



Agenda
City of Charlevoix City Council Regular Meeting
Tuesday, September 5, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Presentations**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
 - A. City Council Meeting Minutes - August 21, 2023
 - B. Accounts Payable and Payroll Check Registers
 - C. Corrected Purchase Price of Foreclosed Parcel on Antrim St. 052-270-001-50
- 6. Public Hearings and Actions Requiring Public Hearings**
- 7. All Other Actions and Requests**
 - A. 2024 Goals and Planning
Mark Heydlauff, City Manager
 - B. Council Appointment-Recreational Authority Board
Mark Heydlauff, City Manager
 - C. Mayoral Appointment
Mayor Lyle Gennett
- 8. Reports and Communications**
 - A. Public Comment
 - B. City Manager's Comments
 - C. Mayor and Council Comments
- 9. Other Council Business**
- 10. Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email clerk@charlevoixmi.gov. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.

Charlevoix City Council

Consent Agenda

Title: City Council Meeting Minutes - August 21, 2023

Date: September 5, 2023

Presented By:

Background:

Recommendation:

Attachments:

1. City Council Draft Meeting Minutes 08/21/2023

City of Charlevoix
City Council Regular Meeting Minutes
Monday, August 21, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Mayor Gennett. The Council, staff, and members of the public rose and recited the Pledge of Allegiance.

2. Roll Call

Mayor: Lyle Gennett

Members Present: Shane Cole, Aaron Hagen, Janet Kalbfell, Mark Knapp, Phil Parr, Richard Spring

Members Absent: None

City Manager: Mark L. Heydlauff

City Clerk: Sarah J. Dvoracek

3. Presentations

A. Police Department Update

Jill McDonnell, Chief of Police

Chief McDonnell thanked Council and the community for a great first six months. Chief McDonnell provided a detailed report on the department's accreditation status.

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

Mayor Gennett opened the item for public comment. None were heard.

Motion by Parr, seconded by Kalbfell to approve the consent agenda as presented.

Yeas: Spring, Hagen, Knapp, Kalbfell, Parr, Cole

Nays: None

Absent: None

Motion carried.

A. City Council Meeting Minutes - August 7, 2023

Motion to approve the minutes as presented.

B. Accounts Payable and Payroll Check Registers

Motion to approve the accounts payable and payroll check registers as presented.

Dates	Description	Amount
08/18/2023	Payroll Transmittal Checks	\$5,264.05
08/18/2023	Payroll (net pay)	\$143,844.42
08/22/2023	Regular Accounts Payable	\$358,482.26
08/03/2023-08/18/2023	ACH/WIRE Payments	\$262,562.83

08/10/2023	Tax Disbursement	\$1,088,284.05
Grand Total		\$1,858,437.61
To view the entire accounts payable and payroll check registers, please Click here.		

- C. Michigan Municipal League Annual Meeting Notice-Designation of Voting Delegate
Motion to designate Mayor Lyle Gennet to cast the vote of the City of Charlevoix at the MML's Annual Meeting held on October 18, 2023.
- D. 50 kVA Transformer Purchase
Motion to approve the proposal from Power Line Supply for six (6) SETI 50 kVA pole mount transformers in the amount of \$24,480 and a delivery of 20 - 24 weeks.
- E. Odmark Pavilion Request for Use
Motion to approve the use of Odmark Pavilion for a service on September 3, 2023.

6. Public Hearings and Actions Requiring Public Hearings

7. All Other Actions and Requests

- A. Van Pelt Alley Reconstruction
Mark Heydlauff, City Manager
City Manager Heydlauff explained the proposed project in detail.

Mayor Gennett opened the item for public comment. None were heard.

Motion by Spring, seconded by Kalbfell to approve Van Pelt Alley reconstruction of a brick paver intersection by Team Elmer's Construction for \$69,440 conditioned on a cost split with the Downtown Development Authority of \$22,500 and authorize the City Manager to sign all necessary documents.

Yeas: Spring, Hagen, Knapp, Kalbfell, Parr, Cole

Nays: None

Absent: None

Motion carried.

8. Reports and Communications

A. Public Comment

- Kevin McLennon, of 1003 State Street, had questions about funding for sidewalks and overgrown trees. Mr. McLennon also stated that Antrim Street is also in poor condition.

B. City Manager's Comments

- Thanked the Fire Department and the Police Department for their work in the recent fire over the weekend
- The recent annexation request was submitted to the Office of the Great Seal and was denied, staff contacted the County and requested them to correct

C. Mayor and Council Comments

9. Other Council Business

A. Closed Session: City Manager's Annual Performance Review (MCL 15.268 (1a))

Mayor Gennett opened the item for public comment. None were heard.

Motion by Kalbfell, seconded by Cole to enter closed session for the purpose of evaluating the City Manager's performance pursuant to MCL 15.268. Section 1a {beginning at 6:21 p.m.}.

Yeas: Spring, Hagen, Knapp, Kalbfell, Parr, Cole

Nays: None

Absent: None

Motion carried.

Motion by Kalbfell, seconded by Spring to return to Open Session {at 7:06 p.m.}.

Yeas: Spring, Hagen, Knapp, Kalbfell, Parr, Cole

Nays: None

Absent: None

Motion carried.

Motion by Cole, seconded by Kalbfell to approve the closed session minutes {as read by Clerk Dvoracek}.

Yeas: Spring, Hagen, Knapp, Kalbfell, Parr, Cole

Nays: None

Absent: None

Motion carried.

10. Adjourn

Mayor Gennett adjourned the meeting at 7:07 p.m.

Sarah J. Dvoracek

City Clerk

Lyle Gennett

Mayor

Charlevoix City Council

Consent Agenda

Title: Accounts Payable and Payroll Check Registers

Date: September 5, 2023

Presented By:

Background:

Recommendation:

Motion to approve the accounts payable and payroll check registers as presented.

Attachments:

1. Check Registers 09-05-23 Agenda

Check Number	Payee	Amount
08/24/2023		
140361	AT&T	719.17
140362	AT&T MOBILITY	885.91
140363	CHARLEVOIX STATE BANK	9,632.39
140364	CHARLEVOIX TOWNSHIP TREASURE	88.68
140365	CHARTER COMMUNICATIONS	696.12
140366	CHARTER COMMUNICATIONS OPERA	109.98
140367	CITY OF CHARLEVOIX - MISC	3,556.83
140368	DELTA DENTAL	3,030.91
140369	GREAT LAKES ENERGY	257.60
140370	PRIORITY HEALTH	45,886.61
140371	RANGE TELECOMMUNICATIONS	50.00
140372	UPS	26.19
140373	VSP INSURANCE CO. (CT)	514.73
140374	WEX BANK	265.17

Total 08/24/2023: 65,720.29

Grand Totals: 65,720.29

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

08/24/23	Special Accounts Payable Run	\$	65,720.29
09/01/23	Payroll (net pay)	\$	126,757.27
09/01/23	Payroll Transmittal Checks	\$	5,541.79
09/06/23	Regular Accounts Payable	\$	983,287.75

Checks Sub-Total: \$ 1,181,307.10

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

08/17/23	Neofunds by Neopost	\$	5,000.00
08/21/23	Enterprise FM Trust (fleet lease)	\$	4,326.98
08/21/23	MI Public Power Agency	\$	5,150.85
08/25/23	MI Public Power Agency	\$	204,027.79
08/28/23	MI Public Power Agency	\$	22,230.44
09/01/23	IRS (Payroll Tax Deposit)	\$	45,895.15
09/01/23	Alerus Financial (HCSP)	\$	558.00
09/01/23	Vantagepoint (401 Plan)	\$	1,094.68
09/01/23	Vantagepoint (457 Plan)	\$	20,567.50
09/01/23	Vantagepoint (Roth IRA)	\$	1,170.76
09/01/23	State of MI (Withholding Tax)	\$	6,819.30

ACH Sub-Total: \$ 316,841.45

Huntington National Bank Total: \$ 1,498,148.55

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

08/25/23	Special A/P Tax Disbursement	\$	3,177,915.06
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Charlevoix State Bank Total: \$ 3,177,915.06

Grand Total: \$ 4,676,063.61

APPROVED:


CITY MANAGER


CITY TREASURER


CITY CLERK

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/26/2023	PC	09/01/2023	38049	HEYDLAUFF, MARK L.	102		3,782.81
08/26/2023	PC	09/01/2023	38050	DVORACEK, SARAH J.	105		2,321.15
08/26/2023	PC	09/01/2023	38051	DEROSIA, PATRICIA E.	107		913.30
08/26/2023	PC	09/01/2023	38052	DOTSON, LINDSEY J.	109		1,507.73
08/26/2023	PC	09/01/2023	38053	KLOOSTER, ALIDA K.	121		2,335.30
08/26/2023	PC	09/01/2023	38054	BARNEVELD, RICHELLE	123		1,270.33
08/26/2023	PC	09/01/2023	38055	SCHULZ, GINNY L.	125		1,528.11
08/26/2023	PC	09/01/2023	38056	BRADLEY, KATHLEEN R.	126		1,364.36
08/26/2023	PC	09/01/2023	38057	MILLER, FAITH G.	142		305.48
08/26/2023	PC	09/01/2023	38058	MCGINN, KELLY A.	146		2,704.46
08/26/2023	PC	09/01/2023	38059	SCHEEL, JONATHAN D.	149		2,269.02
08/26/2023	PC	09/01/2023	38060	MCDONNELL, JILL L.	202		2,712.40
08/26/2023	PC	09/01/2023	38061	SCHOLEY, ROBERT W.	204		2,012.92
08/26/2023	PC	09/01/2023	38062	UMULIS, MATTHEW T.	205		1,702.01
08/26/2023	PC	09/01/2023	38063	ORBAN, BARBARA K.	209		1,383.35
08/26/2023	PC	09/01/2023	38064	RILEY, DENISE M.	213		452.45
08/26/2023	PC	09/01/2023	38065	MUNK, CHRISTOPHER J.	215		1,544.01
08/26/2023	PC	09/01/2023	38066	STEWART, MORGAN J.	217		1,483.16
08/26/2023	PC	09/01/2023	38067	CHRISTIANSEN, BRIAN D	218		1,752.77
08/26/2023	PC	09/01/2023	38068	YOUNG, KRISTEN L.	230		1,922.03
08/26/2023	PC	09/01/2023	38069	CONWAY, PATRICK G.	239		658.09
08/26/2023	PC	09/01/2023	38070	BINGHAM, LARRY E.	240		368.27
08/26/2023	PC	09/01/2023	38071	MACGILLIVRAY, ROGER	244		828.45
08/26/2023	PC	09/01/2023	38072	DOTSON, WILLIAM R.	249		584.35
08/26/2023	PC	09/01/2023	38073	DAVIS, RONALD L.	250		181.44
08/26/2023	PC	09/01/2023	38074	WURST, RANDALL W.	411		1,730.83
08/26/2023	PC	09/01/2023	38075	HILLING, NICHOLAS A.	413		1,802.31
08/26/2023	PC	09/01/2023	38076	MEIER III, CHARLES A.	421		1,818.52
08/26/2023	PC	09/01/2023	38077	ZACHARIAS, STEVEN B.	422		2,156.24
08/26/2023	PC	09/01/2023	38078	NEWMAN, MARK J.	424		1,735.66
08/26/2023	PC	09/01/2023	38079	LOUGHMILLER, JOHN A.	425		2,451.71
08/26/2023	PC	09/01/2023	38080	GRIFFITH, JOHN J.	500		2,531.86
08/26/2023	PC	09/01/2023	38081	EATON, BRAD A.	515		2,873.17
08/26/2023	PC	09/01/2023	38082	WILSON, TIMOTHY J.	516		3,360.04
08/26/2023	PC	09/01/2023	38083	LAVOIE, RICHARD L.	519		2,486.13
08/26/2023	PC	09/01/2023	38084	STEVENS, BRANDON C.	521		2,816.78
08/26/2023	PC	09/01/2023	38085	WHITLEY, ANDREW T.	522		2,538.22
08/26/2023	PC	09/01/2023	38086	FARRELL, MITCHELL L.	524		1,921.11
08/26/2023	PC	09/01/2023	38087	ANDERSON, ELIZABETH	526		1,401.92
08/26/2023	PC	09/01/2023	38088	KENWABIKISE, DAVID L.	528		1,239.32
08/26/2023	PC	09/01/2023	38089	ELLIOTT, PATRICK M.	600		3,201.04
08/26/2023	PC	09/01/2023	38090	SCHWARTZFISHER, JOS	603		1,518.41
08/26/2023	PC	09/01/2023	38091	BRADLEY, KELLY R.	614		1,717.49
08/26/2023	PC	09/01/2023	38092	HART II, DELBERT W.	616		1,558.79
08/26/2023	PC	09/01/2023	38093	JONES, ROBERT F.	618		1,761.40
08/26/2023	PC	09/01/2023	38094	THORP JR, WILLIAM D.	623		1,553.01
08/26/2023	PC	09/01/2023	38095	LEITNER, RYAN S.	624		1,750.95
08/26/2023	PC	09/01/2023	38096	REID, ROB A.	632		1,200.62
08/26/2023	PC	09/01/2023	38097	DORAN, JUSTIN J.	634		2,378.61
08/26/2023	PC	09/01/2023	38098	NEDWICK, DAVID J.	642		147.76
08/26/2023	PC	09/01/2023	38099	HART III, DELBERT W.	657		816.14
08/26/2023	PC	09/01/2023	38100	PERSONS, CHLOE M.	659		242.39
08/26/2023	PC	09/01/2023	38101	CONWAY, ANNEMARIE	668		549.39
08/26/2023	PC	09/01/2023	38102	FINNERTY, HOLLY E.	669		1,124.45
08/26/2023	PC	09/01/2023	38103	WILSON, SAMUEL J.	672		697.63
08/26/2023	PC	09/01/2023	38104	POIROT, KENNETH R.	673		925.91
08/26/2023	PC	09/01/2023	38105	VENTZKE, COLE C.	674		930.78

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/26/2023	PC	09/01/2023	38106	WILSON, GARRETT L.	687		834.59
08/26/2023	PC	09/01/2023	38107	HIGGINS, THERESE M.	689		334.34
08/26/2023	PC	09/01/2023	38108	MOOAR, ISAAK S.	690		926.41
08/26/2023	PC	09/01/2023	38109	CRANDELL, ZACKARY R.	691		721.91
08/26/2023	PC	09/01/2023	38110	RABIDEAU, JACOB L.	696		986.53
08/26/2023	PC	09/01/2023	38111	BORTHS, MICHAEL J.	698		882.85
08/26/2023	PC	09/01/2023	38112	POP, ELIZABETH S.	699		349.11
08/26/2023	PC	09/01/2023	38113	KNORR, KENT J.	700		2,223.40
08/26/2023	PC	09/01/2023	38114	ANZELL, BETH A.	702		1,546.15
08/26/2023	PC	09/01/2023	38115	STEBE, LAURA A.	703		128.14
08/26/2023	PC	09/01/2023	38116	STEWART, SPENCER P.	720		517.18
08/26/2023	PC	09/01/2023	38117	MCDERMOTT, DENNIS J.	732		2,046.05
08/26/2023	PC	09/01/2023	38118	JASURDA, DONALD J.	748		887.89
08/26/2023	PC	09/01/2023	38119	DORST, KRISTA M.	749		461.73
08/26/2023	PC	09/01/2023	38120	PARRISH, SAMANTHA K.	750		314.25
08/26/2023	PC	09/01/2023	38121	WHITE III, MARCUS W.	754		948.66
08/26/2023	PC	09/01/2023	38122	SNYDER, JACOB M.	756		374.91
08/26/2023	PC	09/01/2023	38123	CUNNINGHAM, ABIGAIL A.	759		980.61
08/26/2023	PC	09/01/2023	38124	JAREMA, CAROLINE J.	760		35.68
08/26/2023	PC	09/01/2023	38125	ELGART, SARAH N.	769		428.19
08/26/2023	PC	09/01/2023	38126	WALKER, MEREDITH A.	771		103.94
08/26/2023	PC	09/01/2023	38127	SMITH, ANNA K.	773		24.66
08/26/2023	PC	09/01/2023	38128	JAREMA, ALISON, K.	774		24.24
08/26/2023	PC	09/01/2023	38129	LEVY, JAYDEE L.	775		24.24
08/26/2023	PC	09/01/2023	38130	DOWDS, LILLIAN J.	777		23.12
08/26/2023	PC	09/01/2023	38131	PHILP, DAVAYAH A.	781		810.51
08/26/2023	PC	09/01/2023	38132	WAGNER, KIRSTEN M.	793		24.66
08/26/2023	PC	09/01/2023	38133	BIRD, SPENCER H.	794		316.58
08/26/2023	PC	09/01/2023	38134	STEVENS, JEFFREY W.	798		329.51
08/26/2023	PC	09/01/2023	38135	DRENTH, DOUGLAS A.	838		557.39
08/26/2023	PC	09/01/2023	38136	GILL, DAVID R.	856		993.05
08/26/2023	PC	09/01/2023	38137	LABLANCE, MAUREEN J.	863		186.09
08/26/2023	PC	09/01/2023	38138	LIVINGSTON, BRIAN D.	866		2,135.26
08/26/2023	PC	09/01/2023	38139	STANLEY, MARK J.	867		33.47
08/26/2023	PC	09/01/2023	38140	KLOOSTER, PATRICK H.	868		512.49
08/26/2023	PC	09/01/2023	38141	WAY, KRISTINA M.	870		109.67
08/26/2023	PC	09/01/2023	38142	DIETRICH, ARLENE M.	871		636.11
08/26/2023	PC	09/01/2023	38143	PARKER, SCOTT W.	873		116.36
08/26/2023	PC	09/01/2023	38144	PETROSKY, TIMOTHY D.	874		105.72
08/26/2023	PC	09/01/2023	38145	CUDD, ROBERT M.	875		581.46
08/26/2023	PC	09/01/2023	38146	EWALT, BRIAN W.	901		2,579.65
08/26/2023	PC	09/01/2023	38147	OLIVER, GRANT T.	915		1,323.53
08/26/2023	PC	09/01/2023	38148	POSTMUS, ANTHONY H.	916		1,410.99
08/26/2023	PC	09/01/2023	38149	DOUGLAS, MARK	935		1,426.30
08/26/2023	PC	09/01/2023	38150	FRATRICK, JOSEPH W.	940		1,051.46
08/26/2023	PC	09/01/2023	38151	PAALMAN, STEPHEN J.	942		806.97
08/26/2023	PC	09/01/2023	140375	MORRISON, KEVIN P.	601		1,523.58
08/26/2023	PC	09/01/2023	140376	COX, RONALD L.	869		231.34
Grand Totals:			105				126,757.27

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Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
08/26/2023	09/01/2023	140377	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	947.98
08/26/2023	09/01/2023	140378	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	86.90
08/26/2023	09/01/2023	140378	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	390.05
08/26/2023	09/01/2023	140379	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	1,220.00
08/26/2023	09/01/2023	140380	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	641.14
08/26/2023	09/01/2023	140381	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	116.55
08/26/2023	09/01/2023	140382	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 8	201.00
08/26/2023	09/01/2023	140383	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,591.01
08/26/2023	09/01/2023	140384	THE HARTFORD	9035	LIFE - VOLUNTARY Pay Period:	259.06
08/26/2023	09/01/2023	140384	THE HARTFORD	9035	SPOUSE LIFE Pay Period: 8/26/	44.60
08/26/2023	09/01/2023	140384	THE HARTFORD	9035	CHILD LIFE Pay Period: 8/26/20	9.58
08/26/2023	09/01/2023	140384	THE HARTFORD	9035	AD&D - VOLUNTARY Pay Period	24.61
08/26/2023	09/01/2023	140384	THE HARTFORD	9035	SPOUSE AD&D Pay Period: 8/26	5.26
08/26/2023	09/01/2023	140384	THE HARTFORD	9035	CHILD AD&D Pay Period: 8/26/2	4.05
Grand Totals:		14				5,541.79

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Check Number	Payee	Amount
09/06/2023		
140385	ALLEN SUPPLY	190.11
140386	ALL-PHASE ELECTRIC SUPPLY CO	3,001.70
140387	ALPENA SUPPLY COMPANY	569.74
140388	AMAZON CAPITAL SERVICES	350.21
140389	ANDERSON, ELIZABETH A.	50.00
140390	ANZELL, BETH A.	50.00
140391	AT YOUR SERVICE PLUS INC	710.00
140392	AVFUEL CORPORATION	126,489.06
140393	BAKER VEHICLE SYSTEMS INC	246.74
140394	BANDIT INDUSTRIES INC	206.43
140395	BEAVER RESEARCH COMPANY	528.03
140396	BS& A SOFTWARE	10,625.00
140397	BUSMAN FAMILY FARM LLC	6.00
140398	CHARLEVOIX CHEESE COMPANY	72.00
140399	CHARLEVOIX LAVENDER LLC	66.00
140400	CHARLEVOIX SCREEN MASTERS INC	2,013.50
140401	CHEMICAL SYSTEMS INC.	4,620.00
140402	CINTAS	317.34
140403	CINTAS CORPORATION	231.53
140404	CONWAY PROFESSIONAL SERVICES	8,228.00
140405	CROSSROADS MOBILE MAINTENANC	6,401.48
140406	DeROSIA, PATRICIA E.	50.00
140407	DHASELEER EVENTS BARN	364.00
140408	DORAN, JUSTIN J.	50.00
140409	DOTSON, LINDSEY J.	205.89
140410	DOUGLAS, MARK	50.00
140411	DRENTH, DOUGLAS A	50.00
140412	DVORACEK, SARAH	50.00
140413	EDGEWATER RESOURCES LLC	1,980.00
140414	EJ USA INC.	1,648.50
140415	ELECTIONSOURCE	866.56
140416	ELLIOTT, PATRICK M.	50.00
140417	ELLSWORTH FARMERS EXCHANGE	267.00
140418	EMMET BRICK & BLOCK	399.00
140419	EWALT, BRIAN W	50.00
140420	FAITH LAWN AND PROPERTY MAINT	6,697.50
140421	FARMER WHITE'S	228.00
140422	FISHER SCIENTIFIC	5,434.25
140423	FLOWERS UP NORTH	207.00
140424	GINOP SALES INC	157.96
140425	GRAINGER	2,677.88
140426	GRAINGER	80.48
140427	GRIFFITH, JOHN J	50.00
140428	GUNTZVILLER BERRY FARM	500.00
140429	HAGGARD'S INC	1,966.72
140430	HARRELL'S LLC	1,265.12
140431	HARTFORD, THE	2,492.06
140432	HAYES, KENDALL	67.90

Check Number	Payee	Amount
140433	HERITAGE-CRYSTAL CLEAN INC	56.25
140434	HERMAN & ASSOCIATES	623.95
140435	HEYDLAUFF, MARK L.	946.40
140436	HILLING, NICHOLAS A.	50.00
140437	HUGHES, LAURIE	129.00
140438	HUTSON INC	128.05
140439	INTEGRITY BUSINESS SOLUTIONS	271.69
140440	IPS GROUP INC	274.57
140441	JCD SALES & SERVICE LLC	24.65
140442	KCI	535.00
140443	KLOOSTER, ALIDA K.	50.00
140444	KNORR, KENT J.	50.00
140445	KSS ENTERPRISES	869.81
140446	LITTLE TRAVERSE DISPOSAL LLC	6,211.74
140447	LIVINGSTON, BRIAN D.	50.00
140448	LYDEN OIL COMPANY	912.40
140449	MCDERMOTT, DENNIS J.	50.00
140450	MCDONNELL, JILL L	50.00
140451	McGINN, KELLY A.	50.00
140452	MEIER III, CHARLES A.	315.35
140453	MICHIGAN MUNICIPAL LEAGUE	14,846.00
140454	MILLER, FAITH G	24.24
140455	MUTT MITT	1,919.77
140456	MYNORTH MEDIA	990.00
140457	NORTHERN MONUMENT LLC	90.00
140458	NORTHERN PUMP SERVICE INC	975.00
140459	NORTHWEST ELECTRONICS & REPAI	64.98
140460	O'REILLY AUTOMOTIVE INC	9.41
140461	POWER LINE SUPPLY	8,318.15
140462	POWER SYSTEM ENGINEERING INC	7,418.03
140463	PREIN & NEWHOF	309.00
140464	RESOLUTION G2 LLC	6,374.00
140465	ROHRER, CONRAD	25.00
140466	SCHEEL, JONATHAN D	50.00
140467	SCHOLEY, ROBERT W.	50.00
140468	SHAPACK, RICHARD	300.00
140469	SHARROW MASONRY INC	5,200.00
140470	STATE OF MICHIGAN	583.00
140471	STATE OF MICHIGAN	50.00
140472	SWEET MARIA'S LLC	453.00
140473	TERMINAL SUPPLY CO	233.14
140474	TOP LINE ELECTRIC LLC	800.00
140475	TRACE ANALYTICAL LABORATORIES I	211.00
140476	UNIFIRST CORPORATION	813.69
140477	UNIVERSAL CREDIT SERVICES INC	30.00
140478	UP NORTH ASSESSING INC	5,300.00
140479	UPPER CASE PRINTING INK.	1,573.00
140480	US BANK	712,800.00
140481	USABBLUEBOOK	218.61

Check Number	Payee	Amount
140482	VANDERWEIDE, MARK	100.00
140483	VILLAGE GRAPHICS INC	287.13
140484	WEST MARINE PRO	1,187.96
140485	WILMOT ELECTRIC INC	6,990.09
140486	WURST, RANDALL W.	50.00
140487	YOUNG, KRISTEN L.	50.00
140488	ZIXCORP	66.00
Total 09/06/2023:		983,287.75
Grand Totals:		983,287.75

Check Number	Payee	Amount
08/17/2023		
81723001	NEOFUNDS BY NEOPOST	5,000.00
Total 08/17/2023:		5,000.00
Grand Totals:		5,000.00

Check Number	Payee	Amount
08/21/2023		
82123001	ENTERPRISE FM TRUST	4,326.98
82123002	MICHIGAN PUBLIC POWER AGENCY	5,150.85
Total 08/21/2023:		9,477.83
Grand Totals:		9,477.83

Check Number	Payee	Amount
08/25/2023		
82523001	MICHIGAN PUBLIC POWER AGENCY	204,027.79
Total 08/25/2023:		204,027.79
Grand Totals:		204,027.79

Check Number	Payee	Amount
08/28/2023		
82823001	MICHIGAN PUBLIC POWER AGENCY	22,230.44
Total 08/28/2023:		22,230.44
Grand Totals:		22,230.44

Check Issue Date	Check Number	Payee	Amount
90123001			
09/01/2023	90123001	**EFTPS* Payroll Taxes	11,991.65
09/01/2023	90123001	**EFTPS* Payroll Taxes	11,991.65
09/01/2023	90123001	**EFTPS* Payroll Taxes	2,804.51
09/01/2023	90123001	**EFTPS* Payroll Taxes	2,804.51
09/01/2023	90123001	**EFTPS* Payroll Taxes	16,302.83
Total 90123001:			
	5		45,895.15
90123002			
09/01/2023	90123002	Alerus Financial	558.00
Total 90123002:			
	1		558.00
90123003			
09/01/2023	90123003	MissionSquare - 401 Plan 109153	1,094.68
Total 90123003:			
	1		1,094.68
90123004			
09/01/2023	90123004	MissionSquare - 457 Plan 300959	4,571.00
09/01/2023	90123004	MissionSquare - 457 Plan 300959	2,749.06
09/01/2023	90123004	MissionSquare - 457 Plan 300959	4,628.91
09/01/2023	90123004	MissionSquare - 457 Plan 300959	8,618.53
Total 90123004:			
	4		20,567.50
90123005			
09/01/2023	90123005	MissionSquare - Roth IRA 706117	1,170.76
Total 90123005:			
	1		1,170.76
90123006			
09/01/2023	90123006	STATE OF MICHIGAN	6,819.30
Total 90123006:			
	1		6,819.30
Grand Totals:			
	13		76,105.39

xm

Check Number	Payee	Amount
08/25/2023		
4021	CHARLEVOIX COUNTY TREASURER	911,362.84
4022	CHARLEVOIX PUBLIC SCHOOLS	1,226,965.48
4023	CITY OF CHARLEVOIX - TAXES DUE	1,024,201.05
4024	CORELOGIC CENTRALIZED REFUND	6,512.04
4025	LERETA LLC	8,873.65
Total 08/25/2023:		3,177,915.06
Grand Totals:		3,177,915.06

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

Charlevoix City Council

Consent Agenda

Title: Corrected Purchase Price of Foreclosed Parcel on Antrim St. 052-270-001-50

Date: September 5, 2023

Presented By:

Background:

Early this week, we were contacted by the Charlevoix County Treasurer stating she made a mistake when providing us with the foreclosed purchase price for the Antrim St. parcel. On August 7, Council approved by resolution to purchase the parcel in the amount of \$1,041.97 when in fact the actual purchase price was \$1,864.11, a difference of \$822.14. Attached is the revised resolution with the corrected amounts.

Recommendation:

Motion to approve revised Resolution No. 2023-09-01 to correct the purchase price of foreclosed parcel on Antrim St. 052-270-001-50 for a total of \$1,864.11.

Attachments:

1. Resolution No. 2023-09-01 Corrected Purchase Foreclosed Property from County Treasurer

CITY OF CHARLEVOIX
RESOLUTION NO. 2023-09-01
CORRECTED AUTHORIZATION TO PURCHASE FORECLOSED PROPERTY

- WHEREAS,** on August 7, 2023 Charlevoix City Council approved Resolution No. 2023-08-02 authorizing to purchase foreclosed property commonly known as parcel number 052-270-001-50 however the County Treasurer provided the incorrect purchase price to the City for the parcel which is a difference of the City owing an additional \$822.14 to the County Treasurer; and
- WHEREAS,** the City of Charlevoix hereby notifies the Charlevoix County Treasurer of their intent to purchase foreclosed property commonly known as parcel number 052-270-001-50 and legal description of DDA 1984 R2 W 30 FT OF LOT 1 OF UPRIGHT & HURLBUTS ADDITION ALSO NLY 20 FT OF VACATED NEWMAN ST ABUTTING SD LOT RECD L296 P301; and
- WHEREAS,** the City of Charlevoix hereby notifies the Charlevoix County Treasurer of their intent to purchase foreclosed property commonly known as parcel number 052-270-001-50 and legal description of DDA 1984 R2 W 30 FT OF LOT 1 OF UPRIGHT & HURLBUTS ADDITION ALSO NLY 20 FT OF VACATED NEWMAN ST ABUTTING SD LOT RECD L296 P301; and
- WHEREAS,** the City of Charlevoix wishes to exercise its First Right of Refusal as stated in Public Act 123, as amended; and
- WHEREAS,** the City of Charlevoix agrees to the purchase price of \$1,828.78, which the amount is the minimum bid as defined in MCL 211.78m(1) as well as a \$35.33 recovery and deed recording fee totaling \$1,864.11; and
- WHEREAS,** on August 22, 2023 the City of Charlevoix paid the County Treasurer \$1,041.97 by check (#140275) which was the original amount the County Treasurer stated the City owed however the amount was incorrect and the City agrees to pay the difference of \$822.14 to the County Treasurer; and
- WHEREAS,** the City of Charlevoix agrees to indemnify, defend, save and hold harmless Charlevoix County and Betty Simon, individually and/or as Charlevoix County Treasurer and/or as Foreclosing Governmental Unit, from any and all claims, liabilities, damages, losses, suits, fines, penalties, demands and expenses, including costs of suit and attorney fees, which Charlevoix County and/or Betty Simon, individually and/or as Charlevoix County Treasurer and/or as Foreclosing Governmental Unit incurred because of or related to the election of the City of Charlevoix to purchase the property above described.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Charlevoix authorizes the City Mayor and City Clerk to sign the Notice to Charlevoix County Treasurer, Betty Simon, the Foreclosing Government Unit, of Election to Purchase Foreclosed Property.

RESOLVED this 5th day of September 2023 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

Absent:

CERTIFICATION

I, the undersigned, the City Clerk of the City of Charlevoix, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of Resolution No. 2023-09-01 adopted by the City Council of the City of Charlevoix, County of Charlevoix, State of Michigan, at a regular meeting held on September 5, 2023 the original of which is on file in the Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of the Michigan Public Acts of 1976.

Dated: 08/05/2023

Sarah J. Dvoracek, City Clerk

Charlevoix City Council

All Other Actions and Requests

Title: 2024 Goals and Planning

Date: September 5, 2023

Presented By: Mark Heydlauff, City Manager

Background:

I'd like to talk with Council about the timing for holding a couple of goal setting and planning work sessions over the next couple of months. To coordinate schedules, I'd like to propose some dates and times. We can then set the final dates, times and content based on what is most workable for Council.

Dates to consider:

September 25, 26, or 27

October 10, 11, or 12

I'd like to schedule two of these dates and then have continued discussion at the October 16 Council Meeting to finalize our direction. As we have discussed, we've been working with a small group to look specifically at goals for the Electric Department. I'd like to bring this work to you and focus some other areas of our operation. Ultimately, I think this fits well with the format we've used in the past but I believe we are due for an update on a few topics.

Recommendation:

Please give direction on what days and times work best. We can put the formal scheduling on the next agenda.

Attachments:

None

Charlevoix City Council

All Other Actions and Requests

Title: Council Appointment-Recreational Authority Board

Date: September 5, 2023

Presented By: Mark Heydlauff, City Manager

Background:

City Manager Heydlauff has been a member of the Recreational Authority Board since April of 2021. His term expired; the terms are three-year terms. The City has not received any applications for the Board. The Recreational Authority Board requires one Council Member and two City residents.

Recommendation:

Council discussion and direction.

Attachments:

None

Charlevoix City Council

All Other Actions and Requests

Title: Mayoral Appointment

Date: September 5, 2023

Presented By: Mayor Lyle Gennett

Background:

Mayor Gennett requested consideration of Megan Cassada for appointment to the Shade Tree & Park Commission for a term to expire December 2025.

Recommendation:

Motion to appoint xxx to the Shade Tree & Park Commission for a term to expire December of 2025.

Attachments:

1. Shade Tree and Park Commission Application Megan Cassada

Online Form Submittal: Volunteer Boards and Committees Application

noreply@civicplus.com <noreply@civicplus.com>

Thu 8/24/2023 11:22 AM

To:Sarah Dvoracek <clerk@charlevoixmi.gov>

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.

Committees and Boards to Apply For	Shade Tree & Park Commission
Name	Megan Cassada
Email Address	megancassada@gmail.com
Address	118 Belvedere Ave 49720
Home Phone	Field not completed.
Cell Phone	2075225883
Are you a registered voter in the City?	Yes
How long have you lived in the City?	20+ years
Educational Background	Masters in secondary English education
Professional Qualifications and / or Work Experience	Worked as a classroom teacher in several middle and high schools, did new teacher training and collaborated with other professionals/co workers.
Community Activities and / or Other Experience	Grew up in Charlevoix so have been a part of the community as a young consumer. Have block walked for a few political candidates. Have a passion for landscape design and cultivating plants, but no formal training.
Have you served on a board / committee or held a civic position in the past?	Yes
If yes, please explain.	Served on the astronaut spouses group board for ten years in Houston, Texas as acting secretary and interim vice president.

Do you foresee any potential conflicts of interest while executing the duties of this position?

No

Reason(s) You Wish to Serve

I have watched shade tree projects on my own street of Belvedere, surrounding neighborhoods and downtown succeed in many ways and fail in others. I appreciate that a group of well-meaning, knowledgeable people with sight on the near future and decades ahead is essential to a beautiful community like ours. My children will finish school here and hopefully stay on and I want future generations to grow up around beauty and shade.

Have you reviewed the current meeting schedule of the board / committee and can commit to regular meeting attendance?

Yes

Electronic Signature Agreement

I agree.

Electronic Signature

Megan E. Cassada

Date

8/24/2023

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Charlevoix City Council

Reports and Communications

Title: City Manager's Comments

Date: September 5, 2023

Presented By:

Background:

A. MEDC Emerging Developers Conference

DDA Director Lindsey Dotson and I attended the MEDC Emerging Developers meeting in Traverse City last week. They presented projects in the region and talked about the strategies for success in tackling affordable housing and economic development more generally. I gained insight on these continued challenges with a couple of key takeaways. First, development is often constrained by the lack of available contractors—one developer noted that he felt he was being interviewed by potential contractors rather than the other way around. Second, even with state grants and support, a sizable attainable housing project in Petoskey still required a 25% charitable gift in order to succeed. Having land and/or having a state program is still not enough for these projects to succeed--creativity and patience is a must.

Skilled trades are the key to many challenges we see today whether it is construction of housing or improvement of infrastructure (to also support housing). See the attached article from the *Detroit News* on the topic. I will warn you, it is a problem but it is one we are not particularly suited to solve or even have a role in addressing but we must be realistic about the challenges we are up against.

B. Electric Boating Industry

Last Thursday, Recreation Director Kent Knorr and I visited an electric boat demonstration at the Elk Lake Marina in Elk Rapids. We have been working with a firm who is developing a network of electric boat chargers and expect soon to bring you a proposal to locate one around our marina. Elk Rapids has installed a charger and we had the opportunity to ride on an all-electric boat and see several models. The state of Michigan is strongly supporting this new industry and the opportunities it provides to lower emissions and protect water quality on inland waterways and the great lakes. I understand the firm we are working with is also in discussion with Harbor Springs and Traverse City to help develop a network in northwest Michigan.

While at the event, Kent and I met Jeff Butler who is editor and publisher of Plug Boats, an online electric boat magazine. You can learn more about the electric boating industry by visiting his publication [here](#). We also met some folks who are in the start-up and testing phase of their business and shared the opportunities for industrial locations in Charlevoix.

C. Van Pelt Alley Approval

This past week, I spoke to the DDA Board regarding the improvements to Van Pelt Alley. They provided their unanimous support for the split of the cost to improve the intersection in support of the Alley Corridor Vision and Plan. We are working with Elmer's now to schedule this work for the fall.

Recommendation:

Attachments:

1. Michigan has a trade worker shortage. These programs are trying to fix that
2. Zoning Board of Appeals Meeting Minutes from 06/15/2022
3. Zoning Board of Appeals Meeting Minutes from 08/17/2022
4. DDA Meeting Minutes from 06/23/2023
5. Planning Commission Regular Meeting Minutes from 7/10/2023

BUSINESS

Michigan has a skilled trade worker shortage. These programs are trying to fix that

**Myesha Johnson**

The Detroit News

Published 11:01 p.m. ET Aug. 28, 2023

Detroit — With Michigan set to receive \$11 billion in federal funds through 2026 to upgrade roads, water systems and internet access, the state's need to develop more skilled trade workers is becoming even more acute.

According to data from the Michigan Department of Labor and Employment, a sizable professional trades shortage exists in Michigan and is expected to continue through 2026, with about 47,000 job openings expected annually.

To fill that gap, union-run training centers are expanding education programs, stepping up recruitment and offering training to prospective workers who are still in high school.

"We're trying to make ourselves more visible and accessible to people that maybe didn't traditionally choose construction," said Tom Lutz, executive secretary-treasurer of the Michigan Regional Council of Carpenters and Millwrights. The council opened the Detroit Union Carpenters and Millwrights Training Center a year ago and is seeing an increase in apprentice intakes.

About 800 apprentices are enrolled, receiving base-level knowledge in all trades before narrowing to a specific niche.

"We're really good at doing skills training. We're becoming much better at recruiting and retaining people that want to be in the industries," Lutz said. "One of the challenges is, of course, there's a labor shortage."

That shortage is exacerbated by decades-low unemployment in Metro Detroit and statewide. As of July, the jobless rate in the Detroit-Warren-Dearborn MSA (Wayne, Oakland, Macomb, Lapeer, Livingston and St. Clair counties) was 3.9%, up from 3.7% a year earlier but still historically low, according to figures released last week by the Michigan Department of Technology, Management and Budget. Michigan's unemployment rate was 4.3%, down from 4.5% in July 2022.

The need for workers to improve the state's infrastructure "has never been bigger than it is now," said Lance Binoniemi, vice president of government affairs for the Michigan Infrastructure and Transportation Association, which represents more than 500 businesses that do infrastructure work for the Michigan Department of Transportation.

The infrastructure association has been promoting the skilled trades in high schools, which Binoniemi said is a place where construction careers often get overlooked.

"College just isn't for everyone," said Binoniemi, adding that construction is a "job-creating industry."

"As you increase investments, and as you increase funding, which in our state we have to do, as our roads and bridges are going to continue to crumble ... you also have to increase the workforce as well," he said.

To attract young people to its training program, the Detroit Council of Carpenters and Millwrights touts the wages paid to skilled-trades workers — an average of about \$59,000 a year in Michigan, according to LEO — and job security in a changing economy.

Both of those were selling points for 24-year-old Roy Ball of Dearborn, a third-year apprentice in the carpenters and millwright training program. On Thursday, he was taking a floor-laying class at the Detroit training center.

"There's always a need for skilled trades and I don't ever have to worry about getting laid off," said Ball, who comes from a family of blue-collar workers. "I wanted to make better money. I wanted the benefits that come with (being a part of a labor union)."

In his program, apprentices practice framing houses and working with timber. The Detroit training center has a floor-laying lab, an alignment lab, wood shops and welding booths.

Ball said he thinks trade associations should expand their outreach to attract workers.

"I didn't even know about the union or how to get into it," he said. "I never saw any promotion for it before I started to reach out and try to join."

Operating Engineers Local 324 in Detroit also runs a union apprenticeship program that has partnerships with contractors that allow apprentices, who are trained to operate heavy equipment like cranes, bulldozers and excavators, to get hands-on experience working on infrastructure projects like the revitalization of Interstates 275, 96 and 696.

"As a state and as a country, we have not put enough investment in our infrastructure for a really long time. That's why the roads were as rough as they've been. Infrastructure takes investment to keep it up and running," said Dan McKernan, the spokesperson for the labor union. "It's what makes us a good place for businesses to come to, a state that people want to live in ... good roads mean goods can be transported to businesses. It also means families are safe when they are going to school and to work."

The state's aggressive ramp-up of highway projects provides plentiful opportunities for careers in construction, McKernan said. He added that he's excited to see young people become more aware of careers in trades and that the union is seeing "the most young people coming in" expressing interest in training.

"Students today are much more aware of the possibilities of these careers than they were 10 or 20 years ago," he said. "It's great to see that there is an interest restored in many younger folks ... and certainly, it's a more diverse workforce than it ever was in the past."

At the Union Carpenters and Millwrights Training Center, high school students have been learning skills through a summer camp that includes working on home repair projects.

Johan Dalton, 15, was among about a dozen teens rebuilding a front porch and stairs at a building on American Avenue in late July. He says he plans to continue sharpening his carpentry skills in hopes of someday using them to operate a small business.

"I enjoy coming back every day and learning something new," Johan said. "My dad does it, too, and when times get hard around the house, he does that, and makes us a decent amount of money to keep going."

In another outreach effort, the Michigan Regional Council of Carpenters and Millwrights will bring a 44-foot trailer with hands-on and virtual exhibits to the council's Labor Day celebration from 11 a.m.-1 p.m. Monday at Huntington Place in downtown Detroit. The

trailer will allow "students and others to experience what a career in the trades as a Carpenter or Millwright could look," the council said in a news release.

Constructing women

Women, who have traditionally had low rates of participation in the trades, are a demographic that unions are seeking to tap to alleviate the labor shortage. Lutz said he's seeing more women consider construction careers.

"Our fastest growing segment is probably women in construction, and although we don't have the numbers that we would like to have, it's probably the fastest growing because it started with the fewest when we started pursuing that," he said. "Where women maybe once thought this wasn't a place for them, we're trying to show them that it is. They can be successful here, and I think that's true for different communities ... men and women of color. The building trades are notoriously White males, from 28 to 55.

"It's just who we've been, and we've been that way for 100 years, but if we want to address the demographic and labor changes, then we have to open our doors to everyone that wants to build a career in construction."

Women in construction say it can be rough working in a male-dominated industry, but that doesn't stop them.

"It was tough being out here working with a lot of men, and it seems like no matter how hard you work, it feels like it goes unnoticed because some people don't think women can do what we do, but we can," said Brittany Howard of Detroit, who became a journey worker with Troy-based Ajax Paving Industries, where she makes almost \$30 an hour, in January.

Howard, who completed an apprenticeship program with the Laborers' International Union of North America, said she faced harassment and disrespectful comments from the public and co-workers, but she said changing her perspective has helped.

"I had to look at it from a different angle and create myself a different mindset to have when I'm out here so that I can do my job to the best ability," she said.

She said her uncle convinced her to go into a trade in October 2018 after she was laid off from her job at FootLocker.

"At first, I didn't think I could do it. I don't know anything about road construction, so I was dealing with a lot of self-doubt," said Howard, 29. She was also motivated by former co-workers who told her she was not going to be successful in pursuing a trade.

"Once I heard that, I was like, 'I gotta' do it now. I have to prove these people wrong,'" Howard said. "I was looking for a change. I wanted something that had more longevity and opportunities to move up within the company, so I've been happy ever since."

Jenna Sawyer of Durand in Shiawassee County said her family influenced her to go into construction as she likes hands-on work. She wishes trade associations would give more tips to prepare women to go into trades: "what to have, what to expect, how to go about stuff," said Sawyer, 28.

She's a third-year apprentice with a commercial driver's license and currently working on Michigan State University's new 293,000-square-foot recreation center under Granger Construction. Sawyer, who's a single mother, said in the construction industry it can be a disadvantage to be female, and she has seen many companies struggle to retain women workers.

"I feel like some of these companies could do more for mothers," she said.

Removing the blue-collar stigma

The Midwest Economic Policy Institute, a think tank that's part of the Illinois Economic Policy Institute, released a study in July that points to union apprentice programs as a key to solving the shortage of skilled-trades workers.

The study shows that apprentices who graduate from training programs enter the workforce making about \$30 per hour, which is on par with students who graduate from Michigan's community colleges as well as its four-year universities.

"Apprenticeships are the bachelor's degrees of the construction industry and are a great alternative to college," said Frank Manzo IV, an economist with the Illinois Economic Policy Institute. "There really is an imperative to grow the workforce by diversifying it. Not every single new worker needs a college degree, but they do need the skills to have a good-paying career."

Apprentices finish training programs without debt compared to community college and four-year university students who accrue an average of \$12,000 to \$30,000 in student debt, according to the study. It also found the programs in Michigan's construction industry deliver more training hours and better diversity outcomes than Michigan's community colleges and four-year universities.

Increasing the awareness of the benefits of going into the construction labor force starts with removing the stigma of blue-collar work, said Andrew Wilson, an analyst at the Midwest Economic Policy Institute.

"Not a lot of young people, especially, know that this is an option and that it's fully funded and it leads them to a very good career," Wilson said.

Christian Cimini of Grosse Pointe, a third-year apprentice at the Detroit Union Carpenters and Millwrights Training Center, was putting laminate on cabinetry Thursday as part of a carpentry program. Cimini, 22, has been working in the trades since he was a teenager and chose to go into the apprenticeship program for a free education and the ability to make money while learning.

"I looked into colleges ... then I saw how much tuition increased," he said. "I'm much more of a hands-on learner. I couldn't imagine sitting behind a desk all day ... that's an option for the future for sure," he said, adding that he may pursue a career in project management.

For the last two years, he's been using his skills in concrete assembly on the renovation of Ford Motor Co.'s Research and Engineering campus in Dearborn, which is planned to be complete in 2025 and will co-locate 6,000 Ford employees.

"I think there's some stigma, but the truth is we make a lot of money," Cimini said. "It is true, you work a lot of hours. We come home; it's not like a lot of other jobs (where) you bring your work home with you ... we leave work at work."

mjohnson@detroitnews.com

City of Charlevoix
Zoning Board of Appeals Regular Meeting Minutes
Wednesday, June 15, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Call to Order

The meeting was called to order at 6:00 p.m. by Vice Chair Timothy Kish.

2. Roll Call/Pledge of Allegiance

Vice Chair: Timothy Kish

Members Present: Shirley Gibson, Ann Gorney, Patricia Miller

Members Absent: Richard Hodgson

Staff Present: Janet Koch, Zoning Administrator

3. Inquiry Into Potential Conflicts of Interest

None.

4. Approval of Agenda

Motion by Member Gibson, seconded by Member Miller to approve the agenda as presented.

Motion carried by unanimous voice vote.

5. Approval of Minutes

A. Minutes from the April 20, 2022 ZBA meeting

Motion by Member Gibson, seconded by Member Gorney to approve the minutes of the April 20, 2022 ZBA meeting as presented.

Motion passed by unanimous voice vote.

B. Minutes from the May 18, 2022 ZBA meeting

Motion by Member Miller, seconded by Member Gorney to approve the minutes of the May 18, 2022 ZBA meeting as presented.

Motion passed by unanimous voice vote.

6. Old Business

A. Public Hearing for Applicant 2022-05 ZBA. Dimensional variance request from William and Beverly Barton - 401 Antrim Street

1. Staff presentation

Zoning Administrator Koch stated that the variance involves the existing garage on the south side of the property and it was a request to use it as an accessory dwelling unit (ADU). The applicant is requesting a variance from §153.117(D)9(b) of the Zoning Ordinance which defines the dimensional requirements for ADUs. The variance requested is a 4'4" side yard variance and a 6' front/side yard variance to allow a change of use for an existing structure. On May 9, 2022, the Planning Commission approved a Special Use for the property of a bed and breakfast establishment with the condition that the applicant provide topographic information regarding stormwater runoff to the Zoning Administrator.

Zoning Administrator Koch stated that there were letters of public comment included in the packet and that she had received several phone calls and a number of people did stop by the office to review the application and plans. Zoning Administrator Koch stated the residents directly across the street were in favor of it, the other residents expressed they had no concerns with the project, and one was not in favor.

Zoning Administrator Koch stated that she did want the ZBA to note that this is a non-conforming structure because it's inside of the setbacks under §153.290, however an ADU is in fact a use by right in the current zoning district, so there is essentially a conflict between those two different things. The possibilities for an ADU without the variance do exist, it would be possible for the applicant, instead of getting a variance, to remove the existing structure and to build a new one outside of the setbacks and be in full compliance. She stated that the ZBA should focus on the standards and not have short-term rentals be a part of the discussion.

2. Applicant presentation (if requested)

Beverly Barton stated that they bought the property from the Staley family last year and did their due diligence and received a special use permit from the Planning Commission. She stated that she was of the understanding after reading the Zoning Ordinance that they cannot rent out the garage and it was not their intention to rent the garage space. Their intent was to have a bed and breakfast in the main building and that they would live in the accessory dwelling unit (garage). She stated they have started to install the plumbing and they have put in the bedroom, bath and utility sink and they are coming before the ZBA for a variance because the Staleys owned both properties and that's probably why the garage was built 6" off the property line. She stated that they needed the kitchen to be able to live there and serve the bed and breakfast.

Discussion followed regarding the need for the kitchen to be outside of the main structure, not blocking the driveway with space for one vehicle inside the garage, and the possibility of two (2) current existing parking spaces which would cover the sidewalk,

3. Call for public comments

RJ Waddell, Planning Commission Chair, stated that he was glad to hear about the garage, there was no sidewalk along Sherman Street, and there were two driveways, one to the house and one to the garage. He stated that as an accessory dwelling unit it would be rentable, long-term or as a short-term rental. The way the bed and breakfast rules are written, it cannot be a rental as part of the bed and breakfast. Mr. Waddell stated that the Planning Commission approved the special use permit with the condition that they wanted a drainage map of the property. He stated the plan submitted by the Barton's architect showed that half of the garage that's being proposed as the ADU has an overhang over the neighbor's yard. Discussion followed regarding the issue of half of the building drains onto the adjoining property and the conditions placed on the special use approval.

Public comments were closed.

4. ZBA determination of findings of fact

Vice Chair Kish read each of the Findings of Fact and the Commission reviewed the staff recommendations included in the staff report as well.

Extraordinary Circumstances: No change.

Substantial Justice: Member Gibson felt that the owner can reasonably use the property without a variance.

Impact on the Surrounding Neighborhood: No change.

Public Safety and Welfare: No change.

Not Self-Created: Vice Chair Kish stated the property itself was purchased with the intent of using it as a bed and breakfast and it was known when the building was purchased that it was a non-compliant building. He stated it was clear that it did not meet the standards for an ADU when the property was purchased. Member Gorney agreed the garage had been in existence for many years, was built on the lot line and was not self-created.

Member Gibson read an excerpt from the ZBA Manual which stated, "our authority to allow people to break the law by granting variances should be used wisely, sparingly, and appropriately within the context of the community's planning and zoning framework. When the rules are consistently applied and enforced, all parties can know what to expect. When the ZBA is asked to change the rules as applied to a given site, this consistency is jeopardized. Our decisions can and will impact people and property throughout the community." Member Gibson stated the applicant should have gotten everything in place before the purchase so that no variances were necessary.

Zoning Administrator Koch stated that it is a use by right in R-2, but it is also a non-compliant structure.

Beverly Barton summarized the reasoning behind their choice to request the variance and what they could do if the variance was not granted. She stated that they did their research before the purchase and had spoken to the former Zoning Administrator in depth about their project.

RJ Waddell, Planning Commission Chair, stated five years ago when the Planning Commission established ADU's and when they created specifications for ADU's, it was for new construction, and he remembered someone asking about someone who already has a building that is out of compliance could that become an ADU, and the response at the time was to let the ZBA take care of that as it would be on a case by case situation.

Member Gorney questioned if the corner lot issue with two front yards would meet the substantial justice standard. Member Gibson stated that they weren't preventing the use of the property, but the owners wanted to do more than what's allowed. Zoning Administrator Koch stated that if the applicants built the ADU within the setbacks and inside the current building envelope, then there would be no need for the variance. The ADU itself would meet the setbacks inside of a non-conforming building in that scenario.

5. Motion

Motion by Member Gibson, seconded by Vice Chair Kish to deny Project 22-05 ZBA based on specific findings of fact that prove that the project does not meet the review standards in

153.038(F).

Motion failed by a 2 to 2 vote with Member Gibson and Vice Chair Kish voting in favor of the motion, and Members Gorney and Miller voting against the motion.

Motion by Member Gorney, seconded by Member Miller to approve Project 22-05 ZBA with the condition that there be no drainage onto neighboring properties and that there would not be a rental of the ADU based on specific findings of fact that prove that the project does meet the review standards in 153.038(F).

Motion failed by a 2 to 2 vote with Member Gorney and Member Miller voting in favor of the motion, and Member Gibson and Vice Chair Kish voting against the motion.

7. New Business

None.

8. Call for General Public Comment

None.

9. Adjournment

Vice Chair Kish adjourned the meeting at 7:35 p.m.

Sarah Dvoracek/fgm

Clerk

Timothy Kish

Vice Chair

City of Charlevoix
Zoning Board of Appeals Regular Meeting Minutes
Wednesday, August 17, 2022 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Call to Order

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

2. Roll Call/Pledge of Allegiance

Chair: Richard Hodgson

Members Present: Shirley Gibson, Ann Gorney, Tim Kish, Patricia Miller

Members Absent: None

Staff Present: Janet Koch, Zoning Administrator

3. Inquiry Into Potential Conflicts of Interest

Member Gibson stated that she did receive a notice of public hearing because she is within 300' of the applicant, but she had no conflict of interest.

4. Approval of Agenda

Chair Hodgson stated at the last meeting he attended he volunteered to write a letter to the Planning Commission about the height issue. Zoning Administrator Koch stated that the letter was provided to the Planning Commission and they are still working through the building height question that was addressed by the ZBA. Chair Hodgson asked to add an item regarding the height issue to Old Business.

Motion by Member Gorney, seconded by Member Miller to approve the agenda with the height issue added to Old Business.

Motion carried by unanimous voice vote.

5. Approval of Minutes

A. Minutes from the June 15, 2022 ZBA meeting

Member Gibson indicated that she had read an excerpt from the Zoning Manual that she requested be part of the minutes and it was not included and it was near the end of the meeting. Motion by Member Kish, seconded by Member Gibson to table (postpone) approval of the minutes from June 15, 2022 pending review by staff.

Motion passed by unanimous voice vote.

6. Old Business

A. Height Issue

Chair Hodgson read the letter he provided to the Planning Commission which stated, "the ZBA met last week (May 18th) where it was resolved that I should write you about an apparent error in the City Ordinance, Chapter 153, Planning & Zoning, the first business item on the agenda was interpretation of the building height definition in Section 153.005 (d), the interpretation was pretty straight forward but reveals what appears to be an error in the latest amendment affecting that definition. I refer to reference Ordinance 821 & 823. The issue is

the factor that impacts plans to build a rooftop deck onto 205 Bridge Street. The suggested correction to the building height definition is pretty simple, change the first instance of mechanical and elevator equipment to mechanical equipment and life safety features. Life safety features were added by Ordinance 821 in 2020, but not included in Ordinance 823 in 2021 which re-stated the definition with added treatment for large dormers. I suspect this omission was inadvertent and the suggested correction would simply restore the applicable verbiage from Ordinance 821."

7. New Business

A. Public Hearing for Applicant 22-08 ZBA - Dimensional variance request for 218 Belvedere

Staff presentation: Zoning Administrator Koch stated this request was for a front porch addition across the front of an existing house and a kitchen addition on the back. As proposed, it would require a 1.9' front/street side yard variance and a 3.6' interior side setback variance. She stated that it was an unusual shaped lot at 50' wide x 200' sloping down to Belvedere Avenue. She stated she had received a total of public comments and all were in favor of granting the variances.

Applicant presentation: Jodi Alger-Bergman representing the owners, Scott and Christine Galbreath, stated the house currently encroaches on both sides and they want to extend the Round Lake side so they can enjoy the property more. She stated the present kitchen at the back of the house is 7.8' wide and they would be removing the large deck that sits in the back. The home has been a rental in the past and was not in good shape and the current owners want to live in the home year-round.

Call for public comments: Stephen Lasky, 214 Belvedere Avenue, stated he reviewed the plans and he fully supports the variance request.

Christine Galbreath stated their intent was not to create a monstrosity, but they wanted to make the house a little more comfortable for their family of four and guests. They need the home to be a livable year-round home and they want it to look in a similar style like the other homes on the hill.

Member Kish stated he did not recall a similar situation during the time he was on the ZBA. Member Gorney stated they did something similar with a property on the corner of Garfield and May St.

ZBA determination of facts: Zoning Administrator Koch stated she had asked Jodi Alger-Germann about how she wanted the requests laid out and she had wanted them as two separate requests - #1 - Kitchen and #2 - Porch.

Chair Hodgson proceeded to read through the Findings of Fact:

Extraordinary Circumstances:

#1 Kitchen and #2 Porch - The ZBA finds that the need for the requested variance is due to unique circumstances regarding the property. The ZBA finds that this standard is met as a

result of the combination of the property's unusual feature of three street sides with the non-conforming placement of the existing house. Zoning Administrator Koch stated this was a through lot with two front setbacks and not a rear setback, so it's actually 15' on three sides.

Substantial Justice: Member Gibson questioned if the owner could reasonably use the property without a variance and if the porch had to be the whole length of the house. Chair Hodgson stated the idea that they are staying within the plane of the existing building is consistent with what is described in the Code and it would be compliant. Chair Hodgson read Section 153.293 of the Zoning Code which read: "No building or non-conforming structure may be enlarged or altered in a way that increases its non-conformity except in cases in which the setback of a building or structure is non-conforming by 50% or less of the distance required by this Chapter. Only in these cases may the non-conforming setback be extended along the same plane as the existing non-conforming setback provided that in doing so the setback itself is not further reduced." Chair Hodgson stated the Board would still need to grant the variance, but they should approve because of this language. Chair Hodgson wanted to cite the subject language as part of substantial justice.

Discussion followed regarding the self-created issue, right of use, and the legal non-conforming issue.

Chair Hodgson suggested the following change to the Finding of Approval - #1 Kitchen: The ZBA finds that this request for an expansion of an allowed use is a long-standing tradition in the community. The ZBA finds that the variance meets the standard as, due to current setback requirements, the residence does not have space to expand while maintaining the home's architectural integrity. The ZBA also finds that maintaining quality exterior architecture is a community value. The changes remain within the same plane as the existing structure in accordance with Section 153.293 (A)(1) of the Zoning Code as previously read.

Under Findings of Approval - #2 Porch: the sentence that stated, "the ZBA also finds that the removal of the deck at the home's southwest corner is equivalent to the square footage of the porch addition on the northwest and thus does not increase the side of the non-conformity on the west side" was removed.

Impact on the Surrounding Neighborhood: No changes.

Public Safety and Welfare: No changes.

Not Self-Created: No changes.

Motion by Member Gorney, seconded by Member Kish to approve project ZBA-22-08 without conditions, based on specific findings of fact that prove that the project does meet the review standards in 153.038 (F), and we approve due to Section 153.293 (A)(1) of the Zoning Ordinance.

Motion passed by unanimous roll call vote.

8. Call for General Public Comment

9. Adjournment

Chair Hodgson adjourned the meeting at 7:07 p.m.

Sarah Dvoracek/fgm City Clerk

Richard Hodgson Chair

City of Charlevoix
Downtown Development Authority Meeting Minutes
Monday, June 26, 2023 - 5:30 PM
Council Chambers, City Hall

1. Call to Order

The meeting was called to order by Vice Chair Kirby Dipert at 5:30 p.m.

2. Pledge of Allegiance

3. Roll Call

Vice Chair Kirby Dipert

Members Sam Bingham, Liam Dreyer, Mayor Lyle Gennett, Paul Silva, Ron Way

Present:

Members Anne Oosthuizen, Maureen Owens, Danielle Scheller

Absent:

Staff Present: Lindsey Dotson, DDA Executive Director

4. Inquiry Regarding Conflicts of Interest

5. Amendment to the Agenda-Presentation of Civic Clerk Board Portal Tutorial

Vice Chair Dipert stated that they needed to amend the agenda to allow the City Clerk Sarah Dvoracek, explain how to use the board portal within the agenda management software.

Motion by Member Silva, seconded by Member Way to add an item to the agenda to allow the City Clerk to explain the new Agenda Management software.

Motion carried by unanimous voice vote.

Clerk Dvoracek provided the Board with a brief demonstration of the Civic Clerk's Board Portal.

6. Consent Agenda

Motion by Member Dreyer, seconded by Member Way to approve the Consent Agenda as presented.

Motion carried by unanimous voice vote.

A. Minutes

Motion to approve the minutes as presented.

B. Committee Minutes

Motion to approve the Downtown Placemaking Committee minutes as presented.

C. Financial Report

Motion to approve the DDA Financial Report as of June 23, 2023 as presented.

7. Reports

A. Director's Report

Lindsey Dotson, DDA Director

Vice Chair Dipert questioned the status of the Big Belly Project and Director Dotson stated they were still waiting for a response from their grant application.

Director Dotson stated the State of Michigan had contacted her and they received a \$20,000 grant to support the Historical Society for the Train Depot because it is in need of a new roof.

Member Dreyer stated one of the chess pieces in the Main Street alleyway has been damaged and Director Dotson will check into getting the piece replaced.

Discussion followed regarding solid waste removal in the downtown area and the businesses that share dumpsters and associated problems.

8. Old Business

A. J.bird Provisions Lease Renewal

Lindsey Dotson, DDA Director

Director Dotson stated no action was needed and the lease had minor changes regarding the taxes. The lease had been signed and the DDA would be responsible for a portion of the taxes, which would be approximately \$1,562.77. Ms. Dotson stated when Idea Farm Designs' lease is up for renewal in October the same language would be added regarding taxes and the DDA would be responsible for a portion of the taxes for that space as well.

9. New Business

A. Facade Grant Program

Lindsey Dotson, DDA Director

Director Dotson stated the DDA's previous facade grant program had been structured with a 50/50 split with the DDA paying 50% of the award for each project. Ms. Dotson reported the MEDC had a new program to aid local facade grant programs, Facade Restoration Initiative (FRI), which would reduce the DDA's match down to 10% of the property and the property owner's investment down to 40%. Ms. Dotson stated she had a meeting with MEDC on June 27 to discuss the program further and the Placemaking Committee will and can assist with edits or revisions to the program guidelines that would be necessary to move forward.

Director Dotson explained the DDA could request funding of up to \$500,000 at a cost of \$50,000 to the DDA. Ms. Dotson asked that at least one Board Member serve on the Placemaking Committee as well. Member Dreyer stated that he would be interested. Director Dotson responded to questions from the Board Members about the previous program and the new MEDC program.

Wendy Hoyt, Charlevoix homeowner and urban planner, stated that the facade grant was a fantastic opportunity for the community and the DDA could ask the Charlevoix Community Foundation for assistance in raising part of the \$50,000 match funds needed.

10. Public Comment

11. Request for Future Agenda Items

12. Board Comments

Vice Chair Dipert questioned how the new roadway and landscaping on Mason Street would impact the Venetian Festival. Director Dotson stated she would discuss the issues with the City Manager and Public Works Director and she would update the Board Members by email.

13. Adjourn

The meeting adjourned at 6:23 p.m.

Sarah Dvoracek/fgm Clerk

Kirby Dipert Vice-Chair

CHARLEVOIX DDA MISSION

The mission of the Charlevoix DDA is to strengthen the year-round economic vitality of our vibrant historic business district through community efforts, events, and public/private partnerships while fostering a sense of community pride and ownership.

City of Charlevoix
Planning Commission Regular Meeting Minutes
Monday, July 10, 2023 - 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

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

B. Roll Call

Vice Chair: Sherm Chamberlain

Members Present: Scott Beatty, Shelley Boehmer, Toni Felter, John Kurtz, Mary Millington, Maureen Radke

Members Absent: Jennifer Muladore

Staff Present: Jennifer Neal, Community Planner; Jonathan Scheel, Zoning Administrator

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Motion by Member Boehmer, seconded by Member Felter to approve the agenda as presented.

Motion carried by unanimous voice vote.

E. Approval of the Minutes

1. Draft Minutes of June 12, 2023

Motion by Member Millington, seconded by Member Radke to approve the minutes of June 12, 2023 as presented.

Motion carried by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

Zach Sompels stated the Housing North's website now includes the Housing Needs Assessment Report that he referred to last month and is ready for Members to review.

G. New Business

1. Existing Multiple-family Uses

Zoning Administrator Scheel stated he researched multi-family and single building accessible dwelling units (ADUs) existing in the City which were highlighted on the City map that was included in the packet. Mr. Scheel stated there were about 200 units based on electrical usage, and there were quite a few more that were shared units where the homeowner is possibly sharing the meter with a tenant, which were harder to identify. From the research he conducted, it showed there are approximately 300 multi-family units in the R-1 and R-2 zones in the City.

2. Existing Vacant Parcels and Form Based Code

Zoning Administrator Scheel explained the vacant parcel map which depicted approximately 120 parcels marked in red. Mr. Scheel stated the map showed possible locations for in fill

development as well as underutilized properties. Mr. Scheel stated staff also provided information about Form Based Code (FBC) and that the City may incorporate elements of FBC to maximize development of vacant and underutilized lots while maintaining the desired architectural character. FBC was recently incorporated into the Zoning Ordinance as design standards for Accessory Dwelling Units. Mr. Scheel stated the educational materials provided in the packet were to help the Members understand why Form Based Code could help to promote and ensure housing that would fit into the character of the City's neighborhoods.

3. Proposed Zoning Ordinance Amendments - Expanded Housing Types

Planner Neal explained that as the Commission continues to discuss missing middle housing opportunities, staff summarized the results of the visual preferences exercise that took place at the last Commission meeting. Ms. Neal explained the details for each type of dwelling unit, sets of housing types/styles, and proposed changes to applicable residential ordinances. Ms. Neal answered questions from the Members throughout her presentation.

Discussion followed regarding underutilized properties, courtyard units, missing middle housing, changes to definitions of residential districts, form-based architectural standards, and the intent of each of the residential districts. Planner Neal reviewed in detail the allowed uses in residential zones.

H. Old Business

1. Expanding Housing Types - Residential Rezoning

Zoning Administrator Scheel stated the Commission has had many discussions regarding rezoning several properties. The sub-committee has been in contact with some of the property owners whose parcels would be good possibilities for rezoning for the purpose of housing. Mr. Scheel stated he had included in the packet more educational materials on rezoning and specifics on two of the properties that the Sub-committee proposed. Mr. Scheel stated the first document was labeled the Summary of Factors to Consider in Rezoning Determination and explained that this would be an administrative rezoning.

Zoning Administrator Scheel stated the Commission would be discussing rezoning parcels at or near the Community Reformed Church and Meech Street, and parcels located at or near Sheridan Street and Garfield Avenue. Mr. Scheel explained if the Commission decided to move forward on any potential rezoning, staff would write the ordinance including a legal description of each lot to be rezoned, the Commission and Council would conduct public hearings and all of the property owners within 300' of the subject property would be notified by mail of the public hearings.

Zoning Administrator Scheel discussed each of the parcels recommended for rezoning:

- Sheridan Street and Garfield Avenue (7.36 acres): Mr. Scheel stated they were considering zoning this property an R-2 or R-4. The area is currently zoned R-1 which included 9,000 sq. ft. with 70' wide lots. An area zoned R-2 is 33% with 6,000 sq. ft. and 50' frontage. Mr. Scheel explained his reasoning for recommending R-2 zoning for this area because you could actually get more density in R-2 multi-family buildings than in an R-4 district. A developer could get 24 units per acre with single multi-family buildings. An R-4 zoned parcel requires larger setbacks, greater need for parking, greater height at

30', and the calculations were for 3-story buildings at 18-20 per acre.

- Community Reformed Church and Meech Street: The Sub-Committee spoke to the elders at the Church and they were interested and they were not against rezoning the parcel, but wanted to be assured they could still use part of the property for recreational use and that the rezoning would not impact that plan. The underlying plat is still there, which is a small lot plat which would allow for development of single-family homes; but this parcel could easily be an R-4 parcel. There is one owner for this parcel.

Motion by Member Radke, seconded by Member Millington to begin the rezoning process to rezone the property described in handout A (Sheridan & Garfield) from R-1 to R-2. Residential district zoning.

Motion carried by unanimous roll call vote.

Zoning Administrator Scheel questioned if the Commission wanted staff to bring forward similar information regarding the General Commercial zoning at the far north end of the City to the next meeting and the Commission concurred.

I. Staff Updates

1. Zoning Administrator's Report

Zoning Administrator Scheel stated there were more permits this month, including more fence permits than he had ever given out in one month. The developer of the Hurlbut property was conducting parking studies; the Ordinance required 1.5 parking spaces per condo and the developer is hoping to get that down to one parking space per condo. Mr. Scheel stated there would be one setback variance going to the Zoning Board of Appeals next month. Mr. Scheel stated the status of the blight issues; there were 5-6 notices going out every day and he was issuing seven (7) infraction tickets.

Zoning Administrator Scheel stated that the City and the Chamber are promoting a 3-story building with the Chamber on the first floor with another commercial unit on the first floor, the second floor with 21 efficiency apartments and 14 one-bedroom apartments on the third floor for true workforce housing for service workers. Mr. Scheel stated he did a preliminary perform with \$800 per month for the efficiencies and \$1,200 for the one-bedroom units which met the 30% income guidelines.

J. Requests For Next Months Agenda or Research Items

K. Adjournment by 8:00 p.m. unless extended by a motion

Vice Chair Chamberlain adjourned at 7:56 p.m.