

AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING

Monday, January 6, 2014 - 7:00 p.m.
210 State St, City Hall, Second Floor City Council Chambers, Charlevoix, MI

- I. Invocation or Pledge of Allegiance**
- II. Roll Call of Members Present**
- III. Inquiry Regarding Possible Conflicts of Interest**
- IV. Consent Agenda**
 - A. City Council Meeting Minutes – December 16, 2013 Regular Meeting PG 1-8
 - B. Accounts Payable Check Register PG 9-15
 - C. Payroll Check Register PG 16-24
- V. Public Hearings**
- VI. Reports**
- VII. Requests, Petitions and Communications and Actions Thereon**
 - A. Liquor License Application 307 Bridge Street (Whitney's) PG 25-30
 - B. City Council Appointments PG 31-40
 - C. Mayoral Appointments PG 41
- VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**
 - A. Request to Set Public Hearing for Budget Amendment #1 for 2013-14 PG 42-43
 - B. Request to Set Public Hearing for 2014-15 Budget Ordinance PG 44-
 - C.
- IX. Resolutions**
 - A. Liquor License Transfer for 307 Bridge Street (Whitney's) PG 30
- X. Ordinances**
- XI. Miscellaneous Business**
- XII. Audience – Non-Agenda Input (written requests take precedent)**
- XIII. Adjourn**

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

Posted January 3, 2013 11:00 a.m.

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, December 16, 2013 – 7:00 p. m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 7:00 p. m. by Mayor Norman L. Carlson, Jr.

I. Pledge of Allegiance

II. Roll Call of Members Present

Mayor: Norman L. Carlson, Jr.
City Attorney: Bryan Graham
City Manager: Rob Straebel
City Clerk: Deputy Clerk Stephanie Brown
Members Present: Council members Shirley Gibson, Greg Stevens, Leon Perron, Jeff Porter, Shane Cole, and Lyle Gennett
Absent: None.

III. Inquiry Regarding Possible Conflicts of Interest:

None

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – December 2, 2013 Regular Meeting Minutes as corrected
- B. Accounts Payable Check Register – December 4, 2013
- C. Accounts Payable Check Register – December 17, 2013
- D. ACH Payments – December 2, 2013 – December 9, 2013
- E. Tax Disbursement – December 17, 2013
- F. Payroll Check Register – December 6, 2013
- G. Payroll Transmittal – December 6, 2013

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V. Public Hearings

None

VI. Reports

Manager Straebel reported that the City has been tentatively granted \$429,000 from the State Transportation Program in funding for renovations on State Street from Huribut to Clinton and includes a major restructuring of the intersection at Antrim and State Street. Once the grant has been formalized, the project will be scheduled for Fall, 2014.

Manager Straebel reminded Council that there will be an open house to celebrate Rick Brandt's retirement on Wednesday, December 18, 2013 from 9:00 to 11:00 a.m. at City Hall, informed Council that Mt. McSaubia will be opening on Friday, December 20, and thanked Council and the Mayor for the City's Christmas party, which was December 12 and very well attended.

VII. Requests, Petitions and Communications and Actions Thereon

A. Discussion Regarding Improvements and Rate Study for Wastewater Treatment Plant Improvements

1. Update on Progress of Wastewater Treatment Plant Improvements

Mark Prein of Prein & Newhof began the presentation and answered questions from Council. The Wastewater Treatment Plant, which has not had a major upgrade in over 40 years, must meet new effluent ammonia standards by December of 2015. Because the City is using grant dollars, the State has required the City to meet a milestone schedule, which is also considered the compliance schedule. Staff and project engineers have finalized both project cost estimates and on-going operation/maintenance/replacement estimates for the coming years. Two advanced treatment options are being considered, and once staff and engineers have a recommendation, the item will be brought back to Council. Mr. Prein reported that the State will only fund the most cost-effective solution, and stated that the latest information shows that the "attached growth" concept is the more cost-effective solution. Future maintenance costs are included in the overall assessment of which plan is more cost-effective, but those costs are not included in the construction estimate. The State of Michigan determines what level of toxicity is acceptable, and the City's Wastewater Treatment Plant currently exceeds that acceptable level.

Mayor Carlson opened the item to public comment.

John Haggard suggested that, instead of bonding through the State of Michigan, Council consider financing the project through "self-bonding" to avoid a prevailing wage requirement.

There was no comment, and the item was closed to public comment.

2. Discussing Regarding Funding of Wastewater Treatment Plant Improvements

Dawn Lund of Utility Financial Solutions discussed the impact on rates. Ms. Lund reported that rates have increased over the past several years, but need to continue to increase to meet financial needs without considering the cost of improvements.

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Additionally, Ms. Lund noted that the current fee structure is different from that used by most wastewater utilities and suggested that, as the City implements rate changes, moving to a base rate plus usage system. Concurrent to engineering work on the Wastewater plant upgrades, staff has been collaborating with Utility Financial Solutions to devise a sewer rate structure that covers the debt service needed to fund the project. Currently, total estimated costs are \$10,895,000. Sewer rates will need to increase approximately 71% to achieve sufficient cash flows to cover debt service, a debt coverage ratio of 1.4. Rate increases can be made over one, two, three, or five years. It is important to remember that the improvements are largely being driven by ammonia compliance standards with the 2015 DEQ discharge permit.

Mayor Carlson opened the item to public comment.

Mr. Haggard asked Council to determine how commercial rates would be impacted. Mr. Haggard also stated that a prevailing wage job normally runs 10-15% higher than a non-prevailing rate job.

Mayor Carlson closed the item to public comment.

Manager Straebel asked Council for direction on how to budget rate increases in the first year, and recommended that Council hold a public hearing to educate the public and get public input.

Treasurer Brandi reported that they have discussed bonding with the City's financial advisor and other financial experts, all of whom agreed that they cannot get a similar or better rate than offered by the State's SRF program. The issue of prevailing wage was not discussed, but bonding counsel is aware of the increased cost and recommended bonding through the SRF program. If the City doesn't bond through the State then there are other costs related to self-bonding, including increased legal expenses, obtaining a bond rating, and other costs.

Manager Straebel reported that the difference between the State program's interest rate and the current market rate will save the City over two million dollars. He believes this savings significantly outweighs the increased cost due to prevailing wage.

Mr. Prein confirmed that 65-75% of the construction cost was in equipment, not labor.

Council discussed the benefits and disadvantages of spreading the increase over two or three years. Council directed the Manager to budget for an increase of 24.5% for the first year and directed Staff to do a comparative rate survey for commercial wastewater rates in the area.

Motion by Councilmember Gennett, second by Councilmember Cole, to set a public hearing to discuss sewer rate increases on January 20, 2014, at 7:00 p.m. in City Hall

Yeas: Gibson, Stevens, Perron, Porter, Cole, Gennett
Nays: None
Absent: None

B. Discussion Regarding Incompatibility of Offices for City Clerk/Charlevoix County Commissioner

Assistant City Attorney Bryan Graham gave a brief history on this item and answered questions from Council. When dealing with ethics in government, the goal is to foster public confidence by avoiding both actual and perceived breaches of ethics. Charlevoix County Commissioner Larry Sullivan has stated his intention of becoming the City Clerk on January 6, 2014, and that he will not be relinquishing his County Commissioner position. Legal counsel's opinion is that, due to the relationship between the City Clerk and the County Clerk, who reports to the County Commissioners, there is a conflict of interest in one person holding both positions as County Commissioner and City Clerk. Mr. Sullivan proposes changing that relationship to eliminate any conflict of interest; however, that decision must come from the County Clerk and cannot be initiated by the City or Commissioner Sullivan. Legal counsel believes that additional research needs to be done regarding: 1) the legal consequences of a County Commissioner taking the position of City Clerk if no changes are made to the current relationship between the City and County Clerks, and 2) the intention of Section 2.16 of the City Charter which states that "...no elected official shall hold any other office or City employment..." Mr. Graham noted that, when interpreting the City Charter, it is necessary to use the rules of statutory construction to determine the intended meaning of the Charter. Legal counsel is requesting direction from City Council to research these issues, given Mr. Sullivan's intention to hold both positions.

Assistant Attorney Graham noted that the issue of ownership of election equipment should be permanently resolved by either the County or the City issuing a bill of sale to the other party.

Councilmember Gennett stated that the best solution would be to avoid spending additional taxpayer dollars by having Mr. Sullivan choose between the two positions; however, Mayor Carlson pointed out that solution is not an option for Council. Council must proceed under the assumption that Mr. Sullivan intends to accept the position as City Clerk while retaining his position as County Commissioner.

Upon questioning, Assistant Attorney Graham stated that he does not know if the Attorney General intends to issue a ruling on this matter.

Councilmember Porter noted that Attorney Graham is the County's Counsel of Record, that Attorney Young is the City's Counsel of Record, and that they both work at the firm Young, Graham, and Elsenheimer. Attorney Graham responded that at the beginning of this process, Young, Graham, and Elsenheimer spoke to the County Commissioners and the City Council regarding dual representation and both parties passed resolutions accepting the dual representation. Councilmember Porter stated that these relationships are a conflict of interest, regardless of any a resolution, and suggested that City Council retain different counsel for this item.

Mayor Carlson noted that hiring new counsel would mean restarting this process from the beginning, and would be costly.

Councilmember Porter believes that Council was given bad advice in the past and that the recommendation to do further research only benefits the legal firm. Councilmember Porter also suggested that Mr. Sullivan be sworn into office, Council could make clarification to the Charter, and that Council could reassess the situation at that time.

Upon questioning, Assistant Attorney Graham suggested that the research should take five or six hours, and would cost approximately \$750.

Councilmember Gibson believes that Mr. Sullivan knew from the beginning that there may be a problem. Now there is. Ms. Gibson recommends that Mr. Sullivan choose one position to resolve the issue and alleviate any question of impropriety, and noted that the Clerk position pays significantly more than the Commissioner position.

Councilmember Stevens believes that Mr. Sullivan should choose one position or the other, stop trying to get the City and/or County to change the facts, and avoid additional taxpayer expense. Member Stevens believes that it was not the intent of the voters to cause a Charter amendment when they elected Mr. Sullivan.

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

Manager Straebel asked the Mayor to invite Mr. Sullivan to comment. Mr. Sullivan consented.

Mr. Sullivan noted that, when he was elected, the voters knew that he was a County Commissioner. Before he chose to run, he asked three attorneys to investigate, and all three determined that there was no conflict of interest. Mr. Sullivan has spoken to the Charlevoix County Clerk and to other county clerks and determined that the contractual/bailment relationship that exists between the County Clerk and City Clerk is not customary nor legally required, but rather done as a courtesy and for convenience. Mr. Sullivan reported that he is resigning his positions from the Planning Commission and the Historic District Commission. As for the Charter's stipulation that "...no elected official shall hold any other office or City employment...", Mr. Sullivan believes that the Charter is too vague, and stated that it is unclear whether the intention was "any other office" or "any other elected office." Mr. Sullivan believes that the Charter should be amended to make this clear. Finally, Mr. Sullivan stated that he is hoping that the Attorney General will provide an opinion.

Upon questioning, Mr. Sullivan stated that he had asked three attorneys to investigate the issue of incompatibility. All three verbally reported that there was no conflict. None of the attorneys provided a written opinion. One of the attorneys has since passed away. Mr. Sullivan noted that he does not have standing to request an Attorney General opinion, that request must come from a county prosecutor or an State-level elected official.

City Manager Straebel stated that he firmly believes that there is an incompatibility of office between a County Commissioner and City Clerk, and reiterated that the issue has nothing to do with Mr. Sullivan personally. The State not only encourages collaboration between cities, townships, and counties, but has mandated that collaboration take place to be eligible for State funds such as revenue sharing. To dissolve a current cooperative relationship is contrary to the State's intentions. Additionally, there will be additional direct and indirect costs to the City if the relationship is dissolved.

Mayor Carlson noted that Council has a recommendation from its legal counsel, and that in the past, when the City has not followed its attorney's advice, that decision has cost the City. He believes that Council owes it to the residents of the City to follow through with additional research to protect the best interests of the City.

Assistant Attorney Graham confirmed that the legal costs related to this issue are shared between the City and the County.

Motion by Councilmember Gibson, second by Councilmember Stevens, to authorize the City attorneys to further research the two legal issues [identified during the meeting] and provide supplemental opinions on those issues.

Yeas: Gibson, Stevens, Perron, Cole, Gennett
Nays: Porter
Absent: None

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C. Extension of 2013 Power Line Trimming Contract

Electric Department Superintendent Don Swem presented the item and answered questions from Council. In the Spring of 2013, the power line trimming project was bid out and the bid awarded to Asplundh Tree Expert Company for an amount not-to-exceed \$120,000. The work is approximately two thirds complete; however, the contract expires 12/31/2013 and cost is nearing the approved limit. Staff proposes extending the contract through 2014 and adding \$50,000 to the current fiscal year budget to ensure completion of the work. Trimming drastically reduces outages and call-outs and should not be needed again for approximately five years. There is funding available in the Electric Department budget to complete this work. If the contract is extended, Asplundh has committed to hold prices and maintain the current crew in Charlevoix.

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

Motion by Councilmember Stevens, second by Councilmember Cole, that the 2013 power line trimming contract [with Asplundh Tree Expert Company] be extended through the year 2014 and that an additional \$50,000 be provided in the 2013-14 budget for power line trimming in the current fiscal year.

Yeas: Gibson, Stevens, Perron, Porter, Cole, Gennett
Nays: None
Absent: None

D. Consideration of Rate Changes for Recreation and Water

Recreation Director Amanda Wilkin and Water/Wastewater Treatment Plant Superintendent Teunis presented the item and answered questions from Council.

Recreation staff has carefully evaluated the comparable programs, the cost to the City, price segmentation for City residents, and the commitment to keep our programs and services affordable. Rate changes include a new weekend pavilion rate, a "wedding on public property" rate, increases to day camp fees, decreases to Northern Kids Club rates, a new weeknight winter recreation rate, and changes to the cross country, snowshoe, ski, and snowboard rental rates.

Water Department staff has contacted other entities that provide water testing. The City of Peloskey charges \$20 per sample, and the State charges \$16 per sample. Superintendent Teunis recommends increasing the water testing rate to \$20 per sample.

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

Action by Resolution.

E. Approval of Job Descriptions

City Manager Rob Straebel presented the item and answered questions from Council. The Farmers Market Assistant Manager is a new position which required the creation of a job description, whereas the Utility Billing Clerk's job description has been updated to more accurately reflect the position responsibilities and minimum qualifications.

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

Motion by Councilmember Cole, second by Stevens, to approve the Farmers Market Assistant Manager job description, as corrected, and the Utilities Billing Clerk job description as written.

Yeas: Gibson, Stevens, Perron, Porter, Cole, Gennett
Nays: None
Absent: None

F. Organizational Meeting

This meeting serves as the annual post-election organizational meeting, during which Council must appoint a Deputy Mayor and determine City Council's meeting schedule for the coming year.

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

Motion by Councilmember Stevens, second by Councilmember Gennett, to continue hold Council's regular bi-monthly meetings on the first and third Monday of each month at 7:00 p.m., except that when that day is a holiday to hold the meeting on the following day at the same time.

Yeas: Gibson, Stevens, Perron, Porter, Cole, Gennett
Nays: None
Absent: None

Motion by Councilmember Gibson, second by Councilmember Cole, to reappoint Councilmember Lyle Gennett as Deputy Mayor.

Yeas: Gibson, Stevens, Perron, Porter, Cole, Gennett
 Nays: None
 Absent: None

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VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action

None.

IX. Resolutions

A. Consideration of Rate Changes for Recreation and Water

Motion by Councilmember Stevens, second by Councilmember Perron, to adopt Resolution 2013-12-02 as follows:

RESOLUTION 2013-12-02

RESOLUTION TO REVISE AND ADOPT RATES & FEES ASSOCIATED WITH THE 2013-14 BUDGET

WHEREAS, the City of Charlevoix annually must adopt a balanced budget to comply with the City Charter; and

WHEREAS, the City of Charlevoix, in preparing the budget, assumes the adoption of rates for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and

WHEREAS, the City of Charlevoix defined all of charges and rates in the rate section of the 2013-14 budget; and

WHEREAS, the City of Charlevoix has determined that rate changes are necessary in the areas of water testing and Recreation user fees and rates

NOW, THEREFORE, IT IS RESOLVED that the City of Charlevoix adopts changes to the rates for the following areas: Utility rates and Recreation user fees and rates, as follows:

	Current		Proposed	
	Resident	Non	Resident	Non
RECREATION RATES				
Pavilions & Public Property				
Picnic Pavilion *weekday	30.00	50.00	no change ----->	
Picnic Pavilion *weekend or Holiday	30.00	50.00	50.00	75.00
Picnic Pavilion (Non Profit); Follow mission of Non-Profit	0.00	0.00	no change ----->	
Performance Pavilion (case by case basis)	50.00	100.00	no change ----->	
Use of public property (must be approved)	50.00	100.00	no change ----->	
Wedding on public property (must be approved)			150.00	250.00
Sports Fees				
Team Fees	125.00	125.00	no change ----->	
Youth Sport (per participant)	20.00	25.00	no change ----->	
Day Camp				
Camp McSauba	85.00	85.00	95.00	110.00
Northern Kids Club				
*mornings (Monday - Friday, inclusive)	20.00	20.00	15.00	15.00
*afternoons (Monday - Wednesday, inclusive)	30.00	30.00	25.00	25.00
*Friday afternoon	30.00	30.00	no change ----->	
Skate Park				
Skate Park daily pass	5.00	5.00	no change ----->	
Skate Park seven day punch card	25.00	25.00	no change ----->	
Mt. McSauba Winter Recreation				
*weeknight daily	13.00	18.00	10.00	15.00
*weekend daily	13.00	18.00	no change ----->	
Season Pass (1 person)	110.00	165.00	no change ----->	
Each additional family member add \$60				
Ski team pass			50.00	60.00
Daily Ice Rink fee	1.00	2.00	no change ----->	
Ice Skating season pass	10.00	15.00	no change ----->	
Rentals				
X Country or Snowshoes (8 hour)	8.00	8.00	5.00	8.00

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X Country or Snowshoes (24 hour)	12.00	12.00	10.00	no change
Downhill Skis or Snowboard (any age: daily rate)			10.00	12.00
Downhill Skis (adult)	12.00	15.00	eliminate	----->
Downhill Skis	10.00	12.00	eliminate	----->
Downhill Snowboard	20.00	24.00	eliminate	----->
Ice Skates	2.00	3.00	no change	----->
Lessons				
Group Ski or Snowboard (per person)	40.00	45.00	no change	----->
Individual Lesson 1/2 hour	25.00	30.00	no change	----->
Individual Lesson 1 hour	35.00	40.00	no change	----->
WATER RATES		Current		Proposed
Water Bacteriological Test		13.00		20.00

BE IT FURTHER RESOLVED that the City of Charlevoix adopts changes to the rates effective immediately: December 17, 2013.

RESOLVED, this 16th day of December, A.D. 2013.

Yeas: Gibson, Stevens, Perron, Porter, Cole, Gennett
Nays: None
Absent: None

X. **Ordinances**
None

XI. **Miscellaneous Business**
None

XII. **Audience - Non-agenda Input (written requests take precedent)**
None

XIII. **Adjourn**
The Mayor stated if there were no objections, the meeting would adjourn.
There were no objections.
Meeting adjourned at 8:39 p. m.

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Stephanie Brown

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Deputy City Clerk

Norman L. Carlson, Jr.

Mayor

	Accounts Payable – 12/04/2013	
DTE ENERGY	6,270.32	TOTAL 6,270.32

	Accounts Payable – 12/17/2013	
ACE HARDWARE	1,202.42	CITY OF CHARLEVOIX - UTILITIES 25,472.24
ALL-PHASE ELECTRIC SUPPLY CO.	1,354.69	CROOK, EDWIN 28.00
ARGETSINGER, NICHOLE	48.00	DeGROW, LYNN 52.00
ARROW UNIFORM-TAYLOR L.L.C.	1,040.54	DENBOER, MARK 4.00
ASPLUNDH TREE EXPERT CO	11,113.20	DeWILDT, DEAN 80.00
AT&T	4,700.30	DORNBOS SIGN INC. 230.47
AUTO VALUE	964.15	DUERR, JOHN 8.00
AVFUEL CORPORATION	25,030.23	DUNN, JANET 80.00
BIO-ONE INC.	452.00	EJ USA INC. 311.62
BRADFORD'S	45.50	ELLSWORTH FARMER'S EXCHANGE 770.20
CHAMPION CHARTER	2,080.00	EMERGENCY MEDICAL PRODUCTS INC 733.87
CHARLEVOIX AREA	775.00	EWING, JACK 76.00
CHARLEVOIX COUNTY FIRE	850.00	FAMILY FARM & HOME 92.52
CHARLEVOIX DISTRICT LIBRARY	22.50	FLECK, WILLIAM 48.00
CHARLEVOIX GLASS INC.	30.90	GEMPLER'S 158.90
CHARLEVOIX TOWNSHIP	15.23	GOVERNMENTAL PRODUCTS INC. 513.44
CINTAS CORPORATION	105.10	HACH COMPANY 344.20

HANSEN, STEVEN	16.00	OZIMKOWSKI, DENNIS	75.00
HASELHUHN, SILVIA	75.00	PALMETTO GBA LLC.	29.22
HEALTH DEPT OF NW MICHIGAN	220.00	PELLSTON A.R.F.F. INC.	250.00
INDEPENDENT DRAFTING SERVICES	3,840.00	PERFORMANCE ENGINEERS INC	2,951.50
J & B MEDICAL SUPPLY INC.	543.77	PHYSICIAN'S CLINIC OF CHARLEVOIX	146.00
JACKLIN STEEL SUPPLY CO	168.64	PHYSIO-CONTROL INC.	568.00
JEMS	44.00	POSA, JOHN	80.00
JOBA, ROBERT	12.00	POSTMASTER - CHARLEVOIX	4,200.00
KELLER, MYRL	12.00	POWER LINE SUPPLY	6,471.18
KEYS, WENDY	20.00	PRECISION DATA PRODUCTS	223.69
KOBET, KEITH	80.00	PREFERRED WASTE 2 LLC	425.00
KORNACKER, JAMIE	75.00	PRIEST, ELIZABETH	22.22
KSS ENTERPRISES	79.18	PRIMAK, JUDITH	8.00
KUHLMAN FLAGS & POLES	193.50	PURITY CYLINDER GASES INC	141.26
LAKESHORE TIRE & AUTO SERVICE	96.85	R B LYONS INC	2,730.00
LAKESIDE TOWING	1,600.00	RELIABLE OFFICE SUPPLIES	131.03
LAVOIE, RICHARD	14.00	RICHARDS, JUANITA	75.00
LENHART, STEVE	60.00	RTI LABORATORIES INC.	598.00
LERMA INC.	35.00	SCHMUCKAL OIL CO	138.47
MARTIN, RICHARD	4.00	SCHODDE, JOE	80.00
MARTIN, STAN	56.00	SEELEY'S PRINTING SERVICE	86.00
McGREGOR, DAVID	32.00	SPARTAN STORES LLC	40.04
MD SOLUTIONS	534.93	STATE OF MICHIGAN	315.00
MDC CONTRACTING LLC	64,111.11	STATE OF MICHIGAN	3,000.00
MI MUNICIPAL TREASURERS ASSOC	150.00	STEVENS, BRANDON	14.00
MICHIGAN DOWNTOWN ASSOCIATION	400.00	SUPERIOR MECHANICAL	240.00
MICHIGAN OFFICEWAYS INC	897.44	SWIDORSKI, RAYMOND	60.00
MICHIGAN RECREATION & PARK	418.00	T & R SERVICE INC	4,019.82
MICHIGAN WATER ENV ASSOC	60.00	TELE-RAD INC	111.98
MISS DIG SYSTEM INC	401.20	TERMINAL SUPPLY CO	138.93
MITCHELL GRAPHICS INC.	490.50	TRUCK & TRAILER SPECIALTIES	770.30
MITTAG, BARBARA	100.00	UNITED STATES GOLF ASSOC	110.00
NETSOURCE ONE INC.	144.00	VILLAGE GRAPHICS INC.	250.00
NORTH CENTRAL EMS COOPERATIVE	75.00	WARD BROTHERS BOATS INC	97.52
NORTHERN FIRE & SAFETY INC.	325.00	WHITLEY, ANDREW	14.00
NORTHERN MICHIGAN REVIEW INC.	528.82	WILBERT BURIAL VAULT CO	143.36
NORTHERN SAFETY CO INC	278.16	WINNELL, CHARLES	90.00
NORTHWEST DESIGN GROUP	258.50	WORK & PLAY SHOP	77.31
NORTHWEST MICHIGAN	55.00		
OLESON'S FOOD STORES	24.61	TOTAL	186,294.26

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Tax Disbursement - 12/17/2013

CHARLEVOIX COUNTY TREASURER	6.64	CHARLEVOIX PUBLIC SCHOOLS	969.22
CHARLEVOIX COUNTY TREASURER	55,527.00	CITY OF CHARLEVOIX - TAXES DUE	20,063.99
CHARLEVOIX DISTRICT LIBRARY	10,349.46	CITY OF CHARLEVOIX/DDA	116,325.79
CHARLEVOIX PUBLIC SCHOOLS	18,380.18	RECREATIONAL AUTHORITY	7,786.52
CHARLEVOIX PUBLIC SCHOOLS	1,991.73		
CHARLEVOIX PUBLIC SCHOOLS	94.12	TOTAL	231,494.65

ACH Payments - 12/02/2013 - 12/09/2013

MI PUBLIC POWER AGENCY	14,282.85	VANTAGEPOINT (457 ICMA Plan)	12,953.12
IRS (Payroll Tax Deposit)	36,015.66	MI PUBLIC POWER AGENCY	17,238.73
ALERUS FINANCIAL (HCSP)	380.00	STATE OF MI (Sales Tax)	18,194.11
STATE OF MI (Withholding Tax)	5,122.70		
VANTAGEPOINT (401 ICMA Plan)	728.06	TOTAL	104,915.23

PAYROLL: NET PAY

Pay Period Ending 11/30/2013 - Paid 12/06/2013

WELLER, LINDA JO	500.52	SPENCER, MICHAEL D.	92.35
IVAN, PAUL M.	519.97	BLANCHARD, SCOTT W.	400.08
DOAN, GERARD P.	443.88	FRYE, EDWARD J.	438.92
BRANDI, RICHARD M.	422.42	LOY, EVELYN R.	356.25
HANKINS, SCOTT A.	344.32	MORRISON, KEVIN P.	392.56
HEID, THOMAS J	264.22	NISWANDER, JOSEPH F.	374.56
WARNER, JANINE M.	184.70	WELLS JR., DONALD E.	379.56
SWEM, DONALD L.	152.66	JONES, TERRI L.	291.03
ELLIOTT, PATRICK M.	92.35	WILSON, RICHARD J.	310.57
STRAEBEL, ROBERT J.	92.35	HODGE MICHAEL J.	309.03

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WURST, RANDALL W.	262.14	MAYER, SHELLEY L.	1,697.83
MAYER, SHELLEY L.	256.50	HILLING, NICHOLAS A.	1,106.50
JOHNSON, STEVEN P.	170.45	MEIER III, CHARLES A.	1,707.44
BROWN, STEPHANIE C.	170.45	ZACHARIAS, STEVEN B.	1,581.54
KLOOSTER, ALIDA K.	85.23	NISWANDER, JOSEPH F.	1,257.63
EATON, BRAD A.	53.69	BLANCHARD, SCOTT W.	1,558.04
BRADLEY, KELLY R.	55.23	FRYE, EDWARD J.	960.28
HILLING, NICHOLAS A.	83.99	JONES, TERRI L.	1,109.79
WILSON, TIMOTHY J.	89.35	SWEM, DONALD L.	1,626.82
MEIER III, CHARLES A.	89.35	EATON, BRAD A.	1,773.97
JONES, ROBERT F.	85.23	WILSON, TIMOTHY J.	2,303.10
SHRIFT, PETER R.	310.57	LAVOIE, RICHARD L.	1,241.80
ROLOFF, ROBERT P.	334.03	STEVENS, BRANDON C.	1,091.91
SCHLAPPI, JAMES L.	235.04	WHITLEY, ANDREW T.	1,569.24
SCHWARTZFISHER, JOSEPH L.	235.04	ELLIOTT, PATRICK M.	1,583.33
UMULIS, MATTHEW T.	176.91	MORRISON, KEVIN P.	1,075.76
BRODIN, WILLIAM C.	83.99	HODGE, MICHAEL J.	1,303.85
CAMPBELL, GABRIEL M.	163.64	WELLS JR., DONALD E.	1,569.69
WELLER, LINDA JO	1,338.23	BRADLEY, KELLY R.	1,221.27
STRAEBEL, ROBERT J.	2,489.18	WILSON, RICHARD J.	1,304.70
BRANDI, RICHARD M.	1,795.76	JOHNSON, STEVEN P.	1,226.99
LOY, EVELYN R.	996.51	JONES, ROBERT F.	1,332.27
KLOOSTER, ALIDA K.	1,472.94	DORAN, JUSTIN J.	1,426.66
BROWN, STEPHANIE C.	1,150.18	BISHAW, JAMES H.	505.72
SPENCER, MICHAEL D.	1,711.07	TOWSLEY, CALVIN J.	470.61
SPENCLEY, PATRICIA L.	1,259.43	MANKER JR, DAVID W.	333.91
NASH, JENNIFER B.	761.99	MANKER SR, DAVID W.	548.55
PANOFF, ZACHARY R.	436.04	NEUMANN, DANA L.	258.38
MILLER, FAITH G.	382.33	BECKER, MICHAEL S.	398.34
PEARSON, BETHANY S.	1,229.03	COLE, STEVEN D.	429.80
ZIELINSKI, JOSEPH A.	1,582.00	MCGHEE, ROBERT R.	833.09
DOAN, GERARD P.	1,548.61	WILKIN, AMANDA J.	807.36
SHRIFT, PETER R.	1,091.94	BOSS JR, DALE E.	1,112.75
SCHLAPPI, JAMES L.	1,352.65	BOSS, JAMES W.	918.57
UMULIS, MATTHEW T.	1,500.26	BERTINELLI, DAVID P.	189.41
HANKINS, SCOTT A.	1,441.77	HOLM, ARTHUR R.	242.73
ORBAN, BARBARA K.	1,848.08	HEID, THOMAS J.	1,245.15
TRAEGER, JASON A.	1,579.95	CURTIS, DENNIS E.	365.01
WARNER, JANINE M.	1,069.21	WOODY, SCOTT R.	1,520.02
IVAN, PAUL M.	1,689.17	VANLOO, JOSEPH G.	674.73
SCHWARTZFISHER, JOSEPH L.	1,091.46	LUNDHOLM, ROBERT A.	685.20
ROLOFF, ROBERT P.	1,936.34	HAND, HEATHER K.	791.21
BRODIN, WILLIAM C.	1,572.31	TABER, HOLLY S.	674.60
RILEY, DENISE M.	379.12	CROFT, JAMES E.	384.40
TEUNIS, STEVEN L.	1,807.63	WYMAN, MATTHEW A.	302.48
WURST, RANDALL W.	1,778.55	TOTAL	93,917.30

DRAFT

**PAYROLL: TRANSMITTAL
12/06/2013**

AMERICAN FAMILY LIFE	158.34	COMMUNICATION WORKERS OF AMER	537.18
AMERICAN FAMILY LIFE	269.17	MI STATE DISBURSEMENT UNIT	674.57
BAY WINDS FEDERAL CREDIT UNION	50.00	NORTHWESTERN BANK	150.00
BAY WINDS FEDERAL CREDIT UNION	170.00	POLICE OFFICERS LABOR COUNCIL	372.00
CHAR EM UNITED WAY	76.54	PRIORITY HEALTH	893.29
CHARLEVOIX STATE BANK	1,016.16	TOTAL	4,367.25

Check Number	Payee	Amount
12/20/2013		
108323	AT&T MOBILITY	72.07
108324	CHARLEVOIX STATE BANK	4,417.83
108325	CHARTER COMMUNICATIONS	1,029.80
108326	DELTA DENTAL	4,514.90
108327	GREAT LAKES ENERGY	253.12
108328	PRIORITY HEALTH	44,570.78
108329	STANDARD INSURANCE CO	1,409.39
108330	VERIZON WIRELESS	56.72
108331	VISION SERVICE PLAN	517.80
Total 12/20/2013:		56,842.41
Grand Totals:		56,842.41

Summary of Check Registers & ACH Payments

FIRST MERIT BANK - CHECKS ISSUED

12/20/13 Special Accounts Payable Run	\$	56,842.41
12/20/13 Payroll	\$	81,346.48
12/20/13 Payroll Transmittal Checks	\$	3,966.49
01/03/14 Payroll	\$	87,513.55
01/03/14 Payroll Transmittal Checks	\$	5,089.49
01/07/14 Regular Accounts Payable	\$	170,981.77
Checks Sub-Total:		\$ 405,740.19

FIRST MERIT BANK - ACH PAYMENTS

12/16/13 MI Public Power Agency	\$	45,668.57
12/20/13 IRS (Payroll Tax Deposit)	\$	31,147.70
12/20/13 Alerus Financial (HCSP)	\$	380.00
12/20/13 State of MI (Withholding Tax)	\$	4,471.65
12/20/13 Vantagepoint (401 ICMA Plan)	\$	728.06
12/20/13 Vantagepoint (457 ICMA Plan)	\$	12,635.96
12/20/13 MERS (Defined Benefit Plan)	\$	26,819.78
12/23/13 MI Public Power Agency	\$	11,044.05
12/26/13 MI Public Power Agency	\$	277,837.39
12/30/13 MI Public Power Agency	\$	13,241.77
01/03/14 IRS (Payroll Tax Deposit)	\$	34,146.08
01/03/14 Alerus Financial (HCSP)	\$	380.00
01/03/14 State of MI (Withholding Tax)	\$	4,759.13
01/03/14 Vantagepoint (401 ICMA Plan)	\$	728.06
01/03/14 Vantagepoint (457 ICMA Plan)	\$	13,082.53
ACH Sub-Total:		\$ 477,070.73
First Merit Bank Total:		\$ 882,810.92

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

01/07/14 Tax Disbursement	\$	398,789.22
Charlevoix State Bank Total:		\$ 398,789.22
Grand Total:		\$ 1,281,600.14

APPROVED:

RS
CITY MANAGER

RB
CITY TREASURER

SP
DEPUTY CITY CLERK

Check Number	Payee	Amount
01/07/2014		
108369	ACCESS LOCKSMITHING INC	695.00
108370	AETNA	79.51
108371	AIRGAS USA LLC	1,881.68
108372	ALL-PHASE ELECTRIC SUPPLY CO.	101.98
108373	ALTEC INDUSTRIES INC	330.62
108374	AMERICAN WASTE INC.	2,149.00
108375	ANYBATTERY INC.	109.66
108376	APOLLO FIRE	625.00
108377	ARGUS/HAZCO	1,256.18
108378	ARINC INCORPORATED	240.00
108379	ASPLUNDH TREE EXPERT CO	2,222.64
108380	AT&T LONG DISTANCE	442.60
108381	AVFUEL CORPORATION	1,445.00
108382	BC/BS OF MI REFUNDS	83.07
108383	BELLEROC TIRE/GAYLORD	740.00
108384	BERGMANN MARINE	85.60
108385	BLARNEY CASTLE OIL CO	1,460.52
108386	BOB MATHERS FORD	48.80
108387	BOLLINGER	300.00
108388	BRANDI, RICHARD	41.00
108389	BREATHING AIR SYSTEMS	1,107.00
108390	CARQUEST OF CHARLEVOIX	997.26
108391	CENTRAL DRUG STORE	59.98
108392	CHARLEVOIX TOWNSHIP	16.21
108393	CHEMICAL SYSTEMS INC.	1,872.00
108394	CIG BENEFIT CONSULTING GROUP	210.19
108395	CITY OF CHARLEVOIX - MISC	273.81
108396	CITY OF CHARLEVOIX - UTILITIES	39,002.80
108397	CSI EMERGENCY APPARATUS LLC	67.22
108398	DCASSESSING SERVICES	4,291.92
108399	DOAN, GERARD	41.00
108400	DTE ENERGY	9,027.85
108401	ELLIOTT, PATRICK M.	41.00
108402	ELLSWORTH FARMER'S EXCHANGE	224.00
108403	EMERGENCY MEDICAL PRODUCTS I	369.92
108404	EVANS, HAL	41.00
108405	FASTENAL COMPANY	278.29
108406	FERGUSON & CHAMBERLAIN	1,340.00
108407	FISHER SCIENTIFIC	1,525.91
108408	FOX CHARLEVOIX	79.10
108409	FREIGHTLINER OF GRAND RAPIDS	313.45
108410	GARAGE DOOR SERVICES	270.00
108411	GEMPLER'S	283.80
108412	GORDON FOOD SERVICE	81.42
108413	GRAINGER	159.20
108414	GRAND TRAVERSE GARAGE DOOR	1,134.00
108415	GREAT LAKES AUTOMATIC DOOR IN	389.70
108416	GREAT LAKES PIPE & SUPPLY	612.29

Check Number	Payee	Amount
108417	GREY GABLES INN	861.25
108418	HACH COMPANY	5,482.82
108419	HAGUE EQUIP. CO. OF MICH. INC.	1,955.25
108420	HAND, HEATHER	41.00
108421	HANKINS, SCOTT	41.00
108422	HEID, THOMAS J.	41.00
108423	HOLIDAY COMPANIES	9,222.45
108424	HYDRO DESIGNS INC.	515.00
108425	IDEXX DISTRIBUTION INC.	1,168.77
108426	INDEPENDENT DRAFTING SERVICES	1,888.00
108427	ISLAND AIRWAYS	9.04
108428	IVAN, PAUL	41.00
108429	J & B MEDICAL SUPPLY INC.	392.19
108430	KMart	49.95
108431	KSS ENTERPRISES	180.07
108432	LAKESHORE TIRE & AUTO SERVICE	164.00
108433	LAKEVIEW MAINTENANCE INC.	1,023.00
108434	LANDSCAPE FORMS INC.	2,160.00
108435	LAVANWAY FARMS	1,585.00
108436	LAVOIE, RICHARD	14.00
108437	M A A E AIRPORTS DIVISION	70.00
108438	MATTER, DAWSON	117.02
108439	MDC CONTRACTING LLC	3,089.00
108440	MEIER III, CHARLES A.	60.36
108441	MICHIGAN APPRAISAL CO INC	2,750.00
108442	MICHIGAN MUNICIPAL LEAGUE	4,731.15
108443	MICHIGAN WATER ENV ASSOC	340.00
108444	MISS DIG SYSTEM INC	160.51
108445	NASH, JENNIFER	41.00
108446	NORTHERN CREDIT BUREAU	172.55
108447	NORTHERN FIRE & SAFETY INC.	26.00
108448	NORTHERN PUMP SERVICE INC.	1,839.70
108449	NORTHWEST DESIGN GROUP	336.50
108450	OMS COMPLIANCE SERV INC	78.75
108451	ORBAN, BARBARA	820.00
108452	OTSEGO CRANE & HOIST CO.	252.00
108453	PARASTAR INC.	1,078.57
108454	PEARSON, BETHANY	41.00
108455	HELPS, JEANNE	12.00
108456	PLUNKETT & COONEY	1,613.03
108457	PLYMKRAFT INC	2,480.00
108458	POLYDYNE INC	379.50
108459	POWER LINE SUPPLY	434.40
108460	PREIN & NEWHOF	24,269.79
108461	QUILL CORP	122.98
108462	SCHLAPPI, JAMES	28.00
108463	SCIENTIFIC BRAKE & EQUIP CO	4,184.24
108464	SECURITY SANITATION INC.	190.00
108465	SITZEMA, KYLE	34.51

Check Number	Payee	Amount
108466	SPENCER, MICHAEL	41.00
108467	STANDARD ELECTRIC CO	252.30
108468	STATE OF MICHIGAN	60.00
108469	STATE OF MICHIGAN	1,729.12
108470	STEVENS, BRANDON	14.00
108471	STRAEBEL, ROBERT J.	41.00
108472	SUPERIOR MECHANICAL	376.39
108473	SWEM, DONALD L.	41.00
108474	SWIDORSKI, RAYMOND	30.00
108475	SYN-TECH SYSTEMS INC.	433.00
108476	SYSCO GRAND RAPIDS	213.80
108477	T & R SERVICE INC	3,831.20
108478	TERMINAL SUPPLY CO	373.55
108479	TEUNIS, STEVEN	41.00
108480	TRAVERSE REPRODUCTION	70.44
108481	TRUCK & TRAILER SPECIALTIES	4,123.44
108482	VAN'S BUSINESS MACHINES	79.00
108483	WALGREENS #12508	1,455.00
108484	WELLER, LINDA	41.00
108485	WHITLEY, ANDREW	14.00
108486	WILKIN, AMANDA	41.00
108487	WOODY, SCOTT	41.00
108488	YOUNG GRAHAM	2,563.00
108489	ZIELINSKI, JOSEPH A.	41.00
Total 01/07/2014:		170,981.77
Grand Totals:		170,981.77

Check Number	Payee	Amount
12/16/2013		
121613001	MICHIGAN PUBLIC POWER AGENCY	45,668.57
Total 12/16/2013:		45,668.57
Grand Totals:		45,668.57

Check Number	Payee	Amount
12/23/2013		
122313001	MICHIGAN PUBLIC POWER AGENCY	11,044.05
Total 12/23/2013:		11,044.05
Grand Totals:		11,044.05

Check Number	Payee	Amount
12/26/2013		
122613001	MICHIGAN PUBLIC POWER AGENCY	277,837.39
Total 12/26/2013:		277,837.39
Grand Totals:		277,837.39

Check Number	Payee	Amount
12/30/2013		
123013001	MICHIGAN PUBLIC POWER AGENCY	13,241.77
Total 12/30/2013:		13,241.77
Grand Totals:		13,241.77

Check Number	Payee	Amount
01/07/2014		
2263	BELLOWS, WILLIAM & BONNIE	1,158.21
2264	CHARLEVOIX COUNTY TREASURER	213,457.21
2265	CHARLEVOIX COUNTY TREASURER	12.16
2266	CHARLEVOIX DISTRICT LIBRARY	78,082.88
2267	CHARLEVOIX PUBLIC SCHOOLS	11,251.13
2268	CHARLEVOIX PUBLIC SCHOOLS	3,342.65
2269	CHARLEVOIX PUBLIC SCHOOLS	158.20
2270	CHARLEVOIX PUBLIC SCHOOLS	1,627.61
2271	CITY OF CHARLEVOIX - TAXES DUE	66,909.57
2272	GUNNIN, JOHN	2,683.80
2273	HAGEN, AARON	829.35
2274	MALLET, STEVEN	16.66
2275	PAPIERNIK, THOMAS & KATHRYN	2,218.60
2276	PUTMAN, JODY	84.92
2277	RECREATIONAL AUTHORITY	13,895.34
2278	ROCHLIN, MORRIS	1,791.93
2279	SPRING, RICHARD	846.00
2280	WHITLEY, RAY	423.00
Total 01/07/2014:		398,789.22
Grand Totals:		398,789.22

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/14/2013	PC	12/20/2013	16789	WELLER, LINDA JO	101		1,338.23
12/14/2013	PC	12/20/2013	16790	STRAEBEL, ROBERT J.	102		2,184.66
12/14/2013	PC	12/20/2013	16791	BRANDI, RICHARD M.	110		1,795.75
12/14/2013	PC	12/20/2013	16792	LOY, EVELYN R.	117		996.51
12/14/2013	PC	12/20/2013	16793	KLOOSTER, ALIDA K.	121		1,333.16
12/14/2013	PC	12/20/2013	16794	BROWN, STEPHANIE C.	126		1,347.35
12/14/2013	PC	12/20/2013	16795	SPENCER, MICHAEL D.	132		1,514.20
12/14/2013	PC	12/20/2013	16796	SPENCLEY, PATRICIA L.	136		1,066.29
12/14/2013	PC	12/20/2013	16797	NASH, JENNIFER B.	138		863.83
12/14/2013	PC	12/20/2013	16798	PANOFF, ZACHARY R.	141		590.98
12/14/2013	PC	12/20/2013	16799	PEARSON, BETHANY S.	143		1,229.02
12/14/2013	PC	12/20/2013	16800	ZIELINSKI, JOSEPH A.	144		1,582.00
12/14/2013	PC	12/20/2013	16801	DOAN, GERARD P.	201		1,210.88
12/14/2013	PC	12/20/2013	16802	SHRIFT, PETER R.	203		1,151.53
12/14/2013	PC	12/20/2013	16803	SCHLAPPI, JAMES L.	204		1,293.09
12/14/2013	PC	12/20/2013	16804	UMULIS, MATTHEW T.	205		1,331.36
12/14/2013	PC	12/20/2013	16805	HANKINS, SCOTT A.	208		1,441.76
12/14/2013	PC	12/20/2013	16806	ORBAN, BARBARA K.	209		1,312.09
12/14/2013	PC	12/20/2013	16807	TRAEGER, JASON A.	210		1,246.16
12/14/2013	PC	12/20/2013	16808	WARNER, JANINE M.	213		919.52
12/14/2013	PC	12/20/2013	16809	IVAN, PAUL M.	301		1,689.17
12/14/2013	PC	12/20/2013	16810	SCHWARTZFISHER, JOS	303		1,075.85
12/14/2013	PC	12/20/2013	16811	ROLOFF, ROBERT P.	304		1,722.65
12/14/2013	PC	12/20/2013	16812	BRODIN, WILLIAM C.	305		1,293.67
12/14/2013	PC	12/20/2013	16813	RILEY, DENISE M.	306		381.05
12/14/2013	PC	12/20/2013	16814	TEUNIS, STEVEN L.	402		1,771.34
12/14/2013	PC	12/20/2013	16815	WURST, RANDALL W.	411		1,257.59
12/14/2013	PC	12/20/2013	16816	MAYER, SHELLEY L.	412		1,404.03
12/14/2013	PC	12/20/2013	16817	HILLING, NICHOLAS A.	413		1,372.16
12/14/2013	PC	12/20/2013	16818	MEIER III, CHARLES A.	421		1,919.87
12/14/2013	PC	12/20/2013	16819	ZACHARIAS, STEVEN B.	422		1,131.26
12/14/2013	PC	12/20/2013	16820	NISWANDER, JOSEPH F.	504		1,379.22
12/14/2013	PC	12/20/2013	16821	FRYE, EDWARD J.	508		960.28
12/14/2013	PC	12/20/2013	16822	JONES, TERRI L.	511		1,010.26
12/14/2013	PC	12/20/2013	16823	EATON, BRAD A.	515		1,698.59
12/14/2013	PC	12/20/2013	16824	WILSON, TIMOTHY J.	516		1,879.94
12/14/2013	PC	12/20/2013	16825	LAVOIE, RICHARD L.	519		1,247.76
12/14/2013	PC	12/20/2013	16826	STEVENS, BRANDON C.	521		1,170.27
12/14/2013	PC	12/20/2013	16827	ELLIOTT, PATRICK M.	600		1,583.34
12/14/2013	PC	12/20/2013	16828	WELLS JR., DONALD E.	609		1,233.44
12/14/2013	PC	12/20/2013	16829	BRADLEY, KELLY R.	614		1,226.19
12/14/2013	PC	12/20/2013	16830	WILSON, RICHARD J.	615		1,142.04
12/14/2013	PC	12/20/2013	16831	JONES, ROBERT F.	618		1,107.67
12/14/2013	PC	12/20/2013	16832	DORAN, JUSTIN J.	621		1,404.06
12/14/2013	PC	12/20/2013	16833	MCGHEE, ROBERT R.	663		533.32
12/14/2013	PC	12/20/2013	16834	WILKIN, AMANDA J.	700		820.52
12/14/2013	PC	12/20/2013	16835	BERTINELLI, DAVID P.	764		515.52
12/14/2013	PC	12/20/2013	16836	HEID, THOMAS J	802		1,245.15
12/14/2013	PC	12/20/2013	16837	STEIN, DONNA E.	830		14.35
12/14/2013	PC	12/20/2013	16838	WOODY, SCOTT R.	900		1,520.01
12/14/2013	PC	12/20/2013	16839	VANLOO, JOSEPH G.	902		622.96
12/14/2013	PC	12/20/2013	16840	LUNDHOLM, ROBERT A.	911		580.66
12/14/2013	PC	12/20/2013	16841	HAND, HEATHER K.	913		791.21
12/14/2013	PC	12/20/2013	16842	TABER, HOLLY S.	924		517.24
12/14/2013	PC	12/20/2013	16843	CROFT, JAMES E.	926		281.34
12/14/2013	PC	12/20/2013	16844	WYMAN, MATTHEW A.	927		690.68
12/14/2013	PC	12/20/2013	16845	RILEY, TIMOTHY C.	1045		115.97

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/14/2013	PC	12/20/2013	16846	RAMSEY, KYLE J.	1051		46.25
12/14/2013	PC	12/20/2013	16847	RILEY, CASEY W.	1052		34.63
12/14/2013	PC	12/20/2013	16848	THORMAN, MIKAYLA R.	1055		45.39
12/14/2013	PC	12/20/2013	16849	JONES, LARRY M.	1057		439.19
12/14/2013	PC	12/20/2013	16850	TRAVERS, MANUEL J.	1071		135.85
12/14/2013	PC	12/20/2013	16851	SILVA, JESSE L.	1073		15.85
12/14/2013	PC	12/20/2013	16852	RILEY, DANIEL A.	1079		858.68
12/14/2013	PC	12/20/2013	16853	WHITLEY, ADAM	1089		132.14
12/14/2013	PC	12/20/2013	16854	SCHOOF, WILLIAM R.	1094		491.63
12/14/2013	PC	12/20/2013	108296	MCDONNELL JR, JOHN	403		217.36
12/14/2013	PC	12/20/2013	108297	BLANCHARD, SCOTT W.	505		1,681.11
12/14/2013	PC	12/20/2013	108298	SWEM, DONALD L.	512		1,626.82
12/14/2013	PC	12/20/2013	108299	WHITLEY, ANDREW T.	522		1,226.95
12/14/2013	PC	12/20/2013	108300	MORRISON, KEVIN P.	601		1,062.31
12/14/2013	PC	12/20/2013	108301	HODGE, MICHAEL J.	606		1,099.22
12/14/2013	PC	12/20/2013	108302	JOHNSON, STEVEN P.	617		1,053.96
12/14/2013	PC	12/20/2013	108303	BOSS JR, DALE E.	701		1,112.75
12/14/2013	PC	12/20/2013	108304	BOSS, JAMES W.	719		918.57
12/14/2013	PC	12/20/2013	108305	HOLM, ARTHUR R.	791		936.11
12/14/2013	PC	12/20/2013	108306	STEVENS, JEFFREY W.	1028		196.14
12/14/2013	PC	12/20/2013	108307	ROLOFF, AUDREY M.	1037		770.89
12/14/2013	PC	12/20/2013	108308	MATTER, DAWSON K.	1038		581.26
12/14/2013	PC	12/20/2013	108309	MARSH JR., JAMES D.	1043		54.95
12/14/2013	PC	12/20/2013	108310	SCOTT JR., WINFIELD	1072		85.90
12/14/2013	PC	12/20/2013	108311	KITELEY, FISHER L.	1074		33.04
12/14/2013	PC	12/20/2013	108312	COLLINS, CHAD M.	1076		390.88
12/14/2013	PC	12/20/2013	108313	BERGMANN, DOUGLAS	1087		39.65
Grand Totals:			84				81,346.48

Report Criteria:

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

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/14/2013	12/20/2013	108314	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	158.34
12/14/2013	12/20/2013	108314	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	269.17
12/14/2013	12/20/2013	108315	BAY WINDS FEDERAL C	9023	Garnishment per 90th District Cou	50.00
12/14/2013	12/20/2013	108316	BAY WINDS FEDERAL C	9024	HSA-EMPLOYEE CONTRIB-BAY	170.00
12/14/2013	12/20/2013	108317	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 12/14/	76.54
12/14/2013	12/20/2013	108318	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,016.16
12/14/2013	12/20/2013	108319	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	537.18
12/14/2013	12/20/2013	108320	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	596.19
12/14/2013	12/20/2013	108321	NORTHWESTERN BANK	9018	HSA - EMPLOYEE CONTRIB - N	150.00
12/14/2013	12/20/2013	108322	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	942.91
Grand Totals:						10
						3,966.49

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/28/2013	PC	01/03/2014	16855	GIBSON, SHIRLEY J.	43		304.75
12/28/2013	PC	01/03/2014	16856	PORTER, JEFFREY L.	44		290.72
12/28/2013	PC	01/03/2014	16857	WELLER, LINDA JO	101		1,339.67
12/28/2013	PC	01/03/2014	16858	STRAEBEL, ROBERT J.	102		2,496.76
12/28/2013	PC	01/03/2014	16859	BRANDI, RICHARD M.	110		1,797.19
12/28/2013	PC	01/03/2014	16860	LOY, EVELYN R.	117		997.09
12/28/2013	PC	01/03/2014	16861	KLOOSTER, ALIDA K.	121		1,675.47
12/28/2013	PC	01/03/2014	16862	BROWN, STEPHANIE C.	126		1,376.00
12/28/2013	PC	01/03/2014	16863	SPENCER, MICHAEL D.	132		1,714.91
12/28/2013	PC	01/03/2014	16864	SPENCLEY, PATRICIA L.	136		1,077.77
12/28/2013	PC	01/03/2014	16865	NASH, JENNIFER B.	138		354.89
12/28/2013	PC	01/03/2014	16866	MILLER, FAITH G.	142		83.11
12/28/2013	PC	01/03/2014	16867	PEARSON, BETHANY S.	143		1,224.97
12/28/2013	PC	01/03/2014	16868	ZIELINSKI, JOSEPH A.	144		1,586.39
12/28/2013	PC	01/03/2014	16869	DOAN, GERARD P.	201		1,549.43
12/28/2013	PC	01/03/2014	16870	SHRIFT, PETER R.	203		1,093.96
12/28/2013	PC	01/03/2014	16871	SCHLAPPI, JAMES L.	204		1,275.11
12/28/2013	PC	01/03/2014	16872	UMULIS, MATTHEW T.	205		1,562.38
12/28/2013	PC	01/03/2014	16873	HANKINS, SCOTT A.	208		1,482.44
12/28/2013	PC	01/03/2014	16874	ORBAN, BARBARA K.	209		1,855.96
12/28/2013	PC	01/03/2014	16875	TRAEGER, JASON A.	210		1,660.46
12/28/2013	PC	01/03/2014	16876	WARNER, JANINE M.	213		1,070.82
12/28/2013	PC	01/03/2014	16877	IVAN, PAUL M.	301		1,774.47
12/28/2013	PC	01/03/2014	16878	SCHWARTZFISHER, JOS	303		1,421.42
12/28/2013	PC	01/03/2014	16879	ROLOFF, ROBERT P.	304		1,709.70
12/28/2013	PC	01/03/2014	16880	BRODIN, WILLIAM C.	305		1,326.91
12/28/2013	PC	01/03/2014	16881	RILEY, DENISE M.	306		334.98
12/28/2013	PC	01/03/2014	16882	TEUNIS, STEVEN L.	402		1,772.79
12/28/2013	PC	01/03/2014	16883	WURST, RANDALL W.	411		1,245.75
12/28/2013	PC	01/03/2014	16884	MAYER, SHELLEY L.	412		1,448.91
12/28/2013	PC	01/03/2014	16885	HILLING, NICHOLAS A.	413		1,109.76
12/28/2013	PC	01/03/2014	16886	MEIER III, CHARLES A.	421		1,588.63
12/28/2013	PC	01/03/2014	16887	ZACHARIAS, STEVEN B.	422		1,730.09
12/28/2013	PC	01/03/2014	16888	NISWANDER, JOSEPH F.	504		1,255.82
12/28/2013	PC	01/03/2014	16889	FRYE, EDWARD J.	508		936.79
12/28/2013	PC	01/03/2014	16890	JONES, TERRI L.	511		1,130.51
12/28/2013	PC	01/03/2014	16891	EATON, BRAD A.	515		1,700.03
12/28/2013	PC	01/03/2014	16892	WILSON, TIMOTHY J.	516		2,081.36
12/28/2013	PC	01/03/2014	16893	LAVOIE, RICHARD L.	519		1,209.48
12/28/2013	PC	01/03/2014	16894	STEVENS, BRANDON C.	521		1,126.66
12/28/2013	PC	01/03/2014	16895	ELLIOTT, PATRICK M.	600		1,587.16
12/28/2013	PC	01/03/2014	16896	WELLS JR., DONALD E.	609		1,636.69
12/28/2013	PC	01/03/2014	16897	BRADLEY, KELLY R.	614		1,352.66
12/28/2013	PC	01/03/2014	16898	WILSON, RICHARD J.	615		1,656.19
12/28/2013	PC	01/03/2014	16899	JONES, ROBERT F.	618		1,876.89
12/28/2013	PC	01/03/2014	16900	DORAN, JUSTIN J.	621		1,821.28
12/28/2013	PC	01/03/2014	16901	WILKIN, AMANDA J.	700		694.76
12/28/2013	PC	01/03/2014	16902	RAMSEY, MADISON L.	752		274.19
12/28/2013	PC	01/03/2014	16903	BERTINELLI, DAVID P.	764		442.10
12/28/2013	PC	01/03/2014	16904	ARNOLD, HAILEE M.	768		239.69
12/28/2013	PC	01/03/2014	16905	HEID, THOMAS J	802		1,248.98
12/28/2013	PC	01/03/2014	16906	STEIN, DONNA E.	830		75.14
12/28/2013	PC	01/03/2014	16907	WOODY, SCOTT R.	900		1,473.85
12/28/2013	PC	01/03/2014	16908	VANLOO, JOSEPH G.	902		476.81
12/28/2013	PC	01/03/2014	16909	LUNDHOLM, ROBERT A.	911		593.29
12/28/2013	PC	01/03/2014	16910	HAND, HEATHER K.	913		791.78
12/28/2013	PC	01/03/2014	16911	TABER, HOLLY S.	924		661.75

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/28/2013	PC	01/03/2014	16912	CROFT, JAMES E.	926		189.78
12/28/2013	PC	01/03/2014	16913	WYMAN, MATTHEW A.	927		644.67
12/28/2013	PC	01/03/2014	16914	RILEY, DANIEL A.	1079		22.11
12/28/2013	PC	01/03/2014	108332	CARLSON JR., NORMAN	37		2,006.87
12/28/2013	PC	01/03/2014	108333	PERRON, LEON R.	45		140.18
12/28/2013	PC	01/03/2014	108334	STEVENS, GREGORY L	47		558.72
12/28/2013	PC	01/03/2014	108335	COLE, SHANE	50		443.28
12/28/2013	PC	01/03/2014	108336	GENNETT, LYLE E.	51		533.01
12/28/2013	PC	01/03/2014	108337	VANMETER-SANDERSO	90		44.04
12/28/2013	PC	01/03/2014	108338	TIMMS, ROBERT N	92		46.17
12/28/2013	PC	01/03/2014	108339	STALEY, ARLENE L	94		46.17
12/28/2013	PC	01/03/2014	108340	BLANCHARD, SCOTT W.	505		1,590.39
12/28/2013	PC	01/03/2014	108341	SWEM, DONALD L.	512		1,628.63
12/28/2013	PC	01/03/2014	108342	WHITLEY, ANDREW T.	522		1,175.07
12/28/2013	PC	01/03/2014	108343	MORRISON, KEVIN P.	601		1,672.75
12/28/2013	PC	01/03/2014	108344	HODGE, MICHAEL J.	606		1,309.27
12/28/2013	PC	01/03/2014	108345	JOHNSON, STEVEN P.	617		1,779.87
12/28/2013	PC	01/03/2014	108346	BOSS JR, DALE E.	701		1,114.57
12/28/2013	PC	01/03/2014	108347	BOSS, JAMES W.	719		919.97
12/28/2013	PC	01/03/2014	108348	STEBE JR, JOHN M.	729		304.39
12/28/2013	PC	01/03/2014	108349	BOSS, SHERRY M.	730		302.57
12/28/2013	PC	01/03/2014	108350	STEBE, CATHERINE M.	765		232.58
12/28/2013	PC	01/03/2014	108351	STEVENS, RODNEY M.	766		257.69
12/28/2013	PC	01/03/2014	108352	HOLM, ARTHUR R.	791		681.10
12/28/2013	PC	01/03/2014	108353	STEVENS, JEFFREY W.	1028		99.83
12/28/2013	PC	01/03/2014	108354	ROLOFF, AUDREY M.	1037		92.35
Grand Totals:			83				87,513.55

Report Criteria:

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

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
12/28/2013	01/03/2014	108355	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	182.40
12/28/2013	01/03/2014	108355	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	269.17
12/28/2013	01/03/2014	108356	BAY WINDS FEDERAL C	9023	Garnishment per 90th District Cou	50.00
12/28/2013	01/03/2014	108357	BAY WINDS FEDERAL C	9024	HSA-EMPLOYEE CONTRIB-BAY	170.00
12/28/2013	01/03/2014	108358	BAY WINDS FEDERAL C	9025	HSA Wellness Incentive Contributi	100.00
12/28/2013	01/03/2014	108359	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 12/28/	134.54
12/28/2013	01/03/2014	108360	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,016.16
12/28/2013	01/03/2014	108361	CHARLEVOIX STATE BA	9021	HSA Wellness Incentive Contributi	350.00
12/28/2013	01/03/2014	108362	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	537.18
12/28/2013	01/03/2014	108363	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	596.19
12/28/2013	01/03/2014	108364	NORTHWESTERN BANK	9018	HSA - EMPLOYEE CONTRIB - N	150.00
12/28/2013	01/03/2014	108365	NORTHWESTERN BANK	9022	HSA Wellness Incentive Contributi	50.00
12/28/2013	01/03/2014	108366	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 1	382.00
12/28/2013	01/03/2014	108367	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	942.91
12/28/2013	01/03/2014	108368	TENHOUTEN RINGSTRO	9019	GARNISHMENT PER 90TH DIST	158.94
Grand Totals:		15				5,089.49

Check Issue Date	Check Number	Payee	Amount
122013001			
12/20/2013	12201300	**EFTPS* Payroll Taxes	7,712.26
12/20/2013	12201300	**EFTPS* Payroll Taxes	7,712.26
12/20/2013	12201300	**EFTPS* Payroll Taxes	1,803.68
12/20/2013	12201300	**EFTPS* Payroll Taxes	1,803.68
12/20/2013	12201300	**EFTPS* Payroll Taxes	12,115.82
Total 122013001:			
	5		31,147.70
122013002			
12/20/2013	12201300	Alerus Financial	380.00
Total 122013002:			
	1		380.00
122013003			
12/20/2013	12201300	STATE OF MICHIGAN	4,471.65
Total 122013003:			
	1		4,471.65
122013004			
12/20/2013	12201300	Vantagepoint - 401 Plan 109153	728.06
Total 122013004:			
	1		728.06
122013005			
12/20/2013	12201300	Vantagepoint - 457 Plan 300959	5,003.64
12/20/2013	12201300	Vantagepoint - 457 Plan 300959	1,745.79
12/20/2013	12201300	Vantagepoint - 457 Plan 300959	5,886.53
Total 122013005:			
	3		12,635.96
Grand Totals:			
	11		49,363.37

Check Number	Payee	Amount
12/20/2013		
122013006	MERS	26,819.78
Total 12/20/2013:		26,819.78
Grand Totals:		26,819.78

Check Issue Date	Check Number	Payee	Amount
10314001			
01/03/2014	10314001	**EFTPS* Payroll Taxes	8,329.29
01/03/2014	10314001	**EFTPS* Payroll Taxes	8,329.29
01/03/2014	10314001	**EFTPS* Payroll Taxes	1,948.00
01/03/2014	10314001	**EFTPS* Payroll Taxes	1,948.00
01/03/2014	10314001	**EFTPS* Payroll Taxes	13,591.50
Total 10314001:			
	5		34,146.08
10314002			
01/03/2014	10314002	Alerus Financial	380.00
Total 10314002:			
	1		380.00
10314003			
01/03/2014	10314003	STATE OF MICHIGAN	4,759.13
Total 10314003:			
	1		4,759.13
10314004			
01/03/2014	10314004	Vantagepoint - 401 Plan 109153	728.06
Total 10314004:			
	1		728.06
10314005			
01/03/2014	10314005	Vantagepoint - 457 Plan 300959	5,003.64
01/03/2014	10314005	Vantagepoint - 457 Plan 300959	1,760.35
01/03/2014	10314005	Vantagepoint - 457 Plan 300959	6,318.54
Total 10314005:			
	3		13,082.53
Grand Totals:			
	11		53,095.80

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Liquor License Application, 307 Bridge Street

DATE: January 6, 2014

PRESENTED BY: David L. Campbell on behalf of Eric and Dana Hodgson

ATTACHMENTS: Liquor License application from D&E Hodgson, Inc., dba "Quay Restaurant and Terrace Bar"

BACKGROUND INFORMATION:

In 2000, the Charlevoix city Council adopted Chapter 77, Liquor Licenses. This chapter outlines the application process for a new license, or for transfer of an existing license. A copy of the Hodgson's application is attached.

Council's evaluation of the liquor license transfer should consider the following factors:

1. Whether the applicant, or if a partnership or corporation any member of the partnership or corporation, has been denied a license in the past seven (7) years and the reasons for the denial.
2. Whether the application is complete and contains all of the information required by this ordinance.
3. Whether the application shows compliance with applicable city ordinances regarding off-street parking, lighting, refuse disposal facilities and landscaping/screening and, additionally, noise control.
4. The impact of the proposed license and associated business on the occupants and owners of adjoining properties.
5. Whether the proposed license and associated business will adversely affect traffic safety.
6. Accessibility to the sight from abutting roads.
7. The distance from public or private schools for minors.
8. Whether the business will cause noise which would so that public or private land will be adversely affected.

Requirements for license – new and/or transfer. Regardless of the City Council's evaluation of the above factors, no license shall be issued under the following conditions:

1. A person whose license, under this Ordinance, has been revoked for cause. **Not applicable.**
2. A person who, at the time of the application or renewal of any license issued hereunder, would not be eligible for such license upon a first application. **Not applicable.**
3. A person who does not own the premises for which a license is sought or does not have a lease therefor for the full period for which the license is issued, or to a person, corporation or co-partnership that does not have sufficient financial assets to carry on or maintain the business. **Not applicable: the Hodgson's have entered into a long-term (20 year) lease agreement with the owner, Celebrate Me Home.**
4. A person on whose premises there exists a violation of the applicable building, electrical, mechanical, plumbing or fire codes, applicable zoning regulations, applicable public health

regulations, or any other applicable city ordinance. **No known building, electrical, mechanical, plumbing or fire code violations or public health regulations.**

5. A person whose application proposes a use which would be in violation of any city zoning or police power ordinance, or state or federal law. **No known violations of City Zoning Code or police power ordinance, or state or federal laws.**
6. A person in situations where there are delinquent unpaid real estate taxes and/or personal property taxes relating to the real estate or business which has been used, is used or will be used in conjunction with the license.
7. A person where it is determined by a majority of the city council that the premises for which the license has been requested do not or will not within six (6) months after commencement of operations, have adequate off-street parking, lighting, refuse disposal facilities, screening, noise, or nuisance control or where a nuisance does or will exist. **Not applicable.**
8. A person whose licensing activity will expand or intensify a non-conforming use under the city zoning ordinance. **Not applicable.**

RECOMMENDATION:

Council must choose whether or not to hold a public hearing. There are two possible motions:

Motion to set a public hearing for Monday, January 20, 2014 at 7:00 p.m. for the purpose of considering a resolution to approve or disapprove a resolution for local government approval of a liquor license transfer.

OR

Motion to approve (or disapprove) Resolution 2014-01-xx, Local Government Approval.

CITY OF CHARLEVOIX
Liquor License Application

You MUST answer all questions and include all attachments or this application will be returned to you. Bring or mail this application to the City Clerk, City of Charlevoix, 210 State Street, Charlevoix, Michigan 49720.

This form is designed to conform to the Michigan Liquor Control Code of 1998 being Public Act 1998 No. 58 (MCL 436.1101, et seq), and the City of Charlevoix Liquor License Ordinance.

Approval of a new liquor license or the transfer of an existing license is not a determination that the applicant has complied with other ordinances or regulations.

I. APPLICANT INFORMATION (if more than one applicant, please attach separate sheet):

D&E HODGSON, INC.

Name of individual or business entity: d/b/a QUAY RESTAURANT AND TERRACE BAR

A. If the business entity is a partnership or a limited liability company provide the name of person or persons entitled to share in the profits of the partnership or limited liability company (attach separate sheets if needed):

B. If the business entity is a corporation, provide the names and addresses of the officers and directors of the corporation (attach separate sheets if needed):

ERIC J. HODGSON -President 50% Ownership
P.O. Box 237, 26235 Main St.
Beaver Island, MI 49782

DANA HODGSON -Secretary/Treasurer 50% Ownership
P.O. Box 237, 26235 Main St.
Beaver Island, MI 49782

NO BOARD OF DIRECTORS. ALL POWERS AND DUTIES OF BOARD HAVE
BEEN DELEGATED TO SHAREHOLDERS PURSUANT TO ARTICLES & BYLAWS.

If a majority interest in the stock of such corporation is held by one person or one person's nominee, please provide the name and address of such person:

RECEIVED

DEC 11 2013

City of Charlevoix

P:\steph\clerk\forms\liquor license app.docx

II. CITIZENSHIP

Provide proof of the citizenship of the applicant and all persons listed in Paragraph I, above. Attach copy of current passport OR attach copies of two forms of identification, such as Driver's License, State ID, or Social Security card.

If the applicant or any of the parties listed in Paragraph I above is/are a naturalized citizen of the United States, please provide the date(s) and place(s) of where citizenship was received.

N/A

III. ATTACHMENTS

All of the following attachments **MUST** be included. Label each attachment as shown.

- A. Character of the proposed business including a description of services to be provided to patrons and the manner in which intoxicating liquor will be sold. ✓
- B. The length of time the applicant has been in the business of selling intoxicating liquor, either in a retail business or in a tavern or restaurant establishment. ✓
- C. A statement including a map showing a location of the premises or place of business which is to be operated under the liquor license, including:
 - (i) Street address and, if applicable, post office box number; ✓
 - (ii) A legal description of the premises or place of business including the applicant's ownership interest in the premises and business, and the zoning district in which the premises or place of business is located; ✓
 - (iii) A statement as to whether the applicant will offer entertainment at the licensed premise or place of business, and a description of the kind(s) of entertainment to be offered. This statement must address whether any entertainment will include public nudity. If the applicant is a corporation, attach the corporation's Articles of Incorporation, state in which incorporated, and proof of the date such a corporation was approved by the incorporating state. ✓
- D. A copy of the building and site plan showing the entire structure and premises, specifically the areas within the building or structure where the license is to be utilized. Such site plan should demonstrate adequate off-street parking, lighting, refuse disposal facilities and plans, if any, for screening and noise control. A copy of a development plan which has previously been approved by the City is acceptable. *City entire bldg.*
- E. All copies of financial information and documents provided to the Michigan Liquor Control Commission regarding financial responsibility. ✓
- F. Please state whether the applicant has made an application for a similar liquor license on any premises other than the one described in this application and the disposition of that application. ✓

IV. CONVICTION AND DISQUALIFICATION

Applicant certifies that the applicant or the individuals named in Paragraph I of this application with applicant being a duly authorized disclosed agent of any corporation or partnership listed in this application certifies applicant and all listed individuals listed on this application have never been convicted of a felony and that applicant and other individuals listed in this application are not disqualified and have never been disqualified to receive a license by reason of any matter or thing contained in this ordinance or in the laws of the State of Michigan.

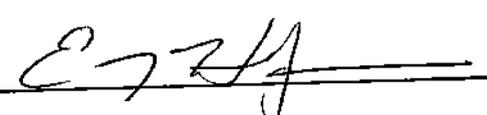
V. STATEMENT OF GOOD FAITH

Applicant certifies that applicant or the individuals named in Paragraph I of this application with applicant being a duly authorized disclosed agent of the corporation and/or partnership listed in this application states that applicant and all named individuals listed in Paragraph I will not violate any of the laws of the State of Michigan or the United States or any ordinances of the City of Charlevoix in the conduct of the business.

VI. AFFIDAVIT AND PERMISSION FOR CITY, COUNTY AND STATE OFFICIALS TO ENTER THE PROPERTY FOR INSPECTIONS:

I agree the statements made above are true, and if found not to be true, this application and any approval will be void. Further, I agree to comply with the conditions and regulations in the Michigan Liquor Control Code of 1998 and the Charlevoix City Code. Further, I agree to give permission for officials of the City of Charlevoix, Charlevoix County, and the State of Michigan to enter the property and any structures thereon where the licensed premises is located for purposes of inspection during normal business hours. Further, I understand that this is only a liquor license application and that such license conveys certain rights under the Charlevoix City Code and the Michigan Liquor Control Code, being Public Act 1998 No. 58, MCL 436.1101 et seq, and does not include any representation or conveyance of rights in any other statute, zoning under the City of Charlevoix's Code, or other property rights.

Finally, even if this liquor license is approved, I understand the City of Charlevoix Code and state statutes change from time to time. Therefore, I hereby acknowledge that any approval of this liquor license is subject to any change in the Charlevoix City Code or state statute as authorized by law.

Applicant's Signature:  Date: 11/22/13

For office use only

Reviewer's action: Total fee: \$ 100⁰⁰ Check # 1309 Date received: 12-12-13

This matter was: Approved / Denied by action of the City Council on _____

Signature: _____

Title: _____



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC use only)

Local Government Approval
 (Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new license application and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution, or provide a resolution, along with certification from the clerk, or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ City of Charlevoix _____ council/board
(regular or special) (township, city, village)
 called to order by _____ on _____ at _____
(date) (time)
 the following resolution was offered:
 Moved by _____ and supported by _____
 that the application from D&E HODGSON, INC. d/b/a QUAY RESTAURANT AND TERRACE BAR
(name of applicant)
 for the following license(s): Class C & SDM

to be located at 305 Bridge Street, Charlevoix, MI 49720
 and the following permit, if applied for:
 Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it recommends this application be considered for
(recommends/does not recommend)
 approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote
 Yeas: _____
 Nays: _____
 Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Charlevoix
(township, city, village)
 council/board at a _____ regular _____ meeting held on _____
(regular or special) (date)

Name and title of authorized clerk (please print): _____
 Signature of authorized clerk and date: _____
 Phone number and e-mail of authorized officer: _____

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Council Appointments
DATE: January 6, 2013 *SB*
PRESENTED BY: Stephanie Brown, Deputy City Clerk/Treasurer
ATTACHMENTS: None

BACKGROUND INFORMATION:

The following boards have vacancies at this time:

- Zoning Board of Appeals: Members Miller and Bryan are willing to continue to serve. Member Anderson is out of town most of the winter.
RECOMMENDATION:
 - Motion to reappoint Member Miller as a regular member of the Zoning Board of Appeals for a three year term, expiring December 31, 2016.
 - Motion to accept the resignation of Gary Anderson as a regular member of the Zoning Board of Appeals, and to appoint Mr. Anderson as an alternate member of the Zoning Board of Appeals for a three year term, expiring December 31, 2016.
 - Motion to appoint Greg Bryan as a regular member of the Zoning Board of Appeals to complete the term expiring December 31, 2015.
- Board of Review: Member VanMeter-Sanderson is willing to continue to serve. There are also two Councilmembers on this board; both terms expired 12/31/13.
RECOMMENDATION:
 - Motion to reappoint Member Vanmeter-Sanderson to the Board of Review for a three year term ending December 31, 2016.
 - Motion to reappoint (or appoint) Councilmembers _____ and _____ to the Board of Review for one year terms ending December 31, 2014.
- Deputy Clerk: Because the Deputy Clerk takes office under the authority of the Clerk, when a new Clerk takes office the deputy clerk position becomes vacant.
RECOMMENDATION:
 - If Mr. Sullivan takes office, discussion with a possible motion:
Motion to accept the Clerk's appointment of Stephanie Brown as Deputy Clerk.

City of Charlevoix Appointment List

CITY COUNCIL

Elected by the People – Two Year Terms – 8 Members

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Mayor Norman L. "Boogie" Carlson, Jr. (Lisa) 105 Eaton Avenue	O: 547-1938 H: 547-0152 C: 675-4561	11/2004	11/2014
Clerk Vacant			12/31/2013
First Ward Councilmember Jeffrey L. Porter (Nancy) 109 Prospect	O: 547-9516 H: 547-9616	05/2013	11/2015
First Ward Councilmember Mayor Pro Tem Lyle Gennett (Gayle) 217 Clinton St.	H: 547-5598 C: 675-5398	11/2006	11/2014
Second Ward Councilmember Leon Perron (Celeste) 507 W. Lincoln	O: 547-2122 H: 547-9739 C: 497-0270	11/2013	11/2015
Second Ward Councilmember Greg Stevens (Ginger) 200 Sheridan; PO Box 174	C: 330-1429	11/2006	11/2014
Third Ward Councilmember Shirley J. Gibson 209 E. Upright	H: 547-5463	05/2013	11/2015
Third Ward Councilmember Shane Cole (Chris) 504 May Street	H: 547-4991 C: 330-2620	11/2008	11/2014

City Attorney Jim Young 104 E. Forest Home; PO Box 398 Bellaire, MI 49615	H: 971-279-2700 C: 888-7700 F: 533-6225
Assistant City Attorney (to be contacted if City Attorney not available) Bryan Graham	O: 533-8635 F: 533-6225

APPOINTMENTS

Name & Title	Contact Information	Start of Term
City Manager, Rob Straebel	O: 547-3270	09/04/2007
City Treasurer, Rick Brandi	O: 547-3251	06/29/1987
Incoming City Treasurer, Joe Zielinski	O: 547-3251	10/15/2013
City Attorney, Jim Young	O: 547-3270	04/01/1989
Police Chief, Gerard Doan	O: 547-3258	01/16/2006
Fire Chief, Paul Ivan	O: 547-3279	03/17/2003

ZONING BOARD OF APPEALS

Council Appointment – Three Year Terms – 5 Members, 2 Alternates
(Appointments must be made within 30 days of expiration)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member Patricia Miller 121 Hampton Road	H: 547-5225 C: 437-0924	11/07/2011	12/31/2013
Member Greg Bryan (Alternate) 108 Belvedere Ave.	C: 499-7608	05/07/12	12/31/2013
Member Larry Sullivan (Alternate) 222 Sherman	H: 547-5415 C: 330-1547	11/06/2006	12/31/2014
Chair Greg Withrow 202 Elm Street	H: 547-5516	01/04/1993	12/31/2014
Member Ann Gomey 116 E. Hurlbut	H: 547-5315 O: 547-8234 C: 881-5495	03/19/2012	12/31/2014
Member Gary Anderson 1111 Beacon Street	H: 237-9307 C: 881-5124	09/18/2000	12/31/2015
Member Art Nash, Jr. 102 Auld Street	C: 517-290-3644	05/20/2013	12/31/2015

SHADE TREE COMMISSION

Mayoral Appointment – Three Year Term – 3 Members

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member Jessica Spencer 219 W. Hurlbut	H: 439-3375 C: 881-4873	05/20/2013	12/31/2013
Member John Campbell 309 E. Dixon PO Box 528	O: 547-4429 H: 547-2478 C: 330-3559	04/20/2009	12/31/2014
Chair Ken Polakowski 301 Mason	H: 547-6753	12/15/2003	12/31/2015

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

Mayoral Appointment – Four Year Term (or until successor is appointed) – 9 Members

Mayor is a member of the DDA (Two Year Term)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Mayor Norman L. "Boogie" Carlson, Jr. 105 Eaton Ave.	O: 547-1938 H: 547-0152 C: 675-4561	11/15/2004	11/2014
Member Kirby Dipert 12480 Country Club Drive	O: 547-4359 H: 547-7007	05/15/2006	04/2014
Member Luther Kurtz 8380 M-119 Harbor Spring, MI 49740	H: 526-6879 C: 622-2052	10/08/2013	04/2014
Member John Yaroch 203 Bridge Street	O: 547-9905 H: 547-4580 C: 675-2555	02/17/2003	04/2015
Chair Hugh Mason 300 Clinton Street	H: 547-5152	04/04/1982	04/2015
Member Fred DiMartino 04003 U.S. 31 South	H: 547-7511	11/20/1995	04/2016
Vice Chair Jeannine Wallace 103 Grant Street	H: 547-2342	04/12/1992	04/2016
Member Dan Barron 309 Petoskey Ave; PO Box 309	O: 547-9950 H: 547-4124 F: 547-2977	08/02/1993	04/2017
Member Todd Wyatt 808 E. Dixon	C: 248-770-8484	10/03/2011	04/2017

DISTRICT LIBRARY BOARD

Mayoral Appointment – Three Year Term – One City Representative

Rick Brandt 1008 St. James Place	O: 547-3251	06/30/2004	06/30/2016
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BIG ROCK POINT CITIZENS' ADVISORY BOARD

Council Appointment

Greg Stevens 200 Sheridan; PO Box 174	C: 330-1429	12/21/2009
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PLANNING COMMISSION

Mayoral Appointment – Three Year Term – 9 Members

(Terms expire the first Monday in April, or when a successor is appointed)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member Vacancy			04/2014
Member R.J. Waddell 303 Antrim St.	H: 547-2462 C: 881-4445	05/06/2013	04/2014
Member Toni Felter 116 E. Hurlbut	H: 547-5315	11/07/2008	04/2014
Member Keith Sherwood 124 Belvedere Avenue	H: 437-3100	10/07/2013	04/2015
Member David Novotny 627 Petoskey Avenue	H: 675-9879	10/07/2013	04/2015
Member Judy Clock 207 E. Dixon	H: 547-9627	11/17/2008	04/2015
Member John Elzinga 202 May Street	H: 547-4183	08/15/2011	04/2016
Member Sherm Chamberlain 210 E. Lincoln	O: 547-6882 H: 547-7046	03/07/2011	04/2016
Chair John Hess 326 Meech Street	H: 547-4245 O: 547-7220	03/01/2004	04/2016

CHARLEVOIX COMMUNITY POOL RECREATION AUTHORITY

Mayoral Appointment – 3 Members: One Councilmember, Two City Residents

Councilmember Lyle Gennett 217 Clinton St.	H: 547-5598 C: 675-5398
Member Dave Garland 201 E. Dixon	H: 547-6707
Member Bruce Herbert 406 Michigan Avenue	H: 237-0169

BOARD OF REVIEW

Council Appointment – 5 Members Total:

3 Members – Three Year Term

2 Councilmembers – One Year Term

(Must take oath within 10 days of appointment, per State Law)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Councilmember Greg Stevens 200 Sheridan	C: 330-1429	02/07/2011	12/31/2013
Councilmember Lyle Gennett 217 Clinton Street	H: 547-5598 C: 675-5398	05/20/2013	12/31/2013
Member Kimberly VanMeter-Sanderson 1003 State Street	H: 547-1839 C: 373-0794	12/15/2008	12/31/2013
Member Arlene Staley 401 Antrim Street	H: 547-2985	07/06/2004	12/31/2014
Chair Bob Timms 303 Clinton Street	H: 547-2918	11/19/2007	12/31/2015

HOUSING COMMISSION

Mayoral Appointment – Five Year Term – 5 Members

(Terms expire the third Monday in April)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member Mary Lee Campbell 309 E. Dixon Ave.	H: 547-2478	11/04/1999	04/2014
Member Jim Jinsky 106 Eaton Avenue	H: 547-4195	04/20/2009	04/2015
Member Lillian Left 407 Prospect Street	H: 547-5412	03/16/1998	04/2016
Member Joan Buday 104 St. Mary's Drive	H: 547-2474	09/04/2007	04/2017
Member Joni Olach 210 W. Garfield, #208	H: 622-2765	03/19/2012	04/2018

Director Rob Harrison 210 W. Garfield	O: 547-5451
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COMPENSATION COMMISSION

Mayoral Appointment – Five Year Term – 5 Members

(Appointments to be made before October the year of Appointment)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member Dale Meredith 103 Eaton Court	H: 547-4705	07/17/2006	12/31/2013
Member John Kurtz 712 E. Dixon	H: 547-2418 F: 547-1840	02/05/2007	12/31/2014
Member Ken Staley 401 Antrim Street	H: 547-2985	08/04/2003	12/31/2015
Chair John Campbell PO Box 528	O: 547-4429 H: 547-2478	11/16/1998	12/31/2016
Member Conrad "Bud" Klooster, Jr. 1010 St. James Place	H: 547-9884 C: 620-5536	0107/2008	12/31/2017

HISTORIC DISTRICT COMMISSION

Established 05/15/2006

Mayoral Recommendation/Council Approval – Three Year Term – 7 Members

One member must be an architect, per Ordinance 706 of 2005 and 711 of 2006.

(Appointments to be made before October the year of Appointment)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member John Campbell 309 E. Dixon PO Box 528	O: 547-4429 H: 547-2478	06/05/2006	06/2014
Member Larry Sullivan 222 Sherman Street	C: 330-1547 H: 547-5415	06/05/2006	06/2014
Member Jeannine Wallace 103 Grant Street	H: 547-2342	06/05/2006	06/2014
Member Ken Polakowski 301 Mason	H: 547-6753	10/01/2012	06/2015
Member Mary Adams 429 Michigan Avenue	H: 547-0348 O: 237-9773	06/05/2006	06/2015
Member Linda Mason 604 Park Ave; PO Box 582	O: 547-9953	06/05/2006	06/2016
Architect Member Hans Weimer 514 Michigan Avenue	H: 547-4278	06/05/2006	06/2016

RECREATION ADVISORY COMMITTEE

Established 12/06/2010

Mayoral Recommendation/Council Approval:

Three Year Term – 4 Adult Members (City Residents)

Three Year Term – 1 Adult Member (Township)

One Year Term – 1 Student (non-voting) Member

(Limit to two terms)

Member's Name & Title	Contact Information	Start of First Term	Term Expires
Member Brandon Stevens 1107 Charlo	C: 330-2616	05/07/2012	12/05/2012
Member Amy Putman 07103 Lake St.	H: 547-1396	05/02/2011	12/05/2013
Member Matt Peterson 210 W. Hurbut Ave.	H: 547-3407 C: 675-1746	04/18/2011	12/05/2013
Township Member Dean Davenport 13535 Matthews Lane 712 Cypress Big Rapids, MI 49307	H: 547-6433 O: 237-9773	04/18/2011	12/05/2013
Student Member VACANCY			12/05/2013
Member Jennifer Vollmer 405 W. Lincoln Avenue	H: 237-9493	10/07/2013	12/05/2014

The following are Standing Committees; there are no specific terms and members are not sworn.

CEMETERY GRAVE MAPPING AD HOC COMMITTEE

Mayor Norman L. "Boogie" Carlson, Jr.

O: 547-1938

H: 547-0152

C: 675-4561

City Manager Rob Straebel

O: 547-3270

Pat Elliott, DPW Superintendent

O: 547-3276

Gabe Campbell

504 Newman

H: 547-9739

C. Marilyn Gibbons

210 W. Garfield

H: 547-1059

Sherm Chamberlain

210 E. Lincoln

H: 547-7046

O: 547-6882

Mary Adams

429 Michigan Avenue

H: 547-0348

O: 237-9773

John Campbell

PO Box 528

309 E. Dixon

H: 547-2478

O: 547-4429

Cynthia Garland

201 E. Dixon

H: 547-6707

AIRPORT ADVISORY COMMITTEE

Established May 3, 2010
Mayor Norman L. "Boogie" Carlson, Jr.
105 Eaton Ave.
O: 547-1938
C: 675-4561
H: 547-0152

Councilmember Lyle Gennett
217 Clinton Street
H: 547-5598
C: 675-5398

Councilmember Shirley Gibson
209 E. Upright
H: 547-5463

City Manager Rob Straebel
210 State Street
O: 547-3270

Don Seelye
1217 State Street
H: 547-2393

Airport Manager Scott Woody
210 State Street
O: 547-3270

Community Economic Development Director
Bethany Pearson
210 State Street
O: 547-3257

GREEN TEAM AD HOC COMMITTEE

Established 01/03/2011
Roger Knutson
408 Burns Street
547-1209

Rob Straebel, City Manager
210 State Street
547-3270

Mike Spencer, City Planner
210 State Street
547-3265

Hal Evans, Harbormaster
210 State Street
547-3272

Tom Heid, Golf Director
210 State Street
547-3269

VACANCY

LIGHTING AD HOC COMMITTEE

Don Swem
Electric Superintendent
210 State Street
O: 547-3278

Mike Spencer, City Planner
210 State St
O: 547-3265

Kathy Reid
1032 May Street
Charlevoix, MI 49720
H: 547-6657

Gwen Kramer
LEXALITE INTERNATIONAL
P. O. Box 498
Charlevoix, MI 49720
O: 547-6584

Tom Barnes
LEXALITE INTERNATIONAL
P. O. Box 498
Charlevoix, MI 49720
O: 547-6584

STANDING HISTORIC DISTRICT STUDY COMMITTEE

Established 01/17/2005

Ken Polakowski
301 Mason
H: 547-6753

John Campbell
P.O. Box 528
O: 547-4429
H: 547-2478

Jeannine Wallace
103 Grant Street
H: 547-2342

Bob Heath
210 East Hurlbut Avenue
H: 437-3255

Mary Adams
429 Michigan Avenue
H: 547-0348
O: 237-9773

Amy Lalewicz
1006 St. James Place
H: 547-0474

Hugh Mason
300 Clinton St.
H: 547-5152

Paul Weston
110 Burns
H: 547-6603

Linda Mason
PO BOX 582
604 Park Avenue
O: 547-9953

Mike Spencer, City Planner
City of Charlevoix
210 State Street
O: 547-3265

PUBLIC SAFETY DEPARTMENT CONSOLIDATION AD HOC COMMITTEE

Established 11/18/2013

Councilmember Shane Cole
504 May Street
C: 330-2620
H: 547-4991

Councilmember Lyle Gennett
217 Clinton Street
H: 547-5598
C: 675-5398

Councilmember Shirley Gibson
209 E. Upright
H: 547-5463

Councilmember Jeff Porter
109 Prospect Street
O: 547-9516
H: 547-9616

Rob Straebel, City Manager
City of Charlevoix
210 State Street
O: 547-3270

Rick Brandi, City Treasurer
City of Charlevoix
210 State Street
O: 547-3251

Joe Zielinski, City Treasurer
City of Charlevoix
210 State Street
O: 547-3251

Gerard Doan, Police Chief
City of Charlevoix
210 State Street
O: 547-3258

Paul Ivan, Fire/EMS Chief
City of Charlevoix
210 State Street
O: 547-3251

Jennifer Nash, Human Resources Assistant
City of Charlevoix
210 State Street
O: 547-3254

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Mayoral Appointments

DATE: January 6, 2013

PRESENTED BY: Stephanie Brown, Deputy City Clerk/Treasurer 

ATTACHMENTS: None

BACKGROUND INFORMATION:

The following boards have vacancies at this time:

- Shade Tree Commission: Member Spencer is willing to continue to serve.
RECOMMENDATION:
 - Motion to reappoint Member Spencer to the Shade Tree Commission for a three year term ending December 31, 2016.

- Compensation Commission: Member Meredith is willing to continue to serve.
RECOMMENDATION:
 - Motion to reappoint Member Meredith to the Compensation Commission for a five year term ending December 31, 2018.

- Planning Commission: vacancy
RECOMMENDATION:
 - Discussion of possible candidate(s) to fill this position.

- Recreation Advisory Board: Members Stevens, Putman, Peterson, and Davenport are willing to continue to serve. Members' terms expiration dates need to be clarified.
RECOMMENDATION:
 - Motion to reappoint Member Stevens to the Recreation Advisory Board for a three year term ending December 31, 2015. (Current term expired 12/31/12.)
 - Motion to reappoint Member Putman to the Recreation Advisory Board for a two year term ending December 31, 2015.
 - Motion to reappoint Member Peterson to the Recreation Advisory Board for a three year term ending December 31, 2016.
 - Motion to reappoint Member Davenport to the Recreation Advisory Board as the township representative for a three year term ending December 31, 2016.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Budget Amendment #1 for 2013-14

DATE: January 6, 2014

PRESENTED BY: Joe Zielinski, City Treasurer

ATTACHMENTS: Budget Amendment Ordinance

BACKGROUND INFORMATION:

The proposed budget amendment will keep the City's budget process in compliance with Public Act 202 and update the estimated year end budget for 2013-14 to our best estimate. A copy of the public notice is attached.

RECOMMENDATION:

City Council needs to introduce and set the public hearing for the 2013-14 Budget Amendment Ordinance. The public hearing date would be February 17, 2014 at 7 p.m. in the City Council Chambers, 210 State Street, Charlevoix.

PUBLIC NOTICE

The City Council of the City of Charlevoix will hold a Public Hearing on the Proposed 2013-2014 Fiscal Year Budget Amendment #1 on Monday February 17, 2014 at 7:00 p.m. at City Hall, 210 State Street, Charlevoix, Michigan. The following Budget Amendment #1 is proposed for the fiscal year April 1, 2013 to March 31, 2014:

		Original Budget	Amended Budget	Net Change
General Fund				
	EX Legislative	47,600	46,984	(616)
	EX General Government	538,800	574,798	35,998
	EX Public Safety	1,189,200	1,169,863	(19,337)
	EX Public Works	237,600	232,011	(5,589)
	EX Health & Welfare	392,500	407,865	15,365
	EX Recreation & Culture	917,300	905,286	(12,014)
	EX Other	56,200	18,076	(38,124)
	EX Fund Transfers	45,000	50,000	5,000
	Total Change in Expenses - General Fund:	3,424,200	3,404,881	(19,319)
Local Street Fund	EX Total	492,400	506,742	14,342
DDA Fund	EX Total	746,600	753,468	6,868
PI#5 - Sewer Capital Fund - North Side/South Side	RV Total	4,400	57	(4,343)
PI#6 - Infrastructure Improvements Fund	EX Total	431,100	503,495	72,395
PI#12 - Mt. McSauba Recreation Improvement Fund	RV Total	16,500	5,878	(10,622)
Airport Fund	RV Total	1,902,900	1,443,915	(458,985)
Sewer Fund	RV Total	1,346,500	1,329,984	(16,516)
	EX Total	1,485,000	1,569,168	84,168
Water Fund	RV Total	1,035,900	989,370	(46,530)
Marina Fund	EX Total	1,329,700	1,353,964	24,264
Employee Fringe Benefit Fund	RV Total	2,260,600	2,251,307	(9,293)
DPW Site Fund	RV Total	178,000	177,300	(700)

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: 2014-15 Budget Ordinance

DATE: January 6, 2014

PRESENTED BY: Joe Zielinski, City Treasurer

ATTACHMENTS: Budget Ordinance

BACKGROUND INFORMATION:

City Council needs to have a public hearing for the 2014-15 Budget, which also sets the millage rates to support the budget. The public hearing also takes the place of a truth in taxation hearing required to levy the tax millage each year. The budget needs to be in place prior to the start of our new fiscal year beginning on April 1, 2014. An ordinance takes 30 days to take effect following passage by City Council.

RECOMMENDATION:

The City Council needs to introduce and set the Budget Public Hearing for 7 p.m. on February 17, 2014 in the City Hall Council Chambers, 210 State Street, Charlevoix. (The public notice and proposed Budget Ordinance are attached.)

Note that the Budget Work Session is scheduled for January 13th at 5:30 p.m. in the Council Chambers.

CITY OF CHARLEVOIX, MICHIGAN
 2014-2015 Proposed Budget
 REVENUE AND EXPENSE SUMMARY - ALL FUNDS
 December 30, 2013

Must update from all funds

REVENUES	GENERAL FUND	MAJOR STREET	LOCAL STREET	AIRPORT	ELECTRIC	SEWER	WATER	MARINA	DDA	GEMETERY TRUST	TOTAL	2013-14
Taxes	\$2,251,100								\$413,200		\$2,664,300	\$2,942,500
Licenses & Permits	4,200										4,200	3,900
State & Federal Grants	510,500		61,700						5,500		1,208,000	975,100
Charges for Services	730,400	630,300		1,357,800	6,523,700	1,464,000	914,300	399,000		5,000	11,394,200	10,945,800
Fines & Forfeits	24,200				43,700	7,200	6,000				81,100	82,400
Interest & Rents	122,100			49,500	20,200	2,100	1,300	100	43,200	1,000	239,500	228,800
Other	16,200			700	32,300	3,505,000	5,000		46,300		3,607,500	30,700
Fund Transfers	59,000	188,000	92,000	10,700	53,500	377,400	142,400	325,000			1,247,000	1,060,800
Appropriation-Surplus	89,800	19,200	22,000	285,900	1,240,800		236,600	842,600		4,000	2,539,900	2,803,500
TOTAL REVENUES:	\$3,807,500	\$837,500	\$175,700	\$1,704,500	\$7,914,200	\$5,355,700	\$1,305,600	\$1,366,700	\$508,200	\$10,000	\$22,985,700	\$19,074,600

EXPENDITURES	LEGISLATIVE	GENERAL GOVERNMENT	PUBLIC SAFETY	PUBLIC WORKS	HEALTH & WELFARE	RECREATION & CULTURE	CAPITAL OUTLAY	DEBT SERVICE	ELECTRIC	SEWER	WATER	MARINA	DDA	GEMETERY TRUST	TOTAL	2013-14
Legislative	\$43,700														\$43,700	\$47,600
General Government	599,000														599,000	538,800
Public Safety	1,173,300														1,173,300	1,189,200
Public Works	230,100	219,900	123,700	1,343,200					167,700	10,000					2,094,600	2,444,900
Health & Welfare	405,900														405,900	392,500
Recreation & Culture	1,269,500	617,600	52,000			472,600	3,694,300				142,400	269,400			1,538,900	1,166,700
Capital Outlay				31,400								435,300			4,976,900	1,469,400
Debt Service									6,793,000	1,060,000					6,793,000	6,672,800
Electric											939,600				1,080,000	1,075,000
Sewer												3,500			939,600	911,200
Water													325,000		589,000	685,200
Fund Transfers	50,700			50,000							223,600				35,300	56,200
Other	35,300											657,500			1,904,100	1,656,700
Depreciation																
TOTAL EXPENSES:	\$3,807,500	\$837,500	\$175,700	\$1,704,500	\$7,914,200	\$5,008,500	\$1,305,600	\$1,366,700	\$492,700	\$10,000	\$22,623,000	\$19,074,600				

**CITY OF CHARLEVOIX
ORDINANCE NO.
BUDGET APPROPRIATION ACT**

THE CITY OF CHARLEVOIX ORDAINS:

WHEREAS, The City Council of the City of Charlevoix did give notice of the time and place when a public hearing would be held in conformity with provisions of Section 7.8, Article VII of the City Charter, which Public Hearing was duly held pursuant to said notice and in conformity therewith;

THEREFORE, BE IT RESOLVED, That the revenues and expenditures for the fiscal year commencing on April 1, 2014 and ending March 31, 2015 are hereby appropriated on a fund level basis (a detailed breakdown by activity level can be found in the Budget Details document) as summarized by the following:

GENERAL FUND

REVENUE:

TOTAL REVENUES:	\$3,807,500 =====
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EXPENSE:

TOTAL EXPENSE:	\$3,807,500 =====
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BE IT FURTHER RESOLVED, That the City Council of the City of Charlevoix does hereby levy a tax of 11.1093 mills (9.05 mills operating and 2.0593 mills infrastructure) for the period of April 1, 2014 through March 31, 2015 on all real and eligible personal property in the City of Charlevoix according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Charlevoix and for infrastructure improvements, and is levied pursuant to Section 8.1, Article VIII of the City Charter; and

BE IT FURTHER RESOLVED, That the City Council does hereby levy a tax not to exceed 1.3631 mills for the period April 1, 2014 through March 31, 2015 on all real and eligible personal property in the Downtown Development District, according to the valuation of the same within the district; and

BE IT FURTHER RESOLVED, That the City Council does hereby levy a tax not to exceed 1 mill for the period April 1, 2013 through March 31, 2014 on all real and eligible personal property in the City of Charlevoix, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of rubbish collection and other related services provided citizens allowed by the act, and is levied pursuant to Michigan Public Act 213 of 1969; and

BE IT FURTHER RESOLVED, That the City Council does hereby approve the following budgets for the period April 1, 2014 through March 31, 2015 in the amounts set forth below by fund:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENSE</u>
Major Street Fund	\$837,500	\$ 837,500
Local Street Fund	175,700	175,700
Electric Fund	7,914,200	7,914,200
Sewer Fund	5,355,700	5,008,500
Water Fund	1,305,600	1,305,600
Marina Fund	1,366,700	1,366,700
Airport Fund	1,704,600	1,704,600
Downtown Development Auth	508,200	492,700
Employee Fringe Benefit	2,132,500	2,116,200
Motor Vehicle Fund	948,400	948,400
Perpetual Care Trust Fund	10,000	10,000
Fire/Ambulance Fund	140,000	140,000
Sewer Tap-in Fund*	235,000	235,000
Northside/Southside Sewer Fund*	100	0
Infrastructure Improvement	457,500	434,000
Road Improvements	248,150	216,000
Public Works Site Fund	182,600	12,000
Industrial Park Fund	5,000	5,000
Mt. McSauba Recreation Fund	5,700	0

* These funds are part of the Sewer Fund.

Ordinance # was adopted by the Charlevoix City Council at a regular meeting held on February 17, 2014 with the following yea and nay vote:

YEAS: Council members

NAYS:

State of Michigan)
) ss
City of Charlevoix)

Larry Sullivan, City Clerk

Norman L. Carlson Jr., Mayor

I hereby certify that Ordinance # was adopted by the City Council of the City of Charlevoix on February 17, 2014 and was published in the Charlevoix Courier on

Larry Sullivan, City Clerk