIX - MISC	73,134.82	JESS CONSTRUCTION CO. INC.	2,575.00
CITY OF CHARLEVOIX - MISC	13,922.51	KSS ENTERPRISES	262.97
CITY OF CHARLEVOIX - UTILITIES	54,305.11	LAKE CHARLEVOIX EMS AUTHORITY	48,755.82
CLOTHING COMPANY, THE	100.00	LAKE FOREST BAKING COMPANY	89.00
CONSTANT CONTACT INC	378.00	LASER PRINTER TECHNOLOGIES	89.00
CONWAY PROFESSIONAL SERVICES	10,488.00	LEADERSHIP CHARLEVOIX COUNTY	950.00
CRYSTAL FLASH ENERGY	1,413.14	LITTLE TRAVERSE DISPOSAL LLC	2,275.00
DARRAH, ERICKA	182.17	LOTTIE'S BAGELS	237.00
DHASELEER, CARL	405.00	LOUGHMILLER, JOHN	429.47
DORNBOS SIGN INC	1,165.00	MACGREGOR PLUMBING & HEATING	1,033.00
DRENTH, DOUGLAS A	150.00	MARTINCHEK, DEBRA	209.45
DUTCH OVEN BAKERY, THE	539.00	MCDERMOTT, DENNIS J.	167.01
DVORACEK, SARAH	241.92	MICHAEL MURPHY IV PHOTOGRAPHY	250.00

MICHIGAN OFFICEWAYS INC	1,263.55	REVOLUTION BIKE LLC	4,104.90
MIKE'S MUSTARD	70.00	SASSE, SHAWN	92.00
MUNSON HOME SERVICES	3,844.30	STAFFORD'S WEATHERVANE	50.00
MYNORTH MEDIA	2,350.00	STATE OF MICHIGAN	701.76
NAVIA BENEFIT SOLUTIONS	50.00	STATE OF MICHIGAN	270.00
NMICHIGAN HEALTH LOGISTICS SVCS	1,870.00	STIMPSON, JOHN	208.00
NORTH COUNTRY CRITTERS	38.00	STRICKER'S OUTDOOR POWER EQUIP	229.20
NORTHERN A-1 ENVIRONMENTAL SVCS	976.66	STRYKER SALES LLC	155.18
NORTHWEST FIRE	285.50	TARGET SPECIALTY PRODUCTS	259.71
OAKLEY, KEN	88.75	TERMINAL SUPPLY CO	346.19
OHM ADVISORS	10,110.00	Tillie's Tafel	100.00
OLESON'S FOOD STORES	780.60	TRUCK & TRAILER SPECIALTIES	681.54
OLSON BZDOK & HOWARD	5,239.00	UNIFIRST CORPORATION	142.18
ORBAN, BARBARA K.	308.40	USA BLUE BOOK	3,459.40
OSCAR W LARSON COMPANY	675.44	VERDIN COMPANY, THE	1,099.00
POWER LINE SUPPLY	1,875.97	VILLAGE GRAPHICS INC	755.54
PREIN & NEWHOF	990.00	WILBERT BURIAL VAULT CO	1,516.08
PRO IMAGE DESIGN - PETOSKEY	4,275.00	WINNIE'S ORIGINALS LLC	91.00
PROVIDENCE FARM LLC	945.00	WORK 'N PLAY SHOP	238.38
Q1 SPORT	214.60	XEROX FINANCIAL SERVICES	168.84
QUILL LLC	373.45	ZIIBIMIJWANG INC	207.00
RAECKE, MICHAEL	40.00	TOTAL	1,185,692.62
RCL CONSTRUCTION CO INC	327,537.65		

ACH Payments – 09/02/2021 to 09/17/2021

PROXIMITY SPACE INC	104.09	ALERUS FINANCIAL (HCSP)	350.00
AMG PAYMENT SOLUTIONS	906.94	STATE OF MI (WITHHOLDING TAX)	8,278.68
PAYMENT SERVICE NETWORK INC	246.50	VANTAGEPOINT (401 ICMA PLAN)	957.68
MI PUBLIC POWER AGENCY	15,263.29	VANTAGEPOINT (457 ICMA PLAN)	23,587.60
NEOFUNDS BY NEOPOST	2,000.00	VANTAGEPOINT (ROTH IRA)	1,080.76
DTE ENERGY	1,937.33	MERS (DEFINED BENEFIT PLAN)	62,300.11
STATE OF MI (SALES TAX)	38,871.45	TOTAL	238,401.34
MI PUBLIC POWER AGENCY	23,328.45		
IRS (PAYROLL TAX DEPOSIT)	67,188.46		

Payroll Net Pay – Check Date 09/17/2021

HEYDLAUFF, MARK L.	3,061.66	ANDERSON, ELIZABETH A.	1,330.70
DVORACEK, SARAH J.	1,936.47	KENWABIKISE, DAVID L.	1,200.04
GOLDING, JOYCE M.	1,920.62	ELLIOTT, PATRICK M.	3,065.84
DEROSIA, PATRICIA E.	988.86	SCHWARTZFISHER, JOSEPH	1,070.49
DOTSON, LINDSEY J.	1,455.10	BRADLEY, KELLY R.	1,606.35
KLOOSTER, ALIDA K.	1,787.66	HART II, DELBERT W.	1,580.51
GOLOVICH, KAREN J.	1,067.26	JONES, ROBERT F.	582.86
BARNEVELD, RICHELLE L.	1,257.83	FARRELL, MITCHELL L.	1,577.59
SCHULZ, GINNY L.	1,462.22	THORP JR, WILLIAM D.	1,553.91
MCGINN, KELLY A.	1,673.43	LEITNER, RYAN S.	1,369.74
SCHEEL, CRESTON R.	416.79	FERGUSON, ROYCE L.	1,643.71
DOAN, GERARD P.	2,466.09	DORAN, JUSTIN J.	2,173.13
SCHOLEY, ROBERT W.	2,087.34	FREY, DYLAN V.	473.34
UMULIS, MATTHEW T.	1,191.73	HART III, DELBERT W.	805.14
ORBAN, BARBARA K.	1,564.23	DOTSON, WILLIAM R.	155.06
RILEY, DENISE M.	447.74	FINNERTY, HOLLY E.	795.63
MUNK, CHRISTOPHER J.	1,532.81	CRANDELL, ZACKARY R.	482.57
SCHICK, TIELER R.	1,769.62	FRANCE JR, JAMES A.	1,149.62
STEWART, MORGAN J.	1,657.61	RABIDEAU, JACOB L.	676.19
MATELSKI, KRISTEN L.	1,382.25	KNORR, KENT J.	1,999.54
BINGHAM, LARRY E.	803.86	ANZELL, BETH A.	1,345.75
MACGILLIVRAY, ROGER	713.81	STEBE, LAURA A.	40.41
WESTRICK, AARON J.	319.80	MCDERMOTT, DENNIS J.	1,856.11
WURST, RANDALL W.	1,996.73	WHITE III, MARCUS W.	847.76
HILLING, NICHOLAS A.	1,829.24	PISCHNER, JONATHON M.E.	142.22
MEIER III, CHARLES A.	1,627.17	KIRINOVIC, THOMAS F.	569.46
ZACHARIAS, STEVEN B.	1,722.09	SMITH, ELLERY S.	247.46
NEWMAN, MARK J.	1,533.74	MOOAR, ISAAK S.	96.90
LOUGHMILLER, JOHN A.	1,822.48	COFFEY, JASON J.	580.49
GRIFFITH, JOHN J.	2,995.57	DRENTH, DOUGLAS A.	469.78
EATON, BRAD A.	2,773.84	RITTER, DAVID M.	419.36
WILSON, TIMOTHY J.	2,770.79	GILL, DAVID R.	1,065.87
LAVOIE, RICHARD L.	2,271.45	LABLANCE, MAUREEN J.	256.45
STEVENS, BRANDON C.	3,202.23	LIVINGSTON, BRIAN D.	1,891.80
DRAVES, MARTIN J.	2,745.50	STANLEY, MARK J.	51.94

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KLOOSTER, PATRICK H.	548.32	PAALMAN, STEPHEN J.	603.35
WAY, KRISTINA M.	116.83	MCMULLEN, DONALD R.	31,805.59
DIETRICH, ARLENE M.	84.97	WHITLEY, ANDREW T.	2,624.97
BERRY, ROBERT J.	233.02	MORRISON, KEVIN P.	1,730.54
WYMAN, MATTHEW A.	1,976.43	COX, RONALD L.	311.87
MILLER, WILLIAM S.	1,422.36	TOTAL	140,809.19
DOUGLAS, MARK	1,336.14		
MCCRANEY, RUSSELL R.	1,664.43		
FRATRICK, JOSEPH W.	921.03		

Payroll Transmittal – 09/17/2021

4FRONT CREDIT UNION	1,068.00	DISCOVER BANK	347.40
AMERICAN FAMILY LIFE	479.51	EQUITABLE FINANCIAL LIFE INSURANCE	305.78
CALIF STATE DISBURSEMENT UNIT	92.19	MI STATE DISBURSEMENT UNIT	116.55
CHAR EM UNITED WAY	20.00	PRIORITY HEALTH	1,552.98
CHARLEVOIX STATE BANK	785.00	TOTAL	5,445.49
COMMUNICATION WORKERS OF AMER	678.08		

Tax Disbursement – 09/21/2021

CHARLEVOIX COUNTY TREASURER	2,985.48	CHARLEVOIX PUBLIC SCHOOLS	29,425.24
CHARLEVOIX COUNTY TREASURER	736,533.83	CITY OF CHARLEVOIX - TAXES DUE	860,933.74
CHARLEVOIX PUBLIC SCHOOLS	920,753.60	CORELOGIC CENTRALIZED REFUNDS	8,629.37
CHARLEVOIX PUBLIC SCHOOLS	79,997.07	O'REILLY AUTOMOTIVE INC	1,618.77
CHARLEVOIX PUBLIC SCHOOLS	140,139.85	STATE OF MICHIGAN	15,198.22
CHARLEVOIX PUBLIC SCHOOLS	24,853.77	TOTAL	2,821,068.94

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CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Accounts Payable and Payroll Check Registers

DATE: October 4, 2021

RECOMMENDATION:

Motion to approve the check registers.

ATTACHMENTS:

- ▣ Accounts Payable and Payroll Check Registers

Check Number	Payee	Amount
09/23/2021		
134591	AT&T	1,592.18
134592	AT&T	71.65
134593	AT&T LONG DISTANCE	41.27
134594	AT&T MOBILITY	848.80
134595	CHARLEVOIX STATE BANK	8,904.90
134596	CHARTER COMMUNICATIONS	871.14
134597	DELTA DENTAL	3,785.06
134598	EQUITABLE FINANCIAL LIFE INSURAN	561.40
134599	GFL ENVIRONMENTAL	2,941.67
134600	GREAT LAKES ENERGY	253.48
134601	HOLIDAY STATIONSTORES LLC	4,734.41
134602	MAGGRET, DAVID	800.00
134603	PENINSULA FIBER NETWORK LLC	470.00
134604	PRIORITY HEALTH	38,321.55
134605	RANGE TELECOMMUNICATIONS	199.55
134606	SHARROW, JACOB	1,400.00
134607	STANDARD INSURANCE CO	3,608.41
134608	TELNET WORLDWIDE	232.72
134609	VSP INSURANCE CO. (CT)	589.54
134610	WEX BANK	1,492.39
134611	WEX BANK	4,199.62
Total 09/23/2021:		75,919.74
Grand Totals:		75,919.74

Summary of Check Registers & ACH Payments

HUNTINGTON NATIONAL BANK - CHECKS ISSUED

09/23/21	Special Accounts Payable Run	\$ 75,919.74
10/01/21	Payroll (net pay)	\$ 111,451.76
10/01/21	Payroll Transmittal Checks	\$ 107,685.66
10/05/21	Regular Accounts Payable	\$ 246,253.75
Checks Sub-Total:		\$ 541,310.91

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

09/20/21	MI Public Power Agency	\$ 40,152.03
09/21/21	US Bank Bond Control	\$ 93,682.03
09/27/21	MI Public Power Agency	\$ 17,942.49
09/27/21	MI Public Power Agency	\$ 262,375.07
10/01/21	IRS (Payroll Tax Deposit)	\$ 39,746.87
10/01/21	Alerus Financial (HCSP)	\$ 350.00
10/01/21	State of MI (Withholding Tax)	\$ 5,890.80
10/01/21	Vantagepoint (401 ICMA Plan)	\$ 957.68
10/01/21	Vantagepoint (457 ICMA Plan)	\$ 19,831.02
10/01/21	Vantagepoint (Roth IRA)	\$ 1,080.76
ACH Sub-Total:		\$ 482,008.75

Huntington National Bank Total: \$ 1,023,319.66

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

10/05/21	Tax Disbursement	\$ 228,342.58
Charlevoix State Bank Total:		\$ 228,342.58

Grand Total: \$ 1,251,662.24

APPROVED:


CITY MANAGER


CITY TREASURER


CITY CLERK

M = Manual Check, V = Void Check

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
09/25/2021	PC	10/01/2021	34114	KURTZ, LUTHER J.	54		886.56
09/25/2021	PC	10/01/2021	34115	HAGEN, AARON W.	56		524.08
09/25/2021	PC	10/01/2021	34116	KALBFELL, JANET P.	58		489.45
09/25/2021	PC	10/01/2021	34117	BRYAN JR, GREGORY T.	59		389.83
09/25/2021	PC	10/01/2021	34118	SLATER, JOHN B.	60		323.76
09/25/2021	PC	10/01/2021	34119	PARR, PHILIP M.	61		290.72
09/25/2021	PC	10/01/2021	34120	KNAPP, MARK D.	62		290.72
09/25/2021	PC	10/01/2021	34121	HEYDLAUFF, MARK L.	102		3,358.04
09/25/2021	PC	10/01/2021	34122	DVORACEK, SARAH J.	105		2,268.60
09/25/2021	PC	10/01/2021	34123	GOLDING, JOYCE M.	106		2,367.34
09/25/2021	PC	10/01/2021	34124	DEROSIA, PATRICIA E.	107		1,019.59
09/25/2021	PC	10/01/2021	34125	DOTSON, LINDSEY J.	109		1,484.49
09/25/2021	PC	10/01/2021	34126	KLOOSTER, ALIDA K.	121		2,199.89
09/25/2021	PC	10/01/2021	34127	GOLOVICH, KAREN J.	122		1,099.66
09/25/2021	PC	10/01/2021	34128	BARNEVELD, RICHELLE	123		1,219.14
09/25/2021	PC	10/01/2021	34129	SCHULZ, GINNY L.	125		1,471.62
09/25/2021	PC	10/01/2021	34130	MCGINN, KELLY A.	146		2,139.93
09/25/2021	PC	10/01/2021	34131	SCHEEL, CRESTON R.	148		443.66
09/25/2021	PC	10/01/2021	34132	DOAN, GERARD P.	201		2,493.04
09/25/2021	PC	10/01/2021	34133	SCHOLEY, ROBERT W.	204		2,161.05
09/25/2021	PC	10/01/2021	34134	UMULIS, MATTHEW T.	205		953.29
09/25/2021	PC	10/01/2021	34135	ORBAN, BARBARA K.	209		1,220.25
09/25/2021	PC	10/01/2021	34136	RILEY, DENISE M.	213		450.08
09/25/2021	PC	10/01/2021	34137	MUNK, CHRISTOPHER J.	215		1,305.62
09/25/2021	PC	10/01/2021	34138	SCHICK, TIELER R.	216		1,468.67
09/25/2021	PC	10/01/2021	34139	STEWART, MORGAN J.	217		1,357.34
09/25/2021	PC	10/01/2021	34140	MATELSKI, KRISTEN L.	230		1,783.67
09/25/2021	PC	10/01/2021	34141	BINGHAM, LARRY E.	240		846.23
09/25/2021	PC	10/01/2021	34142	MACGILLIVRAY, ROGER	244		440.39
09/25/2021	PC	10/01/2021	34143	WURST, RANDALL W.	411		1,514.83
09/25/2021	PC	10/01/2021	34144	HILLING, NICHOLAS A.	413		1,987.99
09/25/2021	PC	10/01/2021	34145	MEIER III, CHARLES A.	421		1,672.38
09/25/2021	PC	10/01/2021	34146	ZACHARIAS, STEVEN B.	422		1,452.90
09/25/2021	PC	10/01/2021	34147	NEWMAN, MARK J.	424		1,397.67
09/25/2021	PC	10/01/2021	34148	LOUGHMILLER, JOHN A.	425		1,511.37
09/25/2021	PC	10/01/2021	34149	GRIFFITH, JOHN J.	500		3,097.84
09/25/2021	PC	10/01/2021	34150	EATON, BRAD A.	515		2,462.92
09/25/2021	PC	10/01/2021	34151	WILSON, TIMOTHY J.	516		3,141.04
09/25/2021	PC	10/01/2021	34152	LAVOIE, RICHARD L.	519		2,317.90
09/25/2021	PC	10/01/2021	34153	STEVENS, BRANDON C.	521		2,900.51
09/25/2021	PC	10/01/2021	34154	DRAVES, MARTIN J.	523		2,374.57
09/25/2021	PC	10/01/2021	34155	ANDERSON, ELIZABETH	526		1,306.86
09/25/2021	PC	10/01/2021	34156	KENWABIKISE, DAVID L.	528		1,179.25
09/25/2021	PC	10/01/2021	34157	ELLIOTT, PATRICK M.	600		3,089.99
09/25/2021	PC	10/01/2021	34158	SCHWARTZFISHER, JOS	603		1,295.43
09/25/2021	PC	10/01/2021	34159	BRADLEY, KELLY R.	614		1,463.24
09/25/2021	PC	10/01/2021	34160	HART II, DELBERT W.	616		1,538.57
09/25/2021	PC	10/01/2021	34161	JONES, ROBERT F.	618		248.50
09/25/2021	PC	10/01/2021	34162	FARRELL, MITCHELL L.	622		1,465.75
09/25/2021	PC	10/01/2021	34163	THORP JR, WILLIAM D.	623		1,468.59
09/25/2021	PC	10/01/2021	34164	LEITNER, RYAN S.	624		1,643.26
09/25/2021	PC	10/01/2021	34165	FERGUSON, ROYCE L.	625		2,037.84
09/25/2021	PC	10/01/2021	34166	DORAN, JUSTIN J.	634		2,173.13
09/25/2021	PC	10/01/2021	34167	NEDWICK, DAVID J.	642		580.93
09/25/2021	PC	10/01/2021	34168	FREY, DYLAN V.	643		594.53
09/25/2021	PC	10/01/2021	34169	HART III, DELBERT W.	657		963.44
09/25/2021	PC	10/01/2021	34170	DOTSON, WILLIAM R.	661		387.64

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
09/25/2021	PC	10/01/2021	34171	FINNERTY, HOLLY E.	669		898.45
09/25/2021	PC	10/01/2021	34172	CRANDELL, ZACKARY R.	691		536.46
09/25/2021	PC	10/01/2021	34173	FRANCE JR, JAMES A.	695		1,191.87
09/25/2021	PC	10/01/2021	34174	RABIDEAU, JACOB L.	696		768.74
09/25/2021	PC	10/01/2021	34175	KNORR, KENT J.	700		2,017.33
09/25/2021	PC	10/01/2021	34176	ANZELL, BETH A.	702		1,357.55
09/25/2021	PC	10/01/2021	34177	WHITE III, MARCUS W.	754		573.80
09/25/2021	PC	10/01/2021	34178	PISCHNER, JONATHON	758		442.60
09/25/2021	PC	10/01/2021	34179	KIRINOVIC, THOMAS F.	790		435.90
09/25/2021	PC	10/01/2021	34180	SMITH, ELLERY S.	795		164.20
09/25/2021	PC	10/01/2021	34181	COFFEY, JASON J.	798		609.78
09/25/2021	PC	10/01/2021	34182	DRENTH, DOUGLAS A.	838		549.08
09/25/2021	PC	10/01/2021	34183	RITTER, DAVID M.	839		559.43
09/25/2021	PC	10/01/2021	34184	GILL, DAVID R.	856		1,121.52
09/25/2021	PC	10/01/2021	34185	LABLANCE, MAUREEN J.	863		110.82
09/25/2021	PC	10/01/2021	34186	LIVINGSTON, BRIAN D.	866		1,891.80
09/25/2021	PC	10/01/2021	34187	KLOOSTER, PATRICK H.	868		385.87
09/25/2021	PC	10/01/2021	34188	WAY, KRISTINA M.	870		100.90
09/25/2021	PC	10/01/2021	34189	DIETRICH, ARLENE M.	871		100.90
09/25/2021	PC	10/01/2021	34190	BERRY, ROBERT J.	872		38.00
09/25/2021	PC	10/01/2021	34191	WYMAN, MATTHEW A.	927		1,817.53
09/25/2021	PC	10/01/2021	34192	MILLER, WILLIAM S.	933		1,700.47
09/25/2021	PC	10/01/2021	34193	DOUGLAS, MARK	935		1,458.50
09/25/2021	PC	10/01/2021	34194	MCCRANEY, RUSSELL R.	936		1,268.99
09/25/2021	PC	10/01/2021	34195	FRATRICK, JOSEPH W.	940		535.81
09/25/2021	PC	10/01/2021	34196	PAALMAN, STEPHEN J.	942		179.72
09/25/2021	PC	10/01/2021	134612	WHITLEY, ANDREW T.	522		2,517.42
09/25/2021	PC	10/01/2021	134613	MORRISON, KEVIN P.	601		1,807.07
09/25/2021	PC	10/01/2021	134614	MCDERMOTT, DENNIS J.	732		1,856.11
09/25/2021	PC	10/01/2021	134615	COX, RONALD L.	869		439.56
Grand Totals:			87				111,451.76

Report Criteria:

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

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
09/25/2021	10/01/2021	134616	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	943.00
09/25/2021	10/01/2021	134617	4FRONT CREDIT UNION	9028	Lump Sum Employer Contribution	49,600.00
09/25/2021	10/01/2021	134618	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	86.90
09/25/2021	10/01/2021	134618	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	392.61
09/25/2021	10/01/2021	134619	CALIFORNIA STATE DISB	9033	Remittance ID 200000001923773	92.19
09/25/2021	10/01/2021	134620	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 9/25/2	20.00
09/25/2021	10/01/2021	134621	CHARLEVOIX STATE BAN	9016	Lump Sum Employer Contribution	54,449.00
09/25/2021	10/01/2021	134622	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	785.00
09/25/2021	10/01/2021	134623	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	678.08
09/25/2021	10/01/2021	134624	DISCOVER BANK	9032	Garnishment: WWR File #040038	271.08
09/25/2021	10/01/2021	134625	MI STATE DISBURSEMENT	9012	FRIEND OF THE COURT Pay Pe	116.55
09/25/2021	10/01/2021	134626	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 9	251.25
Grand Totals:		12				107,685.66

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Check Number	Payee	Amount
10/05/2021		
134627	AIRGAS USA LLC	78.86
134628	ALL-PHASE ELECTRIC	8,608.18
134629	AMAZON CAPITAL SERVICES	107.94
134630	ANDERSON, ELIZABETH A.	50.00
134631	ANZELL, BETH A.	50.00
134632	AVFUEL CORPORATION	84,955.15
134633	BARNUM, JILL	25.00
134634	BE SLIGHTLY BETTER BAKERY	44.00
134635	BECKETT & RAEDER	3,260.00
134636	BERG, REBECCA	429.00
134637	BRADFORD'S	65.00
134638	BUTZEL LONG	86.00
134639	CENTRAL DRUG STORE	511.42
134640	CHARLEVOIX SCREEN MASTERS INC	336.00
134641	CHARLEVOIX SEWER & DRAIN	300.00
134642	CHEMICAL CONTROL COMPANY	155.00
134643	CINTAS	57.41
134644	CINTAS CORPORATION	196.36
134645	CITY OF CHARLEVOIX - MISC	1,277.97
134646	CONWAY PROFESSIONAL SERVICES	8,185.00
134647	CROUSE, JEFF	25.00
134648	DeROSIA, PATRICIA E.	50.00
134649	DIGITAL DOLPHIN	509.85
134650	DITCH WITCH SALES OF MICHIGAN	528.95
134651	DOAN, GERARD P.	50.00
134652	DORAN, JUSTIN J.	50.00
134653	DOTSON, LINDSEY J.	50.00
134654	DRENTH, DOUGLAS A	50.00
134655	DVORACEK, SARAH	50.00
134656	ELLIOTT, PATRICK M.	50.00
134657	ELLSWORTH FARMERS EXCHANGE	1,035.53
134658	ETNA SUPPLY	3,000.00
134659	FARMER WHITE'S	189.00
134660	FREEDOM MAILING SERVICES INC	2,401.78
134661	FRUK, JENNIFER	60.00
134662	GERBER HOMEMADE SWEETS	134.00
134663	GINOP SALES INC	1,151.03
134664	GOLDEN HILLS MAPLE SYRUP	34.00
134665	GOLDING, JOYCE M.	50.00
134666	GORDON FOOD SERVICE	120.15
134667	GRAINGER	330.24
134668	GREAT LAKES ENVIRONMENTAL	1,500.00
134669	GRIFFITH, JOHN J	50.00
134670	HACH COMPANY	578.64
134671	HARBOR FENCE COMPANY	914.00
134672	HEYDLAUFF, MARK L.	50.00
134673	HILLING, NICHOLAS A.	50.00
134674	IDEXX DISTRIBUTION INC.	1,142.72

Check Number	Payee	Amount
134675	IPS GROUP INC	1,285.13
134676	KLEINERT, AMANDA	25.00
134677	KLOOSTER, ALIDA K.	50.00
134678	KNORR, KENT J.	50.00
134679	KOPYTKO, KYLE	25.00
134680	KSS ENTERPRISES	427.51
134681	LASER PRINTER TECHNOLOGIES	499.00
134682	LITTLE TRAVERSE DISPOSAL LLC	795.00
134683	LIVINGSTON, BRIAN D.	242.00
134684	LOTTIE'S BAGELS	137.00
134685	MATELSKI, KRISTEN L.	50.00
134686	MATT LAFONTAINE FORD	649.77
134687	MATYE, SARAH	25.00
134688	MCCARDEL CULLIGAN-PETOSKEY	51.50
134689	MCDERMOTT, DENNIS J.	50.00
134690	McGINN, KELLY A.	50.00
134691	MICHIGAN MUNICIPAL LEAGUE	5,243.75
134692	MICHIGAN OFFICEWAYS INC	1,141.86
134693	MILLER, WILLIAM S.	50.00
134694	MUSTANG TOOL SERVICE	201.85
134695	MYNORTH MEDIA	350.00
134696	NORTHWEST FIRE	108.50
134697	OHM ADVISORS	3,079.18
134698	PHYSICIANS CLINIC OF CHARLEVOIX	100.00
134699	PITTMAN, MEGAN	25.00
134700	POHL, ALAN	300.00
134701	POWER LINE SUPPLY	4,423.53
134702	POWER SYSTEM ENGINEERING	205.25
134703	PROVIDENCE FARM LLC	223.00
134704	QUALITY CAR & TRUCK REPAIR INC	3,703.42
134705	REHMANN	13,900.00
134706	RITE AID	2,735.13
134707	ROWE, ANDREW	25.00
134708	SCHOLEY, ROBERT W.	50.00
134709	SITE PLANNING DEVELOPMENT INC	359.83
134710	SPARTAN STORES LLC	173.18
134711	SPENCE BROTHERS	61,600.00
134712	STATE AND MASON LLC	1,000.00
134713	T.C. RECORD EAGLE	152.70
134714	TARGET SPECIALTY PRODUCTS	290.50
134715	TELE-RAD INC	300.00
134716	THOMPSON, AMANDA	30.00
134717	Tillie's Tafel	85.00
134718	TOP LINE	6,641.25
134719	TRI TURF SOILS INC	1,523.89
134720	TRUCK & TRAILER SPECIALTIES	3,542.28
134721	UNIFIRST CORPORATION	506.69
134722	UNIVERSAL CREDIT SERVICES INC	40.00
134723	UP NORTH ASSESSING INC	5,100.00

Check Number	Payee	Amount
134724	USA BLUE BOOK	410.29
134725	VINCENT, MEGHANN	30.00
134726	WHITLEY, ANDREW T.	135.38
134727	WILMOT ELECTRIC INC	322.36
134728	WURST, RANDALL W.	50.00
134729	WYMAN, MATTHEW A.	50.00
134730	XEROX FINANCIAL SERVICES	168.84
134731	ZERBY, LINDA	60.00
134732	ZIIBIMIJWANG INC	421.00
Total 10/05/2021:		246,253.75
Grand Totals:		246,253.75

Check Number	Payee	Amount
09/20/2021		
92021001	MICHIGAN PUBLIC POWER AGENCY	40,152.03
Total 09/20/2021:		40,152.03
Grand Totals:		40,152.03

Check Number	Payee	Amount
09/21/2021		
92121001	U.S. BANK BOND CONTROL	93,682.03
Total 09/21/2021:		93,682.03
Grand Totals:		93,682.03

Check Number	Payee	Amount
09/27/2021		
92721001	MICHIGAN PUBLIC POWER AGENCY	17,942.49
92721002	MICHIGAN PUBLIC POWER AGENCY	262,375.07
Total 09/27/2021:		280,317.56
Grand Totals:		280,317.56

Check Issue Date	Check Number	Payee	Amount
100121001			
10/01/2021	10012100	**EFTPS* Payroll Taxes	10,520.86
10/01/2021	10012100	**EFTPS* Payroll Taxes	10,520.86
10/01/2021	10012100	**EFTPS* Payroll Taxes	2,460.51
10/01/2021	10012100	**EFTPS* Payroll Taxes	2,460.51
10/01/2021	10012100	**EFTPS* Payroll Taxes	13,784.13
Total 100121001:			
	5		39,746.87
100121002			
10/01/2021	10012100	Alerus Financial	350.00
Total 100121002:			
	1		350.00
100121003			
10/01/2021	10012100	STATE OF MICHIGAN	5,890.80
Total 100121003:			
	1		5,890.80
100121004			
10/01/2021	10012100	Vantagepoint - 401 Plan 109153	957.68
Total 100121004:			
	1		957.68
100121005			
10/01/2021	10012100	Vantagepoint - 457 Plan 300959	5,333.00
10/01/2021	10012100	Vantagepoint - 457 Plan 300959	2,418.72
10/01/2021	10012100	Vantagepoint - 457 Plan 300959	4,167.37
10/01/2021	10012100	Vantagepoint - 457 Plan 300959	7,911.93
Total 100121005:			
	4		19,831.02
100121006			
10/01/2021	10012100	Vantagepoint - Roth IRA 706117	1,080.76
Total 100121006:			
	1		1,080.76
Grand Totals:			
	13		67,857.13



Check Number	Payee	Amount
10/05/2021		
3680	CHARLEVOIX COUNTY TREASURER	57,075.68
3681	CHARLEVOIX PUBLIC SCHOOLS	82,943.63
3682	CHARLEVOIX PUBLIC SCHOOLS	6,116.91
3683	CHARLEVOIX PUBLIC SCHOOLS	10,715.73
3684	CHARLEVOIX PUBLIC SCHOOLS	1,900.36
3685	CHARLEVOIX PUBLIC SCHOOLS	2,249.91
3686	CITY OF CHARLEVOIX - TAXES DUE	67,340.36
Total 10/05/2021:		228,342.58
Grand Totals:		228,342.58

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2021 Right of Way Tree Planting for \$34,645

DATE: October 4, 2021

BACKGROUND:

In the approved 2021/22 budget, we allocated money for our annual right of way tree planting project. The tree planting project is budgeted in the Local and Major Street Funds.

Over the last few months, the Shade Tree and Parks Commission has been identifying several locations in which trees could be planted in the right of way. We have contacted the property owners to notify them of the kind of tree species and the tree location so they are aware of the project.

In mid-September we advertised for sealed bids for this project and on September 28th we opened one sealed bid (see attachment). The bid received was from Louis A. Hoffman Nursery out of Harbor Springs and includes the planting of 83 trees throughout the town.

We have worked with this company for many years in the past with great success. As stated in their bid all of the 83 trees will be planted this fall.

The total cost of the bid presented of \$34,645 is also within our budgeted amount for the year.

RECOMMENDATION:

Motion to approve the bid, as submitted by Louis A. Hoffman Nursery, in the amount of \$34,645.

ATTACHMENTS:

- ▣ Bid Tabulation



CITY OF CHARLEVOIX

TREE PLANTING BID

Bid Opening at City Hall
September 28, 2021 – 11:00am

Bidder Name	Total Cost
Louis A. Hoffman Nursery Harbor Springs, MI	\$34,645

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2021/22 City Garbage Pick Up Contract

DATE: October 4, 2021

BACKGROUND:

On October 31, 2021 our existing contract with American Waste will be expiring for the pick up of garbage at all of our City owned facilities. These locations include City Hall, Public Services Facility, Sewer Treatment Plant, City Golf Course, Cemetery and the McSaubia Ski Hill. This service is also for any temporary dumpsters/roll offs that are needed for the various festivals throughout the summer.

In early September we advertised for this service and on September 28, 2021 we opened two sealed bids, see attachment.

The low bid was provided by Little Traverse Disposal out of Harbor Springs Mi. Little Traverse Disposal is also the company that has handled our spring/fall refuse pick up for the last two years. We have also relied on Little Traverse to provide all of our festival dumpsters for the last few years along with handling all of the marina garbage. Although they are a smaller, but more locally owned business, they have assured me that they have enough employees, equipment and resources to provide the level of service the City requires.

There is also a clause in the bidding documents that, if we choose, we can extend the contract for an additional year.

RECOMMENDATION:

Motion to approve the bid, as submitted, by Little Traverse Disposal and authorize the City Manager to sign all required documents.

ATTACHMENTS:

- ❑ Refuse Bid Tab 2021



CITY OF CHARLEVOIX

REFUSE BID

Bid Opening at City Hall
September 28, 2021 – 11:00am

Bidder Name	Total Cost
Little Traverse Disposal Harbor Springs, MI	See attached bid.
American Waste/GFL	See attached bid.

BID AND SUMMARY OF REQUIREMENTS FORM

To: The City of Charlevoix, Charlevoix, Michigan

Proposals must be delivered before 11:00 am, September 28, 2021.

\$ 5.50 Per cu. yd. rate per dump for various size dumpsters at various City facilities. Locations to be Public Service Facility, (6) City Hall, Sewer Treatment Plant, Golf Course, Cemetery and McSaubia Ski Hill.

The City's Public Service Facility may require a 20-yard permanent roll off.

\$ 30 Per cubic yard per dump. Waste will be compactable

\$ 100 Monthly rental fee *If not dumped in a month*
\$ 850 *per pull - Total - NO*

The following is to be considered incidental to this Contract:

Contractor to provide 6 cubic yard temporary dumpsters and 20 cubic yard temporary dumpsters at locations determined by City for miscellaneous events. Placing, time, and dumping to be determined by City. Waste will be compactable.

TEMPORARY EVENT DUMPSTERS

\$ 120 Delivery charge *each small dumpsters*

\$ 25 Cubic yard charge

\$ 0 Removal charge

\$ 850 20 yard roll off *per unit - Total*
** Delivery included*

Please list any other notes or fees below:

if small 6yd used for construction - it is \$30/yd

PROPOSAL SUBMITTED BY:

Little Truss Disposal

Company Name


Company Representative (signature)

9-17-2021

Date

THIS PROPOSAL SHALL BECOME A CONTRACT WHEN SIGNED BY THE CITY OF CHARLEVOIX.

Aron Warner

Bidder (signature)

731 838 3976

9-17-2021

Date

CITY OF CHARLEVOIX

City of Charlevoix (signature)
Mark Heydlauff

Date

BID AND SUMMARY OF REQUIREMENTS FORM

To: The City of Charlevoix, Charlevoix, Michigan

Proposals must be delivered before 11:00 am, September 28, 2021.

\$110.00 Per cu. yd. rate per dump for various size dumpsters at various City facilities. Locations to be Public Service Facility, City Hall, Sewer Treatment Plant, Golf Course, Cemetery and McSaubia Ski Hill.

The City's Public Service Facility may require a 20-yard permanent roll off.

\$616.00 **This is a per pull charge**
Per cubic yard per dump. Waste will be compactable
This includes all fees
\$N/A Monthly rental fee

The following is to be considered incidental to this Contract:

Contractor to provide 6 cubic yard temporary dumpsters and 20 cubic yard temporary dumpsters at locations determined by City for miscellaneous events. Placing, time, and dumping to be determined by City. Waste will be compactable.

TEMPORARY EVENT DUMPSTERS

\$100.00 Delivery charge

\$30.00 Cubic yard charge

\$100.00 Removal charge

\$671.00 20 yard roll off
**This includes all fees*
for roll-off.*

Please list any other notes or fees below:

All Front load and roll-off service will
have a 10% fuel and environmental
Surcharge. The roll-off prices quoted here
have the 10% Surcharge already added in.

PROPOSAL SUBMITTED BY:

American Waste / GFL
Company Name

Gill Harris
Company Representative (signature)

9-28-21
Date

THIS PROPOSAL SHALL BECOME A CONTRACT WHEN SIGNED BY THE CITY OF CHARLEVOIX.

Bidder (signature)

Date

CITY OF CHARLEVOIX

City of Charlevoix (signature)
Mark Heydlauff

Date

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: City Marina Fees 2022

DATE: October 4, 2021

PRESENTED BY: Kent Knorr, Recreation Director

BACKGROUND:

The Charlevoix City Marina continues to be one of the most sought after and desirable locations in Michigan. Recognized by USHarbors.com as Americas Best Marina in 2021. The amenities that we offer, our close proximity to downtown and East Park, combined with a wide variety of tourist, leisure, and recreational opportunities creates a very high demand and busy environment.

From late June until mid August we are near capacity nightly. During the month of July we have additional demand due to major events such as Boyne Thunder and Charlevoix's Venetian Festival.

The Michigan State Waterways Commission has released their 2022 transient boat rates. Those rates will be consistent to the 2021 rates with no increases. The Rate Schedule is attached. Currently transient boaters are charged Rate Level "H". Under this model, a 40 foot boat would be charged \$70 a day.

The Current Rates are as follows:

- Transient boaters are charged Rate Level "H". The City charged Level "J" during Boyne Thunder and Venetian Festival. The City offered buy one, get one free in the early and late season.
- Seasonal boaters are currently being charged level "E" multiplied by 156 days. The seasonal rate for a 40 foot boat is currently \$8,424.
- At the Burns Street Dock the current rate is \$50 per foot of boat length for the 4 slips. Maximum Boat Length 25 Ft.
- At City Marina the Seasonal Dingy Rate is currently \$550 per season. These are four slips that are undesirable for transient rentals. These slips lack power, clear entry and exit points due to not having a perpendicular finger next to the tie off point, or are easily blocked by other boats.

The Recreation Department is recommending a transient rate system that optimizes rates based on anticipated usage. We are recommending the following rates:

- Pre and Post Season Rates at Tier B
- Shoulder Season Rates at Tier H
- Prime Season Rates at Tier I
- Special Events Rates at Tier J

For seasonal rates the Recreation Department is recommending the following rates:

- Seasonal boaters continue at the current formula of level "E" multiplied by 156 days. The seasonal rate for a 40 foot boat would be \$8,424.
- Continue the Burns Street Dock current rate of \$50 per foot of boat length.
- At City Marina the Seasonal Dingy Rate be set the rate of \$75 per foot of boat length.

RECOMMENDATION:

Motion to set Marina Transient Fees at an optimized tier level. Rate "B" for preseason and post-season. Rate "H" for shoulder season. Rate "I" for Prime Season and Rate "J" for Special Events of Boyne Thunder and Venetian Festival.

Motion to set the seasonal rate at level "E" multiplied by 156 days.

Motion to set the Burns Street Dock rate at \$50 per foot.

Motion to set the Dingy Rate at \$75 per foot.

Motion to direct the Recreation Department to book the Venetian Festival weekend via email system for the 2022 season.

ATTACHMENTS:

- ▣ 2022 Transient Rate Schedule MI
- ▣ Recommended 2022 City Marina Rates

2022 Transient Rates

Boat Length	A	B	C	D	E	F	G	H	I	J
25	\$19	\$22	\$27	\$31	\$34	\$37	\$40	\$44	\$48	\$52
26	\$20	\$23	\$28	\$32	\$35	\$38	\$42	\$46	\$49	\$54
27	\$21	\$24	\$29	\$33	\$37	\$40	\$43	\$47	\$51	\$56
28	\$21	\$25	\$30	\$35	\$38	\$41	\$45	\$49	\$53	\$58
29	\$22	\$26	\$31	\$36	\$39	\$43	\$46	\$51	\$55	\$60
30	\$23	\$27	\$32	\$37	\$41	\$44	\$48	\$53	\$57	\$62
31	\$24	\$28	\$33	\$38	\$42	\$46	\$50	\$54	\$59	\$64
32	\$24	\$29	\$34	\$40	\$44	\$47	\$51	\$56	\$61	\$66
33	\$25	\$30	\$35	\$41	\$45	\$49	\$53	\$58	\$63	\$68
34	\$26	\$31	\$36	\$42	\$46	\$50	\$54	\$60	\$65	\$70
35	\$27	\$32	\$37	\$43	\$48	\$52	\$56	\$61	\$67	\$72
36	\$27	\$32	\$38	\$45	\$49	\$53	\$58	\$63	\$68	\$74
37	\$28	\$33	\$39	\$46	\$50	\$55	\$59	\$65	\$70	\$76
38	\$29	\$34	\$40	\$47	\$52	\$56	\$61	\$67	\$72	\$78
39	\$30	\$35	\$41	\$48	\$53	\$58	\$62	\$68	\$74	\$80
40	\$30	\$36	\$42	\$50	\$54	\$59	\$64	\$70	\$76	\$82
41	\$31	\$37	\$43	\$51	\$56	\$61	\$66	\$72	\$78	\$84
42	\$32	\$38	\$45	\$52	\$57	\$62	\$67	\$74	\$80	\$87
43	\$33	\$38	\$46	\$53	\$58	\$64	\$69	\$76	\$82	\$89
44	\$33	\$40	\$47	\$55	\$60	\$65	\$70	\$77	\$84	\$91
45	\$34	\$41	\$48	\$56	\$61	\$67	\$72	\$79	\$86	\$93
46	\$35	\$41	\$49	\$57	\$63	\$68	\$74	\$81	\$87	\$95
47	\$36	\$42	\$50	\$58	\$64	\$70	\$75	\$83	\$89	\$97
48	\$36	\$43	\$51	\$60	\$65	\$71	\$77	\$84	\$91	\$99
49	\$37	\$44	\$52	\$61	\$67	\$73	\$78	\$86	\$93	\$101
50	\$38	\$45	\$53	\$62	\$68	\$74	\$80	\$88	\$95	\$103
51	\$39	\$46	\$54	\$63	\$69	\$75	\$82	\$89	\$97	\$105
52	\$40	\$47	\$55	\$64	\$71	\$77	\$83	\$91	\$99	\$107
53	\$40	\$48	\$56	\$66	\$72	\$78	\$85	\$93	\$101	\$109
54	\$41	\$49	\$57	\$67	\$73	\$80	\$86	\$95	\$103	\$111
55	\$42	\$50	\$58	\$68	\$75	\$81	\$88	\$96	\$105	\$113
56	\$43	\$50	\$59	\$69	\$76	\$83	\$90	\$98	\$106	\$115
57	\$43	\$51	\$60	\$71	\$78	\$84	\$91	\$100	\$108	\$117
58	\$44	\$52	\$61	\$72	\$79	\$86	\$93	\$102	\$110	\$119
59	\$45	\$53	\$63	\$73	\$80	\$87	\$94	\$103	\$112	\$122
60	\$46	\$54	\$64	\$74	\$82	\$89	\$96	\$105	\$114	\$124
61	\$46	\$55	\$65	\$76	\$83	\$90	\$98	\$107	\$116	\$126
62	\$47	\$56	\$66	\$77	\$84	\$92	\$99	\$109	\$118	\$128
63	\$48	\$57	\$67	\$78	\$86	\$93	\$101	\$110	\$120	\$130
64	\$49	\$58	\$68	\$79	\$87	\$95	\$102	\$112	\$122	\$132
65	\$49	\$59	\$69	\$81	\$88	\$96	\$104	\$114	\$124	\$134
66	\$50	\$59	\$70	\$82	\$90	\$98	\$106	\$116	\$126	\$136
67	\$51	\$60	\$71	\$83	\$91	\$99	\$107	\$118	\$127	\$138
68	\$52	\$61	\$72	\$84	\$92	\$101	\$109	\$119	\$129	\$140
69	\$52	\$62	\$73	\$86	\$94	\$102	\$110	\$121	\$131	\$142
70	\$53	\$63	\$74	\$87	\$95	\$104	\$112	\$123	\$133	\$144
71	\$54	\$64	\$75	\$88	\$97	\$105	\$114	\$124	\$135	\$146
72	\$55	\$65	\$76	\$89	\$98	\$107	\$115	\$126	\$137	\$148
73	\$55	\$66	\$77	\$91	\$99	\$108	\$117	\$128	\$139	\$150
74	\$56	\$67	\$78	\$92	\$101	\$110	\$118	\$130	\$141	\$152
75ft plus	\$0.76	\$0.90	\$1.06	\$1.24	\$1.36	\$1.48	\$1.60	\$1.75	\$1.90	\$2.06

Recommended 2022 Rates at City Marina

Transient Rates-Optimized Pricing Schedule

Pre-Season Open May 9- May 26 = tier B (this is 50% less than H, where we are now- no change-eliminates buy one get one)

Shoulder Season May 27- June 23 = tier H (current rate)

Prime Season June 24- August 11= Tier I (new rate)

Special Events Boyne Thunder July 8 & 9= Tier J Venetian Festival July 20-24=Tier J (current rate)

Shoulder Season August 12- September 5 = tier H (current rate)

Post Season September 6- October 9 = tier B (this is 50% less than H, where we are now- no change-eliminates buy one get one)

Seasonal Rate

- | | |
|----------------------------------|--|
| • Seasonal Slips City Marina | Level "E" multiplied by 156 days. (current rate) |
| • Seasonal Slip Burn Street Dock | \$50 per foot Max 25' boat (current rate) |
| • Seasonal Dingy City Marina | \$75 per foot Max 25' boat (new rate) |

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: City Manager's Comments

DATE: October 4, 2021

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

A. Captain's Watch Fire

As you know, last week there was a fire at the Captain's Watch condo complex on Park Avenue. Aside from a minor injury, everyone was unharmed. I appreciate the work of Chief Thorp and our Fire Department who battled the fire in rainy weather and helped the residents recover belongings as best as they could. I understand the insurance investigation is still underway.

B. Charlevoix Superfund Site Update

This week Charles Rodriguez from the EPA informed me that drilling for the pilot testing of the selected cleanup technology has been moved to early December. The drilling schedule should be finalized in October, which will help determine a date for a virtual meeting to be held a few weeks in advance informing residents on details about the pilot testing. Due to Covid-related precautions, the meeting will be hosted online. An invitation for the virtual meeting will be sent to residents and stakeholders via mail, newspaper notice, and email.

ATTACHMENTS:

- ❑ Planning Commission Minutes
- ❑ Recreation Advisory Committee Minutes
- ❑ Housing Commission Minutes

**CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
COUNCIL CHAMBERS, CITY HALL, 210 STATE STREET
Monday, August 9, 2021 - 6:00 p.m.**

A. Call to Order

The meeting was called to order at 6:00 p.m. by Chair Waddell.

B. Roll Call

Chair	RJ Waddell
Members Present:	Sherm Chamberlain, Annemarie Conway, Toni Felter, David Gray, Mary Millington
Members Absent:	Jennifer Muladore, Reid Beegen
Staff Present:	Zach Vega, Networks Northwest; Jonathan Scheel, Zoning Administrator; Dean Martin, Community Development Fellow

Clerk's Note: Prior to the meeting, Member Emma Suarez Pawlicki submitted her resignation from the Planning Commission to the Mayor.

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Motion by Member Chamberlain, second by Member Millington to approve the agenda as presented. Motion passed by unanimous voice vote.

E. Approval of the Minutes

1. July 12, 2021 Meeting Minutes

Motion by Member Conway, second by Member Chamberlain to approve the minutes of July 12, 2021 as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. New Business

1. Work Session: Future Land Use Mapping

Zach Vega, Networks Northwest, explained that the Land Use Map identifies land uses most appropriate for a particular part of the community for the next 10-25 years. The map takes into account recent and future changes in the community and how the built environment can be effectively managed to facilitate those changes in a sustainable manner. The Future Land Use Map and its incorporation into the City's 2021 Master Plan update will guide many of the community's planning and zoning decisions in the coming year.

Mr. Vega reviewed the future land use categories from the previous plan, and discussion followed regarding the issue of Missing Middle Housing, Future Land Use Plan Designations and Corresponding Zoning Districts. Discussion continued regarding housing options for converting larger older homes into multi-family units, available duplex and triplex units, accessory dwelling units, rehabilitation efforts for older homes, short-term rentals, loss of year-round housing for families, and minimum square footage for housing. After discussion, the Commission agreed that additional language addressing triplexes and four-plexes in R2-A zoning was needed.

Mr. Vega began a discussion of each of the commercial Future Land Use Plan Designations and Corresponding Zoning Districts. Member Chamberlain felt that the Scenic Reserve category should recognize the boating industry. Chair Waddell stated that the Public Facilities section needs to be revised to reflect changes with the middle and elementary schools, and the addition of the new Public Works building.

Fellow Martin explained that the Council just launched an RFP for a property on Marion Center Road that was currently zoned as General Commercial, however they do not have a formal interest to rezone the property yet until they receive a development offer that requires more zoning changes such as the vertical integration of future development.

Fellow Martin referenced redevelopment ready sites and noted that current zoning fits well with the vision that was established by the Planning Commission. He stated that three of the properties were currently zoned CBD – Central Business District. He felt the R-4 bus garage was suitable with the other surrounding properties, and the only potential area to look at was the development area on top of Hurlbut Avenue which is currently zoned Mixed Use and is part of the DDA District. Discussion followed regarding whether to zone that area from Mixed Use to Central Business District which would allow 5' greater in height.

Zoning Administrator Scheel referenced the abandoned gas station on Petoskey Avenue. He advised that a couple of Council members felt that whole area might be better off being rezoned R-4. He stated that was an area he'd liked the Commission to think about. There was further discussion regarding the area east of the Peppervine development, far west area above the Airport with R-1 zoning where Swanson Construction is located, and the industrial area that is not really industrial on the back side of the Airport which could be R-2 instead of R-4. Fellow Martin referenced a vacant lot on Cherry Street owned by the Community Reformed Church which had been identified as a potential long-term development property. Chair Waddell referenced the historical overall district on Petoskey Avenue which should be identified on the maps. The commission looked at the Planning Map for areas in the future that could be a good fit for R2A.

H. Old Business

I. Staff Updates

Planner Neal has a new daughter; mother and daughter doing well. Fellow Martin will be leaving us August 31st. The Planning Commission appreciates his efforts for the Planning Commission and the city.

J. Request for Next Month's Agenda or Research Items

K. Adjournment by 8:00 PM Unless Extended by Motion

Meeting adjourned at 7:59 p.m.

Joyce M. Golding/fgm

City Clerk

R.J. Waddell

Chair



CITY OF CHARLEVOIX RECREATION ADVISORY COMMITTEE

Council Chambers and Zoom
Wednesday, June 9, 2021 at 5:00 PM
Meeting Minutes

I. Call to Order/Roll Call

Chair Seely called the meeting to order at 5:05 PM.

Members Present in person: Seely, Gowell, Kelly, Matye, Bryan, Fruk, Oosthuizen, Klinger, Pemble
Staff Present: Knorr, Anzell

II. Inquiry Regarding Possible Conflicts of Interest

None.

III. Determination of a Quorum

Yes.

IV. Motion to Approve Minutes

A. April 14, 2021 Meeting Minutes

Chair Seely called for a motion to approve the April 14, 2021 meeting minutes. Motion made by Member Bryan, second by Member Gowell. Motion passed by a unanimous voice vote.

All of the Agenda items are addressed in the Directors report below and includes committee comments.

Directors Report June 2021

Charlevoix in the Summer! There is not a better place if you ask me.

Based on the frequency of the bridge going up and down we are into the summer season. The Recreation Department is in full swing. My office looks like a warehouse with all the boxes of t-shirts, sports equipment, new signs, banners, and piles of invoices. The reality is that once everything is going, Beth and I can take a moment to catch our breath, but during the planning process it gets a little crazy.

I want to stress to everyone that if you are interested in doing any additional volunteering with the Recreation Department, we have a number of opportunities, and I will attempt to highlight those in the following report. As we continue to see increased participation and interest in all the great activities, the need for more help increases.

DOG PARK UPDATE

- The Fence is completed
- We are currently in a "soft opening".
- We are presenting our plans to go live on Patronicity after the June 21st City Council Meeting
- Our goal is to raise \$17,000 for benches, water fountain, waste bags, trees, and other amenities.
- I think we will do a ribbon cutting around early July-to emphasize the fund raiser.

If you would like to help plan at an early July ribbon cutting, we will be getting the Dog Park Committee together and welcome others! Member Bryan asked if there would be agility features installed at the park. Director Knorr indicated that yes, probably one of the last phases of the park.

Kayak Launch

- We were scheduled to have the launch installed May 24th
- Unfortunately, materials are on back order. We do not have a clear timeline. We are working hard to get a committed time frame for work to start and finish.

- Ribbon Cutting will be soon after installation.

Jr. Main Street Ball Field Project

- Funding raising continues. We hope that the work will start in late July.
- Currently awaiting updated quotes for new soil

Grants Submitted

- Waterways Grant Submitted for \$84,000 for skid Piers at Ferry Beach
- Michigan Passport Grant Submitted for Michigan Beach Park Upland area
 - Includes pedestrian walkway, improved parking, 3 rain gardens, improvements to pathway and new overlook.

NO updates on these Grants yet.

T ball and Softball

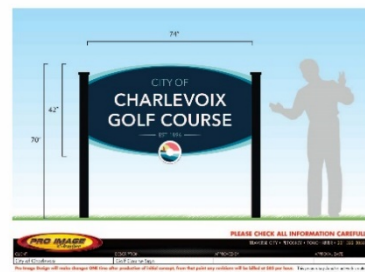
- Play is starting next week for Tball.
- Seeking Coaches and field monitors
- Registration is a little lower this year. 48 kids to date. We were at 54 in 2019.
- This Saturday is our Tball Tailgating Picnic from 10-Noon!

Marina Updates

- Did you know that Charlevoix City Marina has been selected as the Best Harbor 2021 Contest Winner by US Harbors Website? Hopefully this will be the first of many awards! https://www.usharbors.com/2021/06/best-harbor-2021-contest-winners-announced/?mc_cid=c2195d32d4&mc_eid=15d5543726
- Our new Harbor Master Denny McDermott is doing a great job.
 - He has hit the ground running.
 - We have 5 new seasonal staff members at the Marina.
 - One major change this year is that Denny is very hands on in repairs. He is personally improving and updating decking. He is also teaching the staff to do this hands-on work.
 - The staff are also better utilizing the DNR software. Denny understands the ins and outs of this software and is helping bring staff up on ways to better utilize the software.
 - Installing a dog walking area in grass below the pavilion. Thanks, Brenda, for the great suggestion-signs are ordered.
- If you are near the Marina, swing in and say hi to the staff.

Golf Updates

- Course is in great shape.
- Play is booming. May Numbers are looking good. Hopefully I will have a comparison before the meeting.
- Junior Golf Sign up Saturday June 13 at 5:00-bring your putter
- Duffers League Tees Off June 16



- The new Golf Course Sign has been ordered and should be installed by July 11th
- We hope to be hosting a three-club tournament as part of Venetian Games
- We will be hosting a 4-person family scramble "Fam Scram" in August with Black Market hosting a hog roast.

Tennis and Pickleball Updates

- Tuesday, Thursday, and Saturday Morning Pickleball group is getting 30-40 people each day.

- Junior Tennis registration is open

Farmers Market

- We are off to a great start
- Vendors are reporting above average start to the season
- We are working hard to have a Monday night market
- Beth is securing sponsorship for the Music at both Mondays and Thursday.
- We welcome Volunteers at the Market Booth- If interested see Beth! Mostly giving directions and selling tokens.

Day Camp

- We are full capacity of 70 People (increased by 10 since April)
- Waitlist every week
- Staff Training Next Week-We will be doing an interagency training with Police and EMS and Life Guards.
- Implementing our new grant for environmental education from the CCF
- Only two new staff. We have some great talent on staff.
- Got a special skill or interest that you'd like to share at camp? Let us know.

Recreation Master Plan

- We have selected Beckett & Raeder to complete our masterplan
- There will be many opportunities to provide input.
- Tonight from 6-8
- One more round of stakeholders
- Survey has started-see attached hand out

Inland Seas Fundraiser Idea

- Inland Seas will be here on July 1 and will be taking out 45 day camp kids on expeditions through round lake and lake Charlevoix
- We have opportunity to rent the vessel that evening for \$600
- We will sell 28 tickets at \$100
 - Includes a cruise dessert
 - Silent auction
 - Sunset cruise from 8:30-10:00
 - All proceeds will go the scholarship fund
 - Thanks to Sarah and Jenn for Volunteering!

Skate Park

- New Hours 9:00-9:00 seven days a week
- Still pay to use. Honor system when not staffed.
- There will be a sign in sheet
- New Rules Signs
- If you are near the park, be sure to swing in and check out the action. Great Staff and lots of fun.

Plein Air Artist

- This year's Charlevoix Circle of Arts theme is highlighting the City parks and recreation areas
 - July 15th and July 16th
 - Sale July 16 5-7 PM
- Any questions see Sarah Matye

Thanks for your help serving the RAC. Enjoy your summer. If you need anything, have a brilliant idea, or would like to explore Charlevoix, give us a call.

VI. Call for Public Comment

None.

VII. Miscellaneous Business

Chair Seely recommended thinking now about member terms and expiration of same. He would like to know at the September meeting who is planning on remaining on the committee.

Discussion was held about the Hammock Park, specifically having people bring their own vs loaning them out. Chair Seely suggested a combination of both. Possibly having them available at the Marina and Michigan Beach Concession.

Adjournment

With no other business to discuss, Chairperson Seely called for a motion to adjourn at 5:46 PM. Motion made by Member Scott, second Member Fruk. Motion passed by a unanimous voice vote.

Future meeting schedule: September 8 and December 8, 2021.



CHARLEVOIX HOUSING COMMISSION

210 WEST GARFIELD ST.

CHARLEVOIX, MICHIGAN 49720

(231) 547-5451

PROJECT
PINE RIVER PLACE

REGULAR MEETING

CHARLEVOIX HOUSING COMMISSION

TUESDAY, AUGUST 17, 2021 2:00 P.M.

PINE RIVER PLACE COMMUNITY ROOM

AGENDA:

Call to Order/Roll Call

Additions to the Agenda

Approval of June & July Payables and June Meeting Minutes

Old Business: CARES Act Funding Update

T-Mobile

New Business:

RESOLUTION #IX-21 - HUNTINGTON BANK SAFEKEEPING

Executive Director's Report -

Audit Findings

Huntington Bank Options

Work Truck

COVID Cleaning

Garage Roof

Lawn Sprinklers

Public Comment

Adjournment

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PROJECT
PINE RIVER PLACE

REGULAR MEETING

CHARLEVOIX HOUSING COMMISSION

Tuesday, August 17, 2021

2:00 P.M.

PINE RIVER PLACE COMMUNITY ROOM

Commissioners Present: Mitts Lee, Laurene Crandall, R.J. Waddell, Lillian Left, Joan Buday

Commissioners Absent: None

Others Present: Pat Kerr CHC-Maintenance Supervisor, Supervisor, Annessa Haist-Director-MPHC, Cindy Morris CHC-Occupancy Specialist and Residents of Pine River Place.

Chairperson Mitts Lee called the meeting to order at 2:01 p.m.

ADDITIONS TO THE AGENDA: None

OLD BUSINESS: CARES Act Funding Update

Annessa Haist-Director MPHCC spoke briefly on the CARES Act updating information.

T-MOBILE – Update was provided informing of the deadline for ending the contract by September 30, 2021, per Annessa Haist-Director MPHCC. Other options are available thru Charter/Spectrum for the residents of Pine River Place. These options will be given to them within the next few days.

NEW BUSINESS: Resolution #IX-21 – Huntington Bank Safekeeping

Information was provided by Annessa Haist – Director MPHCC, brief discussion was had by all Commissioners.

Motion by Commissioner Crandall to accept the Resolution #IX-21 Huntington Bank Safekeeping. Seconded by Commissioner Waddell supporting.

Ayes: Lee, Crandall, Waddell, Left, Buday

Nays: None

EXECUTIVE DIRECTORS REPORT:

Per Director, MPHC – Annessa Haist the Charlevoix Housing Commission had their Annual Yearly Audit. She reported on the outcome of the Audit done by Smith & Klaczekiewicz.

Huntington Bank Options were noted and a Resolution was approved.

Annessa Haist, Director MPHC reported the Charlevoix Housing Commission purchased a Pickup Truck from Charlevoix Auto.

Monies from the CARES Act were used for a cleaning during the month of August, 2021. Annessa Haist, Director MPHC spoke on details of this.

Update on the new garage roof was discussed by the Director MPHC, Annessa Haist.

An update on the lawn sprinkler system was given, fixed by the Maintenance Supervisor of the CHC. Positive discussion was had.

Public Comment on subjects unrelated to Agenda items: Community Room lighting was commented on letting Residents be aware Maintenance is working on. Parking lot lights also were mentioned, it was noted they are on order. Could be up to 13 weeks for delivery.

Adjournment: Meeting was adjourned at 2:42 p.m. by Mitts Lee – President.

Respectfully submitted and approved by:

A handwritten signature in black ink, appearing to read 'Annessa Haist', is written over a horizontal line.

Executive Director, Annessa Haist – CHC/MPHC

The next Board Meeting is September 21, 2021 at 2:00 p.m. at the Pine River Place Community Room at 210 W. Garfield St., Charlevoix, MI. 49720