



CITY COUNCIL

December 15, 2014

1. Call to Order - 7:00 P.M. - City Hall Council Chambers
2. Recitation - Pledge of Allegiance to the Flag of the United States of America
3. Roll Call
4. Consent Agenda - Adoption of a proposed resolution that would confirm approval of the following:
 - (a) December 1, 2014 regular session City Council meeting minutes
 - (b) Acknowledge receipt of a report concerning certain administrative transactions since December 1, 2014
5. Miscellaneous Public Comments
6. City Manager Updates
7. New Business
 - (a) Adoption of a resolution approving the 2015 City Council meeting schedule
 - (b) Adoption of a proposed resolution that would authorize final amendments to the City's 2014 Annual Budget
8. City Council Comments
9. Adjournment - Adoption of a proposed resolution that would adjourn to a closed session pursuant to Section 8(f) of the Open Meetings Act to consider the confidential contents of applications for employment at the request of applicants



BOARD: City Council

MEETING DATE: December 15, 2014 **PREPARED:** December 10, 2014

AGENDA SUBJECT: Consent Agenda Resolution

RECOMMENDATION: That the City Council approve this proposed resolution

The City Council will be asked to adopt a resolution that would approve the following consent agenda items:

- (1) Draft minutes of the December 1, 2014 regular session City Council meeting; and
- (2) Acknowledge receipt of a report from the City Manager concerning all checks that have been issued since December 1 for contract and vendor claims at \$350,750.08, intergovernmental claims at \$44,716.55, and the December 4 payroll at \$268,925.96 for a total of \$664,392.59.

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Enclosures



CITY COUNCIL

December 1, 2014

A regular meeting of the City of Petoskey City Council was held in the City Hall City Council Chambers, Petoskey, Michigan, on Monday, December 1, 2014. This meeting was called to order at 7:00 P.M.; then, after a recitation of the Pledge of Allegiance to the Flag of the United States of America, a roll call then determined that the following were

Present: William Fraser, Mayor
Kate Marshall, City Councilmember
John Murphy, City Councilmember
Grant Dittmar, City Councilmember
Jeremy Wills, City Councilmember

Absent: None

Also in attendance were Acting City Manager Alan Terry, Director of Public Works Michael Robbins, City Planner Amy Tweeten and Administrative Assistant Sarah Bek.

MDOT Presentation on US-31/
Charlevoix Avenue Project

MDOT representatives Jason Gailitis and Jason Bodell gave a brief presentation on the US-31/Charlevoix Avenue project that will occur in 2015. The presentation focused on US-31 lane improvements from Eppler Road to US-

131. The representatives reviewed costs; timeline and scope of work; proposed detour for eastbound traffic from Eppler Road to Sheridan Street with hopes of the detour to be completed by July 4; reviewed lane reconfigurations; left turns; cross-traffic conflict points; safety benefits from 4 lanes to 3 lanes; and potential disadvantages and benefits of the improvements.

City Councilmembers commented on and discussed with MDOT representatives the difficulty to pass on US-31 and how the improvements would improve traffic flow; if radius had been established for left hand turn near Rite-Aid; concerns with synchronization and timing on lights at the US-31/US-131 intersection especially for southbound traffic; how the perception has changed to reduce traffic lanes vs. a bypass; inquiry on traffic data collected; left turns at Rite-Aid and Walgreens; the control of head on accidents in left turn lanes when east/west traffic are both using same lane; improving of City streets involved in the detour; and if the four-way stop intersections would change at Greenwood and Sheridan.

Mayor Fraser asked for public comments and heard comments on advantages and disadvantages of performing construction work 24 hours per day; timeline of project; if cars will be driving on shoulder for all four miles along Bay Harbor; and if there will be any passing opportunities.

Resolution No. 18833
Approve Consent Agenda Items

Following introduction of the consent agenda for this meeting of December 1, 2014, City Councilmember Marshall moved that, seconded by City Councilmember Dittmar adoption of the following resolution:

BE IT RESOLVED that the City Council does and hereby confirms that the draft minutes of the November 17, 2014 regular-session City Council meeting be and are hereby approved; and

BE IT FURTHER RESOLVED that receipt by the City Council of a report concerning all checks that had been issued since November 3 for contract and vendor claims at \$829,217.33, intergovernmental claims at \$97,520.01, and the November 20 payroll at \$169,651.41, for a total of \$1,096,388.75 be and is hereby acknowledged; and

Said resolution was adopted by the following vote:

AYES: Marshall, Murphy, Dittmar, Wills, Fraser (5)

NAYS: None (0)

Hear Public Comment

Mayor Fraser asked for public comments and heard from Judy Hills, 575 Hillcrest Avenue, on the status of the City Manager search.

Hear City Manager Updates

The Acting City Manager reported that the City Manager application deadline ended December 1 and that 46 applications were submitted with 11 leading candidates to be reviewed at the December 15 meeting with the consultant; that the annual Chamber of Commerce Breakfast for Champions is Tuesday, December 9; and that Petoskey's Open House is 6:00 P. M., Friday, December 5.

Resolution No. 18834
Approve 2015 Annual Budget

The Acting City Manager reviewed that following a brief presentation at the November 3 City Council meeting concerning the City's recommended 2015 Annual Budget, City Council scheduled a public hearing for November 17 to receive comments concerning both the budget recommendation and property tax millage rates that are proposed within it, the former being a requirement of the City Charter and the latter being mandated by State law. Following the public hearing, City Council further discussed the budget and eliminated the property tax administration fee from the General Fund budget and directed the use of cash reserves to balance the 2015 budget.

The Acting City Manager also reviewed that added to the list of changes from the last Council meeting is a charge for the final meter reading taken when a customer terminates service from the City. With the large number of rental units in Petoskey final reads range from 80 to 100 per month.

City Councilmembers inquired on utility rate provisions in the resolution and the Acting City Manager reviewed that it is standard language that has been in past resolutions for years and that it gives the City flexibility on the distribution side of the electric utility service.

City Councilmember Marshall then moved that, seconded by City Councilmember Murphy adoption of the following resolution:

WHEREAS, as required of City Charter provisions, the City Manager has presented to the City of Petoskey City Council the City's proposed annual budget for 2015; and

WHEREAS, as also is required of City Charter provisions, the City Council on November 17, 2014, conducted a public hearing to receive comments concerning these proposed budgets for the City's various funds:

General Fund

January 1, 2015 Fund Balance	\$ 3,525,095
Revenues	<u>7,686,600</u>
Expenditures:	
General Governmental Services	1,586,800
Public Safety	2,910,100
Public Works	614,700
Recreation and Cultural	<u>2,719,200</u>
Total Expenditures	<u>7,830,800</u>
December 31, 2015 Fund Balance	<u>\$ 3,380,895</u>

Major Street Fund

January 1, 2015 Fund Balance	\$ 193,754
Revenues	644,900
Expenditures	<u>588,700</u>
December 31, 2015 Fund Balance	<u>\$ 249,954</u>

Local Street Fund

January 1, 2015 Fund Balance	\$ 183,043
Revenues	630,500
Expenditures	<u>564,600</u>
December 31, 2015 Fund Balance	<u>\$ 248,943</u>

General Street Fund

January 1, 2015 Fund Balance	\$ 605,403
Revenues	1,102,000
Expenditures	<u>1,077,800</u>
December 31, 2015 Fund Balance	<u>\$ 629,603</u>

Tax Increment Finance Authority Fund

January 1, 2015 Fund Balance	\$ 1,069,802
Revenues	267,000
Expenditures	<u>230,000</u>
December 31, 2015 Fund Balance	<u>\$ 1,106,802</u>

Library Fund

January 1, 2015 Fund Balance	\$ 645,052
Revenues	1,151,800
Expenditures	<u>1,132,700</u>
December 31, 2015 Fund Balance	\$ <u>664,152</u>

Library Endowment Fund

January 1, 2015 Fund Balance	\$ 15,990
Revenues	10,100
Expenditures	<u>10,000</u>
December 31, 2015 Fund Balance	\$ <u>16,090</u>

Downtown Management Fund

January 1, 2015 Fund Balance	\$ 169,843
Revenues	134,000
Expenditures	<u>133,700</u>
December 31, 2015 Fund Balance	\$ <u>170,143</u>

Downtown Parking Fund

January 1, 2015 Retained Earnings	\$ 582,728
Revenues	433,400
Expenses	<u>332,200</u>
December 31, 2015 Retained Earnings	\$ <u>683,928</u>

Right-of-Way Fund

January 1, 2015 Fund Balance	\$ 614,352
Revenues	1,592,000
Expenditures	<u>1,552,000</u>
December 31, 2015 Fund Balance	\$ <u>654,352</u>

Electric Fund

January 1, 2015 Retained Earnings	\$21,783,377
Revenues	11,045,700
Expenses	<u>10,828,700</u>
December 31, 2015 Retained Earnings	\$ <u>22,000,377</u>

Water and Sewer Fund

January 1, 2015 Retained Earnings	\$ 14,202,804
Revenues	5,325,100
Expenses	<u>4,764,500</u>
December 31, 2015 Retained Earnings	\$ <u>14,763,404</u>

Motor Pool Fund

January 1, 2015 Retained Earnings	\$ 2,586,182
Revenues	904,900
Expenses	<u>992,500</u>
December 31, 2015 Retained Earnings	\$ <u>2,498,582</u>

Building Authority Marina Improvements Bond Fund

January 1, 2015 Fund Balance	\$ 10,156
Revenues	86,100
Expenditures	<u>85,600</u>
December 31, 2015 Fund Balance	\$ <u>10,656</u>

Building Authority Bear River Valley Improvements Bond Fund

January 1, 2015 Fund Balance	\$ 15,249
Revenues	220,100
Expenditures	<u>213,100</u>
December 31, 2015 Fund Balance	\$ <u>22,249</u>

WHEREAS, following the public hearing to receive comments concerning the proposed 2015 Annual Budget and its consideration of the proposed budget, the City Council wishes to approve the proposed budgets of these various City funds; and

NOW, THEREFORE, BE IT RESOLVED that the City of Petoskey City Council does and hereby approves the 2015 Annual Budget as presented by the Acting City Manager and as summarized in this resolution; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to declare certain obsolete City owned personal property as surplus and to arrange for its sale or disposal; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to make adjustments among line item appropriations so long as the total expenditure budget for the assigned fund is not exceeded: and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to negotiate with and establish certain rates for electric-utility customers as might be deemed appropriate in response to on-going utility-industry restructuring efforts; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to continue the City's participation in the various feasibility studies that are conducted by the Michigan Public Power Agency or to join in with other studies, service committees, or projects that would be established by the Agency, such as those related to power-supply issues, or those that would meet municipal electric-system needs; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to work with other municipally-owned electric utilities to study the feasibilities of satisfying short-and long-term power-supply needs; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to work through Michigan Public Power Agency to identify and enter into power purchase agreements or transactions to satisfy power supply needs, consistent with the Energy Services Risk Management Policy as adopted by the City of Petoskey; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to enter into agreements with the Michigan Department of Transportation for participating costs and fees associated with the installation and maintenance of Traffic Signal Mast Arm Poles, Mast Arms and Signal Components at the intersections of US-31 and Sheridan Street, and US-31 and US-131; and

BE IT FURTHER RESOLVED that the City Manager be and is hereby authorized to enter into agreements with the Michigan Department of Transportation for participating costs and fees associated with water and sanitary sewer system improvements related to MDOT's reconstruction of US-31/ Charlevoix Avenue; and

BE IT FURTHER RESOLVED the rates and charges for services, fees, permits, licenses and the like and as listed in the City's Schedule of Rates and Charges and as attached to this resolution are approved and authorized to be charged and collected as applicable; and

BE IT FURTHER RESOLVED that the various parts, sections, and clauses of this resolution are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the resolution shall not be affected thereby.

Said resolution was adopted by the following vote:

AYES: Marshall, Murphy, Dittmar, Wills, Fraser (5)

NAYS: None (0)

Hear Council Comments

Mayor Fraser asked for Council comments and heard from City Councilmember Wills on electric utility article in current MPPA magazine concerning Marquette's power plant being taken offline and that Petoskey needs to stay ahead of possible lack of generation of power; City Councilmember Murphy thanked the students in the audience for attending; City Councilmember Marshall had an inquiry on the informational memo regarding Sunset Square property and rezoning a section to CBD and what ZBA can do regarding variance requests; and Mayor Fraser commented that Petoskey's Open House is this Friday with hopes of good weather.

There being no further business to come before the City Council, this December 1, 2014, meeting of the City Council adjourned at 8:30 P.M.

W.J. Fraser, Mayor

Alan Terry, City Clerk-Treasurer

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
12/14	12/03/2014	65007	ACH-CHILD SUPPORT	701-000-230.160	1,053.79
12/14	12/03/2014	65008	ACH-EFTPS	701-000-230.100	32,016.31
12/14	12/03/2014	65008	ACH-EFTPS	701-000-230.200	16,305.07
12/14	12/03/2014	65008	ACH-EFTPS	701-000-230.200	16,305.07
12/14	12/03/2014	65008	ACH-EFTPS	701-000-230.200	3,813.28
12/14	12/03/2014	65008	ACH-EFTPS	701-000-230.200	3,813.28
12/14	12/03/2014	65009	ACH-ICMA 457	701-000-230.700	5,203.85
12/14	12/03/2014	65010	AFLAC	701-000-230.180	475.33
12/14	12/03/2014	65011	ALEXANDER CHEMICAL CORPORATION	592-640-663.000	1,265.00
12/14	12/03/2014	65012	AMERICAN WATER WORKS ASSOC.	592-685-956.000	534.00
12/14	12/03/2014	65013	CDW GOVERNMENT	101-441-727.000	501.17
12/14	12/03/2014	65014	CHAR-EM UNITED WAY	701-000-230.800	61.55
12/14	12/03/2014	65015	CINTAS CORPORATION	582-597-932.000	42.61
12/14	12/03/2014	65015	CINTAS CORPORATION	661-540-725.000	42.62
12/14	12/03/2014	65016	CITY TREAS. FOR GENERAL FUND	703-040-230.213	1,128.75
12/14	12/03/2014	65016	CITY TREAS. FOR GENERAL FUND	703-040-230.213	71.94
12/14	12/03/2014	65016	CITY TREAS. FOR GENERAL FUND	703-040-240.000	46.82
12/14	12/03/2014	65016	CITY TREAS. FOR GENERAL FUND	703-040-233.000	208.16
12/14	12/03/2014	65016	CITY TREAS. FOR GENERAL FUND	703-040-233.000	1.32
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	101-770-977.000	125.00
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	101-345-775.000	26.47
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	101-770-956.000	27.48
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	101-265-726.000	5.53
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	101-774-957.000	45.00
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	101-774-753.120	42.00
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	204-481-727.000	7.19
12/14	12/03/2014	65017	CITY TREAS. FOR IMPREST CASH	592-705-956.000	72.80
12/14	12/03/2014	65018	CITY TREAS. FOR LIBRARY FUND	703-040-231.213	266.93
12/14	12/03/2014	65018	CITY TREAS. FOR LIBRARY FUND	703-040-233.000	4.91
12/14	12/03/2014	65019	CITY TREAS. FOR R.O.W.	703-040-229.213	567.69
12/14	12/03/2014	65019	CITY TREAS. FOR R.O.W.	703-040-233.000	10.46
12/14	12/03/2014	65020	CUMMINS BRIDGEWAY LLC	592-691-775.000	318.75
12/14	12/03/2014	65021	DERRER OIL CO.	661-540-751.000	6,451.52
12/14	12/03/2014	65022	DTE ENERGY	518-539-802.100	76.84
12/14	12/03/2014	65023	EMMET COUNTY TREASURER	703-040-222.213	713.68
12/14	12/03/2014	65023	EMMET COUNTY TREASURER	703-040-228.213	882.91
12/14	12/03/2014	65023	EMMET COUNTY TREASURER	703-040-233.000	13.15
12/14	12/03/2014	65023	EMMET COUNTY TREASURER	703-040-233.000	16.26
12/14	12/03/2014	65024	ENGLBRECHT, ROBERT	101-209-802.000	3,750.00
12/14	12/03/2014	65025	ENVIRONMENTAL RESOURCE ASSOC.	592-692-775.000	113.24
12/14	12/03/2014	65026	EYES ONLY MEDIA LLC	280-739-905.000	400.00
12/14	12/03/2014	65026	EYES ONLY MEDIA LLC	280-540-232.000	592.00
12/14	12/03/2014	65027	FORBRIG, ADELE	280-540-232.000	112.50
12/14	12/03/2014	65028	FRATERNAL ORDER OF POLICE	701-000-230.400	588.00
12/14	12/03/2014	65029	GIBBY'S GARAGE	661-540-931.000	520.00
12/14	12/03/2014	65029	GIBBY'S GARAGE	661-540-933.000	1,950.00
12/14	12/03/2014	65029	GIBBY'S GARAGE	661-010-158.000	422.50
12/14	12/03/2014	65030	HERITAGE BROADCASTING COMPANY	280-540-250.000	300.00
12/14	12/03/2014	65031	LAKEVIEW CLEANING AND RESTORATION	101-266-802.000	625.00
12/14	12/03/2014	65032	MICH. WATER ENVIRONMENT ASSOC.	592-705-956.000	125.00
12/14	12/03/2014	65033	MITCHELL GRAPHICS INC.	280-739-905.000	210.00
12/14	12/03/2014	65034	NORTHERN MICHIGAN REVIEW	518-539-995.000	7,500.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
12/14	12/03/2014	65035	OIL PAINTINGS	280-739-905.000	400.00
12/14	12/03/2014	65036	PARKMOBILE USA INC.	518-539-802.000	670.95
12/14	12/03/2014	65037	PERSONAL GRAPHICS INC.	280-540-232.000	108.00
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-236.213	1,177.32
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-237.213	270.58
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-237.213	194.13
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-237.213	67.84
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-233.000	23.54
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-233.000	4.99
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-233.000	3.58
12/14	12/03/2014	65038	PETOSKEY PUBLIC SCHOOLS	703-040-233.000	1.24
12/14	12/03/2014	65039	PETOSKEY REGIONAL CHAMBER	101-172-957.000	160.00
12/14	12/03/2014	65040	PUROLL EQUIPMENT COMPANY LLC	101-345-976.000	562.30
12/14	12/03/2014	65041	SHORELINE POWER SERVICES INC.	592-697-802.000	1,334.93
12/14	12/03/2014	65041	SHORELINE POWER SERVICES INC.	592-672-802.000	1,088.27
12/14	12/03/2014	65041	SHORELINE POWER SERVICES INC.	592-693-802.000	661.50
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-345-727.000	124.33
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-215-727.000	119.52
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-400-727.000	3.64
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-441-727.000	3.64
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-770-727.000	3.63
12/14	12/03/2014	65042	STAPLES ADVANTAGE	582-550-775.000	15.74
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-208-727.000	80.95
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-201-727.000	80.94
12/14	12/03/2014	65042	STAPLES ADVANTAGE	101-010-158.000	227.88
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-172-719.000	76.98
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-201-719.000	99.19
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-208-719.000	34.94
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-228-719.000	34.58
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-209-719.000	36.69
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-215-719.000	84.49
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-400-719.000	42.92
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-441-719.000	131.52
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-345-719.000	784.95
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-265-719.000	43.29
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-266-719.000	19.29
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-730-719.000	3.04
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-770-719.000	117.48
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-773-719.000	9.70
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-774-719.000	62.37
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	101-789-719.000	15.56
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	204-481-719.000	973.85
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	271-540-719.000	162.90
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	582-595-719.000	274.79
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	592-705-719.000	126.58
12/14	12/03/2014	65043	SUN LIFE FINANCIAL	592-685-719.000	178.49
12/14	12/03/2014	65044	SUSTEEN INC.	101-345-976.000	1,995.00
12/14	12/03/2014	65045	TEAMSTERS LOCAL #214	701-000-230.400	885.00
12/14	12/03/2014	65046	TETRA TECH INC	592-685-802.000	3,787.89
12/14	12/03/2014	65047	TRAUTMANN & KNAPP	592-693-802.000	315.00
12/14	12/03/2014	65048	VARNUM LLP	592-685-802.000	148.22
12/14	12/03/2014	65049	WADE TRIM OPERATIONS SERVICES	101-208-802.000	16,606.97

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
12/14	12/03/2014	65050	WALKER PROCESS EQUIPMENT	592-691-775.000	550.56
12/14	12/10/2014	65057	ARROW UNIFORM-TAYLOR LLC	592-705-725.000	74.50
12/14	12/10/2014	65057	ARROW UNIFORM-TAYLOR LLC	582-597-775.000	112.40
12/14	12/10/2014	65058	B-BOOKS	271-540-752.000	26.00
12/14	12/10/2014	65059	BENCHMARK ENGINEERING INC.	204-481-802.000	8,087.25
12/14	12/10/2014	65060	BILL'S FARM MARKET	280-540-233.000	18.95
12/14	12/10/2014	65061	BRADFORD MASTER DRY CLEANERS	101-345-775.000	415.50
12/14	12/10/2014	65062	BUCK'S BODY REPAIR INC.	661-540-933.000	146.00
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-172-850.000	175.41
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-201-850.000	93.55
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-208-850.000	58.47
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-209-850.000	58.47
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-215-850.000	46.77
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-345-850.000	128.63
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-400-850.000	58.47
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-441-850.000	105.25
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-770-850.000	241.91
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	101-774-850.000	70.16
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	204-481-801.000	35.08
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	204-481-801.000	35.08
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	271-540-801.000	75.00
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	582-595-850.000	116.94
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	582-597-850.000	130.92
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	592-685-850.000	70.16
12/14	12/10/2014	65063	CHARTER COMMUNICATIONS	592-705-850.000	184.38
12/14	12/10/2014	65064	CINTAS CORP #729	101-266-802.000	172.32
12/14	12/10/2014	65065	CINTAS CORPORATION	592-685-727.000	103.04
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-265-920.000	1,408.96
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-266-920.000	1,013.28
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-345-920.000	3,049.34
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-345-920.100	1,095.76
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-730-920.000	24.69
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-770-920.000	2,089.76
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-773-920.000	1,346.04
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	101-789-920.000	722.20
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	202-475-920.000	320.00
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	204-450-920.000	2,600.00
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	271-540-920.000	2,127.68
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	582-597-920.000	1,118.18
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	582-542-920.000	52.26
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	592-634-920.000	8,515.06
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	592-660-920.000	52.26
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	592-690-920.000	15,322.95
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	592-696-920.000	1,123.43
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	518-539-920.000	31.80
12/14	12/10/2014	65066	CITY TREAS. FOR UTILITY BILLS	518-539-802.100	44.45
12/14	12/10/2014	65067	CROOKED TREE ARTS CENTER	280-739-905.000	500.00
12/14	12/10/2014	65068	CUPPS MASONRY INC.	101-770-802.000	2,836.00
12/14	12/10/2014	65069	CYNERGYCOMM.NET INC.	271-540-850.000	591.14
12/14	12/10/2014	65070	DERRER OIL CO.	661-540-751.000	2,195.79
12/14	12/10/2014	65071	FACTOR SYSTEMS INC.	101-208-803.000	2,724.26
12/14	12/10/2014	65072	FRENTZ SCUBA DIVER, MATT	101-789-802.000	130.00

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
12/14	12/10/2014	65073	GIBSON EXCAVATING LLC	592-675-802.000	2,550.00
12/14	12/10/2014	65073	GIBSON EXCAVATING LLC	592-673-802.000	2,910.00
12/14	12/10/2014	65074	GRULER'S FARM SUPPLY INC.	101-730-775.000	319.20
12/14	12/10/2014	65074	GRULER'S FARM SUPPLY INC.	592-691-775.000	39.96
12/14	12/10/2014	65075	HORIZON BOOKS	271-540-752.100	44.00
12/14	12/10/2014	65076	HUBBELL ROTH & CLARK INC.	592-685-802.000	1,781.60
12/14	12/10/2014	65076	HUBBELL ROTH & CLARK INC.	592-705-802.000	1,626.28
12/14	12/10/2014	65077	HYDE SERVICES LLC	661-540-933.000	139.98
12/14	12/10/2014	65077	HYDE SERVICES LLC	592-675-775.000	196.14
12/14	12/10/2014	65078	JAKEWAY, JOHN	203-479-802.000	105.00
12/14	12/10/2014	65079	JOHNSON, DIANA	101-088-628.150	345.00
12/14	12/10/2014	65080	LEWIS, ANNE	718-540-963.000	166.40
12/14	12/10/2014	65081	MEYER ACE HARDWARE	518-539-775.000	71.29
12/14	12/10/2014	65082	MICHIGAN TASER	101-345-975.000	85.50
12/14	12/10/2014	65083	MIDWESTERN BROADCASTING CO.	280-739-905.000	2,816.00
12/14	12/10/2014	65084	NATIONAL RECREATION AND PARK	101-789-956.000	165.00
12/14	12/10/2014	65085	NORTHERN CREDIT BUREAU	101-208-727.000	59.72
12/14	12/10/2014	65086	NORTHERN FIRE & SAFETY	271-540-802.000	460.00
12/14	12/10/2014	65087	NORTHWEST DESIGN GROUP	204-481-802.000	239.50
12/14	12/10/2014	65087	NORTHWEST DESIGN GROUP	202-010-158.000	1,062.90
12/14	12/10/2014	65087	NORTHWEST DESIGN GROUP	204-010-158.000	1,062.90
12/14	12/10/2014	65087	NORTHWEST DESIGN GROUP	592-010-158.000	1,062.90
12/14	12/10/2014	65087	NORTHWEST DESIGN GROUP	592-010-158.000	1,062.90
12/14	12/10/2014	65087	NORTHWEST DESIGN GROUP	582-010-158.000	1,062.90
12/14	12/10/2014	65088	NORTHWEST SERVICES	518-539-802.000	4,886.23
12/14	12/10/2014	65089	OCLC INC.	271-540-802.000	73.20
12/14	12/10/2014	65090	OUTRIGGER IMAGING INC.	101-789-752.000	150.95
12/14	12/10/2014	65091	PETHERS PHOTOGRAPHY LLC, LAUREN	280-739-905.000	260.00
12/14	12/10/2014	65092	PETOSKEY REGIONAL CHAMBER	518-539-998.000	40.00
12/14	12/10/2014	65093	POLICE AND FIREMEN'S INSURANCE	701-000-230.185	412.97
12/14	12/10/2014	65094	PONTIUS FLOWER SHOP, A. R.	280-739-774.000	140.00
12/14	12/10/2014	65095	POWERS OD PLLC, CARL F	101-345-805.000	45.00
12/14	12/10/2014	65096	ROSTAR PROFESSIONAL CONCRETE	582-547-802.000	182.00
12/14	12/10/2014	65097	S & S WELDING	101-345-805.000	135.00
12/14	12/10/2014	65097	S & S WELDING	101-266-802.000	341.70
12/14	12/10/2014	65097	S & S WELDING	202-479-802.000	75.00
12/14	12/10/2014	65097	S & S WELDING	204-449-802.000	2,310.00
12/14	12/10/2014	65097	S & S WELDING	271-540-801.000	50.25
12/14	12/10/2014	65097	S & S WELDING	518-539-802.000	502.50
12/14	12/10/2014	65097	S & S WELDING	582-597-932.000	110.55
12/14	12/10/2014	65098	SAFELITE FULFILLMENT INC	661-540-933.000	312.85
12/14	12/10/2014	65099	SIGN & DESIGN	518-539-904.000	94.00
12/14	12/10/2014	65100	SIMPLE DIGITAL MEDIA INC.	280-540-232.000	240.00
12/14	12/10/2014	65101	SKY'S THE LIMIT INC.	101-101-727.000	45.00
12/14	12/10/2014	65102	SMITH, EDWARD J	101-770-935.000	40.00
12/14	12/10/2014	65103	STANDARD ELECTRIC COMPANY	582-010-111.000	25.54
12/14	12/10/2014	65103	STANDARD ELECTRIC COMPANY	582-547-775.000	281.82
12/14	12/10/2014	65103	STANDARD ELECTRIC COMPANY	582-597-730.000	65.13
12/14	12/10/2014	65103	STANDARD ELECTRIC COMPANY	101-266-775.000	43.07
12/14	12/10/2014	65104	STATE OF MI DEPT OF LICENSING	582-081-641.200	162.96
12/14	12/10/2014	65104	STATE OF MI DEPT OF LICENSING	582-081-643.000	3,850.90
12/14	12/10/2014	65104	STATE OF MI DEPT OF LICENSING	582-081-644.000	773.09

GL Period	Check Issue Date	Check Number	Payee	Invoice GL Account	Check Amount
12/14	12/10/2014	65104	STATE OF MI DEPT OF LICENSING	582-081-644.100	19.40
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	592-010-158.000	4,172.00
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	592-010-158.000	1,788.00
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	202-010-158.000	41,272.69
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	204-010-158.000	343.50
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	592-010-158.000	2,770.01
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	592-010-158.000	15,004.85
12/14	12/10/2014	65105	STATE OF MI. DEPT. OF TRANSP.	582-010-158.000	30,876.70
12/14	12/10/2014	65106	STATE OF MI. DEPT. OF TREASURY	582-040-228.000	29,405.72
12/14	12/10/2014	65106	STATE OF MI. DEPT. OF TREASURY	701-000-230.300	12,142.06
12/14	12/10/2014	65107	STATE OF MICHIGAN - MEDC	101-728-802.000	5,000.00
12/14	12/10/2014	65108	TAYLOR RENTAL CENTER	280-540-232.000	123.50
12/14	12/10/2014	65109	TEI LANDMARK AUDIO	718-540-963.000	356.27
12/14	12/10/2014	65109	TEI LANDMARK AUDIO	271-540-749.000	306.68
12/14	12/10/2014	65110	VAN'S BUSINESS MACHINES	271-540-802.000	720.00
12/14	12/10/2014	65110	VAN'S BUSINESS MACHINES	518-539-802.100	131.50
12/14	12/10/2014	65111	WALL STREET JOURNAL	271-540-752.100	796.80
12/14	12/10/2014	65112	WOODEN PHOTOGRAPHY	280-739-905.000	940.00
Grand Totals:					<u>387,894.77</u>

Report Criteria:

Check.Date = 12/03/2014-12/10/2014

Check Number	Date	Name	GL Account	Amount
64932	12/10/2014	JANKOWSKI, JAMIE	582040285000	148.95-
64938	12/03/2014	WAGAR, LAURA	101774753030	45.00-
65051	12/03/2014	BURCH, JUSTIN	582040285000	19.80
65052	12/03/2014	CRANDELL, DIANA	582040285000	63.43
65053	12/03/2014	CUSTARD, JAMES	582040285000	52.41
65054	12/03/2014	ROCKING HORSE TOY COMPANY	518539995000	500.00
65055	12/03/2014	VELLA, STEVE	582040285000	143.32
65056	12/03/2014	WAGAR, EDWARD	101774753030	45.00
65113	12/10/2014	BERGER, JASMINE	582040285000	45.12
65114	12/10/2014	BURT, CONNIE	582040285000	233.48
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040222214	19.88
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040228214	24.60
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040229214	15.81
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040230214	33.44
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040231214	7.43
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040236214	24.60
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040237214	14.82
65115	12/10/2014	CIT TECHNOLOGY FINANCING SERVICES	703040240000	1.40
65116	12/10/2014	HILL, JOHN	582040285000	34.23
65117	12/10/2014	JANKOWSKI, JAMIE	582040285000	148.95
65118	12/10/2014	KASSELMAN, GEOFFREY M & ELLEN W	701040274000	6,338.09
Grand Totals:				<u>7,571.86</u>



BOARD: City Council

MEETING DATE: December 15, 2014

PREPARED: December 10, 2014

AGENDA SUBJECT: City Council 2015 Meeting Schedule Resolution

RECOMMENDATION: That the City Council adopt this proposed resolution

Requirement. Several times each year, the City Council has cancelled and/or rescheduled routine first and third meetings of the month to avoid conflicts with various holidays. Enclosed is a proposed resolution that would set the 2015 regular meeting schedule of the City Council that would avoid the necessity for cancellations or rescheduled meetings and that would also serve to make the public aware well in advance of meeting dates.

Action. In years past, conflicted meeting dates have been canceled completely or have been rescheduled as is proposed in the enclosed resolution that lists specific meeting dates for 2015 City Council meetings. The City Council will be asked to adopt this proposed resolution, although the City Council might wish to schedule its meetings differently than the resolution has provided (the City staff has no preference).

sb
Enclosure



City of Petoskey

Resolution

WHEREAS, Section 4.4 of the City Charter governing City Council meetings requires the City Council to meet regularly, preferably in the City Council Chambers in the City Hall, on the first and third Mondays of each month; and

WHEREAS, due to the holidays certain scheduling conflicts preclude the City Council from holding meetings on the first and third Mondays of each month; and

WHEREAS, the City Council desires to establish a regular meeting schedule in accordance with the requirements of Section 4.4 of the City Charter for the 2015 calendar year:

NOW, THEREFORE, BE IT RESOLVED that the City Council shall hold its regular meetings in the City Council Chambers in the City Hall on the following dates in 2015:

Monday, January 5, 2015	Monday, January 19, 2015
Monday, February 2, 2015	Monday, February 16, 2015
Monday, March 2, 2015	Monday, March 16, 2015
Monday, April 6, 2015 (No Meeting)	Monday, April 20, 2015
Monday, May 4, 2015	Monday, May 18, 2015
Monday, June 1, 2015	Monday, June 15, 2015
Monday, July 6, 2015	Monday, July 20, 2015
Monday, August 3, 2015	Monday, August 17, 2015
Monday, September 7, 2015 (No Meeting)	Monday, September 21, 2015
Monday, October 5, 2015	Monday, October 19, 2015
Monday, November 2, 2015	Monday, November 16, 2015
Monday, December 7, 2015	Monday, December 21, 2015



BOARD: City Council

MEETING DATE: December 15, 2014 **PREPARED:** December 10, 2014

AGENDA SUBJECT: Budget-Amendment Resolution

RECOMMENDATION: That the City Council adopt this proposed resolution

Summary. At the end of each fiscal year, the City Council is routinely asked to formally adopt amendments to the Annual Budget. As noted below, these amendments are necessitated by a variety of circumstances, and in many cases are administrative changes to formally reflect previously approved actions and priorities.

Changes

Major Street Fund and Local Street Fund. The Major Street Fund and Local Street Fund will be adjusted to account for expenditures that will increase due to the harsh winter that significantly increase winter maintenance costs.

General Street Fund. The General Street Fund will increase due to project jobbing costs incurred to provide services to third parties that in most instances are reimbursed to the City and again for sidewalk snow removal services that increased due to the long harsh winter.

Amendments. The City Council will be asked to adopt the enclosed proposed resolution that would amend total budget amounts of 2014 for these three funds.

sb
Enclosure



City of Petoskey

Resolution

WHEREAS, at the close of the City's 2014 fiscal year, the City staff has determined that expenditures within three City funds are anticipated to differ from amounts that had been budgeted for:

NOW, THEREFORE, BE IT RESOLVED that expenditures within the Major Street Fund, Local Street Fund and General Street Fund be adjusted as follows:

	<u>Original</u>	<u>Amendment</u>	<u>Difference</u>
Major Street Fund			
Expenditures	<u>\$ 1,150,900</u>	<u>\$ 1,245,900</u>	<u>\$ (95,000)</u>
Local Street Fund			
Expenditures	<u>\$ 380,300</u>	<u>\$ 430,300</u>	<u>\$ (50,000)</u>
General Street Fund			
Expenditures	<u>\$ 1,206,400</u>	<u>\$ 1,226,400</u>	<u>\$ (20,000)</u>



City of Petoskey

Agenda Memo

BOARD: City Council

MEETING DATE: December 15, 2014 **DATE PREPARED:** December 10, 2014

AGENDA SUBJECT: City Manager Applications

RECOMMENDATION: That the City Council review the list of leading candidates

Background. Delivered to Councilmembers prior to this meeting was a report from Phillip Robertson, The Mercer Group, North Carolina, the City's consultant for the City Manager recruitment that contains information and analysis on his list of leading candidates for the City Manager position. This information is confidential and may not be shared with anyone, even after the eventual selection of a City Manager has been made.

Action. The City Council is being requested to review the enclosed confidential applications and materials and to discuss in closed-session potential candidates to be invited for public interviews.

sb
Enclosure



City of Petoskey

Resolution

WHEREAS, the Acting City Manager has requested that the City Council adjourn to a closed session pursuant to Section 8(f) of the Open Meetings Act to consider the confidential contents of applications for employment at the request of applicants:

NOW, THEREFORE, BE IT RESOLVED that the City Council does and hereby authorizes to adjourn to closed session.