



Village of Elk Rapids

315 Bridge Street
P.O. Box 398
Elk Rapids, MI 49629-0398

Phone: 231-264-9274
Fax: 231-264-6676
elkrapids.org

AGENDA

**ELK RAPIDS REGULAR VILLAGE COUNCIL MEETING
MONDAY DECEMBER 5, 2022, 7:00 PM
GOVERNMENT CENTER, 315 BRIDGE STREET, ELK RAPIDS, MI 49629**

COUNCIL MEETS THE FIRST AND THIRD MONDAYS, EXCEPT ON HOLIDAYS

NOTE: COUNCIL NEEDS AFFIRMATIVE 2/3 VOTE OF ALL COUNCIL MEMBERS TO RAISE TAXES, PURCHASE, LEASE OR SELL VILLAGE PROPERTY AND FOR APPROPRIATION OF MONIES; MOST OTHER VILLAGE BUSINESS NEEDS A SIMPLE MAJORITY VOTE.

COURTESY REMINDER: PLEASE HOLD ALL SIDE-BAR CONVERSATIONS OUTSIDE OF COUNCIL CHAMBERS. THESE CONVERSATIONS ARE DISTRACTING AND HINDER COUNCIL'S ABILITY TO HAVE PRODUCTIVE DISCUSSIONS.

(PLEDGE OF ALLEGIANCE – ROLL CALL – TAPED MEETING NOTICE)

1. ROLL CALL

2. CERTIFICATE OF APPRECIATION – FORMER VILLAGE PRESIDENT JAMES JANISSE

3. APPROVE AGENDA: The Agenda may be modified at this point if approved by Council. If Council does not wish to modify the Agenda, Council may vote to approve the Agenda as presented.

4. CONFLICT OF INTEREST: Any council member who believes he or she has a conflict of interest regarding any item on this agenda shall so state that conflict at this time. Does any member believe they have a conflict of interest regarding any item on this agenda?

5. CITIZEN COMMENTS: Any citizen attending the meeting in-person who wishes to address the Village Council on a matter not listed on this agenda may speak at this time. Virtual participants are invited to speak on any matter they may choose at this time. Persons addressing the Village Council are asked to state their name, address and, if applicable, their affiliation. The Village President should recognize the citizen before speaking. A three-minute limitation applies unless extended by the Chair. In-person attendees wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before Council.

6. CONSENT CALENDAR: The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one council motion without discussion beyond asking questions for simple clarification. Any council member may ask that any item on the consent calendar be removed and placed elsewhere on the agenda for discussion. Such requests will be granted. If an item is not removed from the consent calendar, the action

noted on the agenda is approved by a single council action adopting the consent calendar.

A. ACCEPT MEETING MINUTES

1. Regular Council Meeting – November 21, 2022
2. Planning Commission Special Meeting – October 11, 2022
3. Planning Commission Regular Meeting – October 25, 2022
4. Planning Commission Special Meeting – November 15, 2022

B. APPROVAL OF BILLS

C. FINANCIAL REPORT: YEAR-TO-DATE ACTIVITY PER FUND

D. FINANCIAL REPORT: INVESTMENTS UPDATE

E. ROAD CLOSURE REQUEST – DERA FIRELIT FRIDAYS

F. REPORT – PROPOSED ORDINANCE 2022-09 UPDATE

G. RRC UPDATE

H. WRITTEN STAFF REPORTS

7. UNFINISHED BUSINESS:

A. OCTOBER 2021 OVER PAYMENT –

1. RESOLUTION 22-49 – ESTABLISH OCTOBER 2021 OVER PAYMENT RECOMMENDATIONS COMMITTEE
2. Schedule Committee Meeting

8. NEW BUSINESS:

A. RESOLUTION 22-50 – MID-FISCAL YEAR BUDGET ADJUSTMENTS

B. RESOLUTION 22-51 – MERS DIVISION FOR EMPLOYEES

C. RESOLUTION 22-52 – SPARKS GRANT

D. JOINT SESSIONS WITH OTHER ORGANIZATIONS/MUNICIPALITIES

E. PRESIDENTIAL NOMINATION TO THE ELK RAPIDS DISTRICT LIBRARY BOARD

1. Emily Petrovich – Elk Rapids District Library Board – Partial Term Ending February 2023

9. CORRESPONDENCE

10. COUNCIL COMMENTS

11. CITIZEN COMMENTS: Any citizen attending the meeting in-person or virtually who wishes to address the Village Council on any matter may speak at this time. Persons addressing the Village Council are asked to state their name, address and, if applicable, their affiliation. The Village President should recognize the citizen before speaking. A three-minute limitation applies unless extended by the Chair.

12. UPCOMING MEETING DATES:

- **DOWNTOWN DEVELOPMENT AUTHORITY SPECIAL MEETING – Wednesday December 7, 2022, time TBD** in the Old Council Chambers, 315 Bridge Street, Elk Rapids, MI 49629.
- **PARKS & RECREATION REGULAR MEETING – Thursday December 7, 2022, at 6:30** at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.
- **LIBRARY BOARD REGULAR MEETING – Thursday December 8, 2022, at 5:00 p.m.** in the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.
- **TOWNSHIP REGULAR MEETING – Monday December 12, 2022 at 9:00 a.m.** in the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.
- **HARBOR COMMISSION REGULAR MEETING – Monday December 12, 2022, at 6:30 p.m.** in the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.
- **DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING – Wednesday**

December 14, 2022, at 6:00 p.m. in the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

➤ **ZONING BOARD OF APPEALS REGULAR MEETING** – December meeting cancelled.

➤ **REGULAR COUNCIL MEETING** – Monday December 19, 2022, at 7:00 p.m. in the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

13. CLOSED SESSION pursuant to MCL 15.268 (a).

14. MOTION TO ADJOURN: Council shall not begin considering any matter not on the agenda yet under consideration by the hour of 10:30 p.m. except by unanimous consent of members present. Matters on the agenda and not yet acted upon at the time of adjournment will be placed on the agenda of the next regular meeting or special meeting if one is called (Ordinance #149 – Rules of the Village).

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MEMBERS OF THE PUBLIC:

Please see the attached instructions for participating electronically in this meeting. The Village will be using Zoom webinar to allow for public participation in this meeting. Please read all instructions before joining the meeting.

Before the start of the meeting

1. Zoom virtual meeting will start five (5) minutes before the posted meeting start time.
2. Video/Audio Settings
 - a. Council members, the Village Clerk, and the Village Manager will be unmuted immediately (by the meeting moderator) upon joining the meeting.
 - b. Meeting attendees will have their video turned off and we will not see their faces.
 - c. The meeting moderator is the only person who is able to unmute meeting participants during the meeting.
3. Information you need to know:
 - a. Recorded Meeting: This meeting is being recorded.
 - b. Public Participants: All meeting participant’s audio will be muted, and their individual video broadcast will be turned off for the duration of the virtual meeting.
 - c. Violations: According to the Attorney General, disruptive behavior maybe be subject to criminal charges under MCL 752.797 and MCL 750.540. Disruptive behavior may result in being muted or being removed from the meeting.
 - d. Public Comments:
 - i. The Chair will announce that we have reached public comment.
 - ii. Participants wishing to speak will “raise their hand.”
 - iii. The Chair will greet the person, ask them to state their first/last name, home address, and limit their comments to three (3) minutes.
 - iv. The moderator will unmute them.
 - v. After their comments have been concluded, the moderator will mute the participant.

NOTE: We will complete steps 2-4 until all public comments have been heard.

After the meeting adjourns

1. Meeting Moderator will save the meeting recording to the Zoom cloud.

How the public can participant in the meeting

Virtual meeting link is included with agenda materials (below):

Options to join:

- Copy and Paste the meeting link - no need to setup a FREE Zoom account.
- Use Zoom app or web site – only need meeting ID and password.

Zoom webinar functions best from a personal computer or tablet.

For cell phone users, *9 allows you to raise your hand, *6 toggles mute.

You are invited to a Zoom webinar.

When: Dec 5, 2022 07:00 PM Eastern Time (US and Canada)

Topic: 2022-12-05 RCM

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83679683139?pwd=L3gramFxUDFPNS9Bd21NVFp1UjVYQT09>

Passcode: 881996

Or One tap mobile:

US: +13126266799, 83679683139# or +16465588656, 83679683139#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 646 931 3860 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 9128 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 836 7968 3139

International numbers available: <https://us02web.zoom.us/j/83679683139?pwd=L3gramFxUDFPNS9Bd21NVFp1UjVYQT09>

HEARING IMPAIRED: FOR THOSE REQUIRING ASSISTANCE, PLEASE NOTIFY THE VILLAGE NO LATER THAN THE FRIDAY BEFORE THE MEETING SO THAT WE CAN NOTIFY YOU AS TO HOW TO ACCESS THIS ASSISTANCE.



Village of Elk Rapids Certificate of Recognition

RESOLUTION 22-48

JAMES JANISSE

- WHEREAS:** The Village of Elk Rapids periodically demonstrates its appreciation to significant individuals for their willingness to serve; and
- WHEREAS:** James Janisse has demonstrated a dedication to the Village Government while serving as a member of the Elk Rapids Village Council as a Trustee since 2006 and served as the Village President from 2016 to 2022; and
- WHEREAS:** James has served the community of Elk Rapids faithfully and unselfishly during a time when public service is not always demonstrated; now therefore,
- BE IT
RESOLVED:** That the Elk Rapids Village Council wished to extend their sincere gratitude to James for his investment of time, energy, and distinguished leadership in this community.

PRESENTED THIS 5TH DAY OF DECEMBER, IN THE YEAR OF 2022.

Karen Simpson, Village President

Tracy Fosdick, President Pro-Tem

Barb Mullaly, Village Trustee

Charlie Pryde, Village Trustee

Kellie Sergent, Village Trustee

Laura Shumate, Village Trustee

Melissa West, Village Trustee

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MINUTES

ELK RAPIDS REGULAR VILLAGE COUNCIL MEETING
MONDAY, NOVEMBER 21, 2022, 7:00 P.M.

THIS WAS A HYBRID MEETING

COUNCIL MEETS THE FIRST AND THIRD MONDAYS, EXCEPT ON HOLIDAYS.

CALLED TO ORDER AT 7:00 P.M. BY PRESIDENT PRO-TEM BARB MULLALY.

(PLEDGE OF ALLEGIANCE – TAPED MEETING NOTICE)

PRESENT: VILLAGE PRESIDENT KAREN SIMPSON, PRESIDENT PRO-TEM TRACY FOSDICK, COUNCIL TRUSTEES BARB MULLALY, CHARLIE PRYDE, KELLIE SERGENT, LAURA SHUMATE, and MELISSA WEST.

ABSENT: NONE.

STAFF: VILLAGE MANAGER BRYAN GRUESBECK, VILLAGE CLERK KAITLYN SZCZYPKA, and VILLAGE ATTORNEY SCOTT HOWARD.

IN-PERSON CITIZEN ATTENDANCE: 35

VIRTUAL CITIZEN ATTENDANCE: 26

OATHS OF OFFICE FOR COUNCIL MEMBERS ELECTED ON NOVEMBER 8, 2022

- A. Karen Simpson – Village President – Term Ending November 2024
- B. Tracy Fosdick – Village Trustee – Term Ending November 2026
- C. Barb Mullaly – Village Trustee – Term Ending November 2026
- D. Kellie Sergent – Village Trustee – Term Ending November 2026
- E. Melissa West – Village Trustee – Partial Term Ending November 2024

ROLL CALL

NOMINATIONS & ELECTION OF PRESIDENT PRO TEMPORE: Current President Pro-Tem Barb Mullaly nominated Trustee Laura Shumate to be President Pro-Tem. Trustee Shumate accepted the nomination. Trustee Charlie Pryde nominated Trustee Tracy Fosdick to be President Pro-Tem. Trustee Fosdick accepted the nomination.

MOTION by **PRYDE**, **SECOND** by **SERGENT**, to appoint Tracy Fosdick as President Pro-Tem until November 20, 2023.

Roll Call Vote: Ayes – West, Fosdick, Simpson, Pryde, Sergent, and Shumate; Nays – Mullaly.
MOTION CARRIED.

PRESIDENT'S COUNCIL APPOINTMENTS TO BOARDS & COMMISSIONS

- A. **Beautification Commission Voting Member** – Trustee Shumate
- B. **Downtown Development Authority Voting Member** – President Simpson
- C. **Green Elk Rapids Committee Liaison** – President Pro-Tem Fosdick
- D. **Harbor Commission Voting Member** – Trustee Pryde
- E. **Housing Commission Non-Voting Member** – Trustee Sergent
- F. **Parks & Recreation Commission Voting Member** – Trustee West
- G. **Planning Commission Voting Member** – Trustee Mullaly
- H. **Township Board Liaison** – Trustee Shumate

ELECTION FOLLOW-UP ITEMS

MOTION by **MULLALY**, **SECOND** by **FOSDICK**, to keep regular schedule and council procedures as established. All those present voted yes. **MOTION CARRIED.**

APPROVE AGENDA: President Simpson proposed the following changes:

- A. Add Item 10-C – Road Closure Request – DERA Firelit Friday November 25, 2022
- B. Add Item 11-A – Release Attorney Report to the Public
- C. Remove Items A, B, & C from Unfinished Business
- D. Remove Items A, B, & C from New Business
- E. Add Item F to New Business – Special Meeting
- F. Add Upcoming Meeting – 13 Ways Final Presentation

MOTION by **WEST**, **SECOND** by **PRYDE**, to approve the agenda as amended. All those present voted yes. **MOTION CARRIED.**

CONFLICT OF INTEREST: None.

CITIZEN COMMENTS: Three citizens commented.

CONSENT CALENDAR:

MOTION by **PRYDE**, **SECOND** by **SERGEANT**, to adopt the Consent Calendar as follows:

A. ACCEPT MEETING MINUTES

1. Regular Council Meeting – November 7, 2022
2. Downtown Development Authority Regular Meeting – October 12, 2022
3. Elk Rapids District Library Regular Meeting – October 13, 2022
4. Harbor Commission Regular Meeting – October 10, 2022
5. Parks & Recreation Regular Meeting – October 5, 2022

B. APPROVAL OF BILLS

- C. *****removed*** ROAD CLOSURE REQUEST – DERA FIRELIT FRIDAY NOVEMBER 25, 2022**

All those present voted yes. **MOTION CARRIED.**

- C. **ROAD CLOSURE REQUEST – DERA FIRELIT FRIDAY NOVEMBER 25, 2022** – Council discussion on logistics of event.

MOTION by **MULLALY**, **SECOND** by **WEST**, to the Road Closure Request for DERA Firelit Friday November 25, 2022. All those present voted yes. **MOTION CARRIED.**

SECOND ATTORNEY REPORT – OCTOBER 2021 OVER PAYMENT: Village Attorney Scott Howard gave a summary report of the full report that was given to council earlier in the day.

MOTION by **SERGEANT**, **SECOND** by **SHUMATE**, to release the report to the public. All those present voted yes. **MOTION CARRIED.**

Five citizens commented.

MOTION by **PRYDE**, **SECOND** by **WEST**, to create a committee to discuss priorities and recommendations. All those present voted yes. **MOTION CARRIED.**

STAFF REPORTS: Village Manager Bryan Gruesbeck presented his report.

UNFINISHED BUSINESS: Items A, B, & C removed from Unfinished Business.

A. PROPOSED ORDINANCE 2022-04 – Board & Commission Application Process – removed.

B. PROPOSED ORDINANCE 2022-08 – Trees in the Village – removed.

C. DIVERSITY, EQUITY, INCLUSION, & BELONGING – SCHEDULE TRAINING – removed.

NEW BUSINESS:

A. FIRST READING – PROPOSED ORDINANCE 505 – LIGHTING IN THE VILLAGE – removed.

B. ROAD CLOSURE REQUEST – FIRELIGHT FRIDAYS – DERA – removed.

C. RESOLUTION 22-45 – AMEND THE FEE SCHEDULE – removed.

D. RESOLUTION 22-46 – VC3 SERVER PRICE INCREASE

MOTION by **FOSDICK**, **SECOND** by **SHUMATE**, to approve **Resolution 22-46.**

Roll Call Vote: Ayes – Fosdick, Simpson, Mullaly, Pryde, Sergeant, Shumate, and West; Nays – None. **MOTION CARRIED.**

E. RESOLUTION 22-47 – NEW VEHICLE ATTACHMENT – SALT SPREADER

MOTION by **SERGEANT**, **SECOND** by **PRYDE**, to approve **Resolution 22-47.**

Roll Call Vote: Ayes – Simpson, Mullaly, Pryde, Sergeant, Shumate, West, and Fosdick; Nays – None. **MOTION CARRIED.**

F. SCHEDULE WORKSHOP WITH 13 WAYS TEAM

MOTION by **FOSDICK**, **SECOND** by **SHUMATE**, to schedule a workshop with the 13 Ways Team on Tuesday November 29, 2022 at 3:30 in Council Chambers at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629. All those present voted yes. **MOTION CARRIED.**

COMMISSION/COMMITTEE REPORTS: Received. One citizen comment.

CORRESPONDENCE: Received.

COUNCIL COMMENTS: Received.

CITIZEN COMMENTS: Four citizens commented.

UPCOMING MEETING DATE:

- **REGULAR COUNCIL MEETING** – Monday December 5, 2022, at 7:00 p.m. at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

ADJOURNMENT:

MOTION by **WEST**, **SECOND** by **PRYDE**, to adjourn meeting at 9:13 p.m. All those present voted yes. **MOTION CARRIED.**

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Village of Elk Rapids

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DRAFT MINUTES

**ELK RAPIDS SPECIAL PLANNING COMMISSION MEETING
TUESDAY, OCTOBER 11TH, 2022 AT 5:30 PM
GOVERNMENT CENTER, 315 BRIDGE STREET, ELK RAPIDS, MI 49629**

THIS WAS NOT A HYBRID MEETING

COURTESY REMINDER: PLEASE HOLD ALL SIDE-BAR CONVERSATIONS OUTSIDE OF COUNCIL CHAMBERS. THESE CONVERSATIONS ARE DISTRACTING AND HINDER COUNCIL'S ABILITY TO HAVE PRODUCTIVE DISCUSSIONS.

OPEN MEETING 5:31PM and PLEDGE OF ALLEGIANCE

PRESENT: Chair Ragland, Mullaly, Ranger, Lein, Farrell, Hibbard

ABSENT: Vice Chair Conrad

STAFF: Planning/Zoning & Community Development, Kerri Janisse

APPROVE AGENDA:

The Agenda may be approved in its current form or modified if approved by the Planning Commission. If the Commission does not wish to modify the Agenda, the Commission may approve the Agenda as presented.

MOTION: MULLALY 2ND FARRELL. All present voted yes. **MOTION CARRIED**

CITIZEN COMMENTS: NONE

MASTER PLAN PROPOSALS

- A.** Discussion among Commission members
- B. MOTION by FARRELL to hire BECKET & RAEDER, INC.** for the Village of Elk Rapids master plan update, due by December 2023. An official contract will be made between the Village of Elk Rapids and **BECKETT & RAEDER, INC.** with a final price not to exceed **\$35,000 2nd** by **RANGER.**

YES – HIBBARD, FARRELL, LEIN, RAGLAND, RANGER AND MULLALY

NO – 0

ABSENT - CONRAD

Time: 5:41 PM

UPCOMING MEETING DATE AND OTHER EVENTS:

- **REGULAR PLANNING COMMISSION MEETING** – Tuesday, October 25th, 2022, at 7:00 PM at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

2. MOTION TO ADJOURN

MOTION: MULLALY 2ND LEIN. All present voted yes. **MOTION CARRIED** Time 5:43PM



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DRAFT MINUTES
ELK RAPIDS REGULAR PLANNING COMMISSION MEETING
WEDNESDAY, OCTOBER 25, 2022, AT 7:00 PM
THIS WAS A HYBRID MEETING

PLANNING COMMISSION MEETS THE FOURTH TUESDAY OF THE MONTH

(PLEDGE OF ALLEGIANCE – ROLL CALL – TAPED MEETING NOTICE)

PRESENT: CHAIR ROYCE RAGLAND, BARB MULALLY, KIM RANGER, DAVID LEIN, JULE FARRELL. MEETING STARTED AT 7:03PM.

ZOOM ATTENDED: VICE CHAIR MATT CONRAD

STAFF: VILLAGE PLANNER/ZONING KERRI JANISSE

IN-PERSON CITIZEN ATTENDANCE: 10

VIRTUAL CITIZEN ATTENDANCE: 8

APPROVAL OF AGENDA

MOTION by LEIN, SECOND by FARRELL to ACCEPT THE AGENDA. All present voted yes. MOTION CARRIED.

APPROVAL OF MINUTES

MOTION by LEIN, 2ND by HIBBARD to ACCEPT THE MEETING MINUTES FOR SEPTEMBER 27, 2022. All present voted yes. MOTION CARRIED.

CONFLICT OF INTEREST

NONE

CITIZENS COMMENTS

NONE

PUBLIC HEARING: PROPOSED ORDINANCE AMDENMENT 2022-09 TO GENERAL CODE CHAPTER 13 – SHORT-TERM RENTAL BUSINESS

A. MOTION to open public hearing for proposed ordinance 2022-09 LEIN 2nd RANGER. ALL PRESENT VOTED YES. MOTION CARRIED Time: 7:06 PM

- B. Opening statement** – Planner Janisse gave a brief overview of the proposed change. It is not a change of the use – a change of transferring of current STRB license.
- C. Public comment** – 6 public comments were made; Why were the STRB owners not notified of this public hearing and ordinance change, this is not lawful as you cannot change the use as the use stays with the land not the owner, realtors were not informed of this proposed change, how can people afford to have businesses here if the Village restricts STRB, the Village relies heavily on STRB users, why is this proposal coming up during the renewal season, why did Council ask for this change, the Planning Commission talks a good game but no follow through, why is this even brought up – have there been issues or concerns, when the STRBs are successful the Village is successful, it seems that the Village is trying to zone STRBs out, 13 Ways was mentioned, distrust in the community, this ordinance change goes against the master plan and vision statement, what other avenues have been considered and has anyone thought about the repercussions to STRB owners this would cause and finally it was asked by several that this proposal be tabled until all the STRB owners have been notified.
- D. MOTION** to close public hearing for proposed ordinance 2022-09 **MULLALY 2nd RANGER**. ALL PRESENT VOTED YES. **MOTION CARRIED** Time: 7:35 PM

DISCUSSION ON PROPOSED ORDINANCE AMDENMENT 2022-09 TO GENERAL CODE CHAPTER 13 – SHORT-TERM RENTAL BUSINESS

Discussion among Commissioners was to hold a public hearing at the November 2022 meeting and that a notice should be sent (via email or mail) to the STRB owners. The Chair made note that the Commission works hard to make sure that information is researched and informative. Citizen asked that a public hearing not be held until notice has gone out to STRB owners, it was explained to them that this was part of the process and had already been decided to happen.

MOTION by **MULLALY**, 2nd by **LEIN** to hold a public hearing regarding proposed ordinance 2022-09 Chapter 13 – Short-term Rental Business, Section 4.D Registration Process and Procedure at the November 2022 Planning meeting. ALL PRESENT VOTED YES. **MOTION CARRIED** Time: 7:51 PM

UNFINISHED BUSINESS

- A. Master Plan Update – Commissioners have requested a meeting with Beckett & Raeder to be held on November 15th, 2022 at 6 PM, at the Government Center.
- B. Discussion on 2022-07 §459 Hotels/Motels - # of Rooms allowed. Commissioner Mullaly said the limit of rooms should be based on the building requirements, Commission Farrell does not want to limit but is concerned about large companies coming, Commissioner Conrad agreed with Mullaly. A parking map of the Village was requested. . Commissioners agreed that reviewing the parking ordinance would be helpful in determining the approval of this proposed ordinance. Discussion will be at the January 2023 meeting.

NEW BUSINESS

- A. Discussion on parking in the B-2 Central Business zoning district. Commissioners agreed that a review of the parking ordinance should be done, including this district. Will add to the January 2023 meeting. Chair mentioned strongtowns.org would be a great site for the Commission to review. 2 citizens spoke.

COMMISSION/COMMITTEE REPORTS

- A. Staff – Conference update, Bridge St Housing RFP update, meeting with residents regarding new projects
- B. Chair Ragland – discussed the idea of having a Planning Intern. Chair will continue discussion with the school(s).
- C. Council Representative – traffic calming discussion explained the Special Council Meeting before the Planning meeting – overpayment of direct deposit to employees during October 2021. Attorney would be looking into and providing a report for the Council and public.
- D. Zoning Board of Appeals Liaison – No meeting for October 2022

CORRESPONDENCE AND READING MATERIAL RECEIVED

COMMISSION COMMENT

Commissioner Lein asked for an update on the work being done on US 31 at the bridge. Planner said she'd ask for an update to be published.

CITIZEN COMMENTS

Citizen asked for the STRB list be posted online, including the waitlist. Planner said she can get to this as soon as possible. It does require redating of information and making sure information supplied is correct. A second citizen spoke regarding a comment made by a Commissioner that she did not feel was appropriate and took offense to it.

UPCOMING MEETING DATE AND OTHER EVENTS:

SPECIAL PLANNING COMMISSION MEETING – Tuesday, November 15th, 2022 at 6:00 PM at the Government Center, 315 Bridge St, Elk Rapids – THIS WILL NOT BE A HYBRID MEETING

REGULAR PLANNING COMMISSION MEETING – Tuesday, November 22th, 2022, at 7:00 PM at the Government Center, 315 Bridge Street, Elk Rapids

MOTION TO ADJOURN

MOTION: MULLALY, 2ND LEIN. ALL PRESENT VOTED YES. **MOTION CARRIED** Time 8:32 PM.

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DRAFT MINUTES

**ELK RAPIDS SPECIAL PLANNING COMMISSION MEETING
TUESDAY, NOVEMBER 15TH, 2022 AT 6:00 PM
GOVERNMENT CENTER, 315 BRIDGE STREET, ELK RAPIDS, MI 49629**

THIS WAS NOT A HYBRID MEETING

COURTESY REMINDER: PLEASE HOLD ALL SIDE-BAR CONVERSATIONS OUTSIDE OF COUNCIL CHAMBERS. THESE CONVERSATIONS ARE DISTRACTING AND HINDER COUNCIL'S ABILITY TO HAVE PRODUCTIVE DISCUSSIONS.

OPEN MEETING 6:00PM and PLEDGE OF ALLEGIANCE

PRESENT: Chair Ragland, Mullaly, Ranger, Lein, Farrell, Hibbard

ABSENT: Vice Chair Conrad

STAFF: Village Manager Bryan Gruesbeck

APPROVE AGENDA:

The Agenda may be approved in its current form or modified if approved by the Planning Commission. If the Commission does not wish to modify the Agenda, the Commission may approve the Agenda as presented.

MOTION: LEIN 2ND RANGER. All present voted yes. **MOTION CARRIED**

CITIZEN COMMENTS: NONE

MASTER PLAN MEETING WITH BECKETT & RAEDER

- A.** Discussion among Commission members with Sara from BR
- B.** Workshop for the Commissioners and Planning/Zoning Administrator scheduled for December 15th, 2022, 8 AM at the Government Center. This meeting will not be ZOOM.

UPCOMING MEETING DATE AND OTHER EVENTS:

- **REGULAR PLANNING COMMISSION MEETING** – Tuesday, November 22, 2022, at 7:00 PM at the Government Center, 315 Bridge Street, Elk Rapids, MI 49629.

2. MOTION TO ADJOURN

MOTION: HIBBARD 2ND MULLALY. All present voted yes. **MOTION CARRIED Time 7:07 PM**

IDENTIFICATION OF EXPENSE FUNDS:

#101	GENERAL FUND	#401	GENERAL CAPITAL PROJECT FUND
101-172-	VILLAGE MANAGER	401-958-	CAPITAL FUND EXPENSES
101-190-	ELECTIONS		
101-216-	GENERAL SERVICES	#405	SEWER CAPITAL PROJECT FUND
101-260-	VILLAGE ADMINISTRATION	405-958-	CAPITAL FUND EXPENSES
101-300-	POLICE		
101-690-	PARKS	#407	HARBOR CAPITAL FUND
101-692-	BEAUTIFICATION	407-544	CAPITAL FUND EXPENSES
101-694-	PARKS & RECREATION		
101-698-	BEAUTIFICATION DONATION	#409	WATER CAPITAL FUND
101-801-	PLANNING & ZONING	409-958-	CAPITAL FUND EXPENSES
#202	MAJOR STREET FUND	#590	SEWER OPERATIONAL FUND
202-451-	MAJOR/CONSTRUCTION	590-560-	SEWER TREATMENT
202-463-	MAJOR/MAINTENANCE	590-563-	SEWER COLLECTION
202-478-	MAJOR/SNOW		
		#592	SEWER EQUIPMENT REPLACEMENT FUND
#203	LOCAL STREET FUND	592-592-	SEWER EQUIPMENT REPLACEMENT
203-451-	LOCAL/CONSTRUCTION		
203-463-	LOCAL/MAINTENANCE	#594	ENTERPRISE HARBOR OPERATIONAL FUND
203-478-	LOCAL/SNOW	594-544-	HARBOR
#204	MUNICIPAL STREET FUND	#595	WATER OPERATIONAL FUND
204-450-	MUNICIPAL STREET	595-565-	WATER OPERATION
#228	WASTE COLLECTION FUND	#661	MOTOR VEH. EQUIP POOL (OPERATIONAL) FUND
228-526-	COMPACTOR	661-932-	MOTOR VEHICLE
#296	BLDG OPS/REPLACEMENT FUND	#750	PAYROLL ACCOUNT
296-806-	BLDG OPS/REPLACEMENT		
		#791	DOWNTOWN DEVELOPMENT AUTHORITY
#302	2016 WATER CAP. IMPROVE. BOND FUND	#794	HARBOR CONSTRUCTION FUND
302-301-	BOND EXPENDITURES	794-794-	HARBOR CONSTRUCTION BREAKWATER
#303	2016 WATER BOND CONSTRUCT. FUND	#795	HARBOR BOND DEBT FUND
303-446-	BOND EXPENDITURES	795-795-	HARBOR BOND DEBT
#394	BRIDGE STREET BOND DEBT		
#398	RIVER STREET BOND DEBT		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				
	GL Distribution					
Vendor 002807 - ACE HARDWARE COMPANY:						
HOLIDAY LIGHTS						
14621	ACE HARDWARE COMPANY	11/22/2022	12/05/2022	539.46	0.00	Paid
	HOLIDAY LIGHTS	Diana Anderson				
	101-690-956-150	DOWNTOWN DECORATIONS		539.46		
	Total for vendor 002807 - ACE HARDWARE COMPANY:			539.46	0.00	
Vendor 002580 - AMAZON CAPITAL SERVICES:						
1M9P-F1FM-V977						
14603	AMAZON CAPITAL SERVICES	11/24/2022	12/06/2022	28.82	28.82	Open
	TOILET PAPER	Diana Anderson				
	296-806-757-000	SUPPLIES		28.82		
1JP1-D41W-4GWD						
14613	AMAZON CAPITAL SERVICES	11/21/2022	12/06/2022	16.01	16.01	Open
	IPHONE CASE	Diana Anderson				
	101-300-727-000	SUPPLIES/OFFICE		16.01		
	Total for vendor 002580 - AMAZON CAPITAL SERVICES:			44.83	44.83	
Vendor 002753 - ANN GILDNER:						
ARCHWAY						
14600	ANN GILDNER	11/04/2022	12/06/2022	900.00	900.00	Open
	ARCHWAY FOR IVA'S GARDEN - FINAL	Diana Anderson				
	101-000-215-000	NORTH ARROWHEAD GARDEN		900.00		
	Total for vendor 002753 - ANN GILDNER:			900.00	900.00	
Vendor 001504 - CHARTER COMMUNICATIONS:						
18057112122						
14625	CHARTER COMMUNICATIONS	11/21/2022	12/05/2022	214.79	0.00	Paid
	NOVEMBER/DECEMBER 2022 SERVICE	Diana Anderson				
	101-690-853-000	PHONE/TV/INTERNET		30.68		
	202-463-853-000	PHONE/TV/INTERNET		30.68		
	203-463-853-000	PHONE/TV/INTERNET		30.69		
	228-526-853-000	PHONE		30.69		
	590-560-853-000	PHONE/TV/INTERNET		30.69		
	595-565-853-000	PHONE/TV/INTERNET		30.68		
	661-932-853-000	PHONE/INTERNET/TV		30.68		
40267111622						
14626	CHARTER COMMUNICATIONS	11/16/2022	12/05/2022	112.27	0.00	Paid
	NOVEMBER/DECEMBER 2022 SERVICE	Diana Anderson				
	296-806-853-000	EMERGENCY PHONE LINE		99.98		
	101-260-853-000	PHONE		12.29		
	Total for vendor 001504 - CHARTER COMMUNICATIONS:			327.06	0.00	
Vendor 002786 - CIVICPLUS, LLC:						
243196						
14611	CIVICPLUS, LLC	11/01/2022	12/06/2022	700.00	700.00	Open
	ONLINE CODE HOSTING	Diana Anderson				
	101-216-818-000	CONTRACTUAL SERVICES		700.00		
	Total for vendor 002786 - CIVICPLUS, LLC:			700.00	700.00	
Vendor 002756 - DELTA DENTAL:						
RIS0004541250						
14612	DELTA DENTAL	12/01/2022	12/05/2022	1,482.28	0.00	Paid
	DECEMBER 2022 COVERAGE	Diana Anderson				
	101-172-716-000	HEALTH INSURANCE		29.56		
	101-260-716-000	HEALTH INSURANCE		129.92		
	101-300-716-000	HEALTH INSURANCE		365.41		
	101-690-716-000	HEALTH INSURANCE		72.34		
	101-692-716-000	HEALTH INSURANCE		4.73		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				
	GL Distribution					
	101-694-716-000	HEALTH INSURANCE		2.66		
	101-801-716-000	HEALTH INSURANCE		111.34		
	202-463-716-000	HEALTH INSURANCE		61.45		
	202-478-716-000	HEALTH INSURANCE		29.14		
	203-463-716-000	HEALTH INSURANCE		61.45		
	203-478-716-000	HEALTH INSURANCE		32.09		
	228-526-716-000	HEALTH INSURANCE		135.06		
	590-560-716-000	HEALTH INSURANCE		249.19		
	595-565-716-000	HEALTH INSURANCE		113.74		
	661-932-716-000	HEALTH INSURANCE		84.20		
Total for vendor 002756 - DELTA DENTAL:				1,482.28	0.00	

Vendor 000980 - ELK RAPIDS NEWS:

OCTOBER 2022						
14620	ELK RAPIDS NEWS	11/01/2022	12/06/2022	407.00	407.00	Open
	OCTOBER 2022 ADS	Diana Anderson				
	101-690-930-000	REPAIRS/MAINTENANCE		176.00		
	101-801-900-000	PRINTING/PUBLISHING		99.00		
	101-260-900-000	PRINTING & PUBLISHING		132.00		
Total for vendor 000980 - ELK RAPIDS NEWS:				407.00	407.00	

Vendor 001211 - ELK RAPIDS TOWNSHIP:

OCTOBER 2022						
14618	ELK RAPIDS TOWNSHIP	11/17/2022	12/06/2022	9,693.60	9,693.60	Open
	OCTOBER 2022 BIRCH LAKE	Diana Anderson				
	799-000-240-000	SEWER OPERATING		2,901.10		
	799-000-242-000	SEWER EQP REPLACEMENT		3,719.95		
	799-000-244-000	WWTP DEBT		3,072.55		
Total for vendor 001211 - ELK RAPIDS TOWNSHIP:				9,693.60	9,693.60	

Vendor 002663 - KAITLYN SZCZYPKA:

OCTOBER 2022						
14596	KAITLYN SZCZYPKA	11/02/2022	12/05/2022	305.89	0.00	Paid
	OCTOBER 2022 DDA	Diana Anderson				
	791-791-804-100	PROFESSIONAL SERVICES		290.00		
	791-791-818-500	SOFTWARE		15.89		
Total for vendor 002663 - KAITLYN SZCZYPKA:				305.89	0.00	

Vendor 002181 - LANGE VENDING INC:

5905:491100						
14634	LANGE VENDING INC	11/28/2022	12/06/2022	46.36	46.36	Open
	COFFEE	Diana Anderson				
	101-300-757-000	SUPPLIES		46.36		
Total for vendor 002181 - LANGE VENDING INC:				46.36	46.36	

Vendor 001995 - LEGENDARY LION:

13264						
14609	LEGENDARY LION	10/03/2022	12/06/2022	14.00	14.00	Open
	HOSTING WEBSITE	Diana Anderson				
	101-801-803-000	PROFESSIONAL SERVICES		14.00		
Total for vendor 001995 - LEGENDARY LION:				14.00	14.00	

Vendor 002584 - LINK ENGINEERING SERVICES, LLC:

1231						
14616	LINK ENGINEERING SERVICES, LLC	11/02/2022	12/06/2022	3,022.50	3,022.50	Open
	INSPECTIONS	Diana Anderson				
	202-463-818-010	CONTRACTED WORK		3,022.50		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				

1232						
14617	LINK ENGINEERING SERVICES, LLC	10/31/2022	12/06/2022	380.00	380.00	Open
	BRIDGE SAFETY INSPECTION	Diana Anderson				
	202-463-818-010	CONTRACTED WORK		380.00		
	Total for vendor 002584 - LINK ENGINEERING SERVICES, LLC:			3,402.50	3,402.50	

Vendor 001267 - MCCARDEL WATER CONDITIONING:

10855TL						
14608	MCCARDEL WATER CONDITIONING	11/21/2022	12/06/2022	45.50	45.50	Open
	NOVEMBER 2022 WATER	Diana Anderson				
	296-806-818-000	CONTRACTUAL SERVICES		45.50		
	Total for vendor 001267 - MCCARDEL WATER CONDITIONING:			45.50	45.50	

Vendor 001694 - MICHIGAN DOWNTOWN ASSOCIATION:

E2644						
14607	MICHIGAN DOWNTOWN ASSOCIATION	11/21/2022	12/06/2022	200.00	200.00	Open
	DOWNTOWN MGMT. TRAINING WEBINAR	Diana Anderson				
	101-801-864-000	TRAINING/CONFERENCES		200.00		
	Total for vendor 001694 - MICHIGAN DOWNTOWN ASSOCIATION:			200.00	200.00	

Vendor 001877 - MICHIGAN OFFICE SOLUTIONS INC.:

4044462						
14614	MICHIGAN OFFICE SOLUTIONS INC.	11/21/2022	12/06/2022	99.87	99.87	Open
	NOVEMBER/DECEMBER 2022 SERVICE	Diana Anderson				
	101-300-818-150	CONTRACTUAL		99.87		
	Total for vendor 001877 - MICHIGAN OFFICE SOLUTIONS INC.:			99.87	99.87	

Vendor 000569 - MML WORKERS COMP FUND:

5880206						
14610	MML WORKERS COMP FUND	11/18/2022	12/06/2022	3,313.11	3,313.11	Open
	3RD QUARTER WORKERS COMP PMT	Diana Anderson				
	101-172-720-000	WORKER'S COMP		16.28		
	101-216-720-000	WORKER'S COMPENSATION		6.33		
	101-260-720-000	WORKER'S COMP		30.75		
	101-300-720-000	WORKER'S COMP		846.59		
	101-690-720-000	WORKER'S COMP		375.36		
	101-692-720-000	WORKER'S COMP		16.28		
	101-694-720-000	WORKER'S COMP		18.09		
	101-801-720-000	WORKERS COMP		38.89		
	202-463-720-000	WORKER'S COMPENSATION		194.46		
	202-478-720-000	WORKER'S COMPENSATION		128.43		
	203-463-720-000	WORKER'S COMPENSATION		194.46		
	203-478-720-000	WORKER'S COMP		139.29		
	228-526-720-000	WORKER'S COMPENSATION		180.89		
	590-560-720-000	WORKER'S COMPENSATION		549.92		
	595-565-720-000	WORKER'S COMPENSATION		382.59		
	661-932-720-000	WORKER'S COMP		194.50		

8495206						
14635	MML WORKERS COMP FUND	11/30/2022	12/06/2022	527.93	527.93	Open
	PAYROLL AUDIT 7/1/21 - 7/1/22	Diana Anderson				
	101-172-720-000	WORKER'S COMP		2.59		
	101-216-720-000	WORKER'S COMPENSATION		1.01		
	101-260-720-000	WORKER'S COMP		4.90		
	101-300-720-000	WORKER'S COMP		134.90		
	101-690-720-000	WORKER'S COMP		59.81		
	101-692-720-000	WORKER'S COMP		2.59		
	101-694-720-000	WORKER'S COMP		2.88		
	101-801-720-000	WORKERS COMP		6.20		
	202-463-720-000	WORKER'S COMPENSATION		30.99		
	202-478-720-000	WORKER'S COMPENSATION		20.47		
	203-463-720-000	WORKER'S COMPENSATION		30.99		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				
	GL Distribution					
	203-478-720-000	WORKER'S COMP		22.20		
	228-526-720-000	WORKER'S COMPENSATION		28.82		
	590-560-720-000	WORKER'S COMPENSATION		87.63		
	595-565-720-000	WORKER'S COMPENSATION		60.96		
	661-932-720-000	WORKER'S COMP		30.99		
	Total for vendor 000569 - MML WORKERS COMP FUND:			3,841.04	3,841.04	
Vendor 001813 - MUNSON MEDICAL CENTER:						
11143						
14615	MUNSON MEDICAL CENTER	11/14/2022	12/06/2022	24.00	24.00	Open
	BCCL BLOOD COLLECTION	Diana Anderson				
	101-300-818-150	CONTRACTUAL		24.00		
	Total for vendor 001813 - MUNSON MEDICAL CENTER:			24.00	24.00	
Vendor 002791 - NET EXPRESS VOIP:						
4841221123						
14624	NET EXPRESS VOIP	11/23/2022	12/06/2022	260.98	260.98	Open
	DECEMBER 2022 SERVICES	Diana Anderson				
	101-260-853-000	PHONE		156.58		
	101-690-853-000	PHONE/TV/INTERNET		7.46		
	202-463-853-000	PHONE/TV/INTERNET		7.46		
	203-463-853-000	PHONE/TV/INTERNET		7.46		
	228-526-853-000	PHONE		7.46		
	590-560-853-000	PHONE/TV/INTERNET		7.46		
	595-565-853-000	PHONE/TV/INTERNET		7.46		
	661-932-853-000	PHONE/INTERNET/TV		7.46		
	101-300-853-000	PHONE		52.18		
	Total for vendor 002791 - NET EXPRESS VOIP:			260.98	260.98	
Vendor 002069 - NORTH COUNTRY PWR GENERATION:						
25848						
14633	NORTH COUNTRY PWR GENERATION	11/09/2022	12/06/2022	54.00	54.00	Open
	GENERATOR RELAY BOARD	Diana Anderson				
	590-560-820-000	MAINTENANCE		54.00		
	Total for vendor 002069 - NORTH COUNTRY PWR GENERATION:			54.00	54.00	
Vendor 001345 - NORTHWEST LOCK INC:						
119190						
14606	NORTHWEST LOCK INC	11/16/2022	12/06/2022	767.00	767.00	Open
	EMERGENCY SERVICE CALL	Diana Anderson				
	101-300-759-000	MAINT/SUPPLIES/POLICE BLDG		767.00		
	Total for vendor 001345 - NORTHWEST LOCK INC:			767.00	767.00	
Vendor 000533 - OLSON, BZDOK & HOWARD, P.C.:						
19						
14598	OLSON, BZDOK & HOWARD, P.C.	11/04/2022	12/06/2022	714.00	714.00	Open
	ATTORNEY	Diana Anderson				
	101-216-801-000	ATTORNEY		714.00		
175						
14599	OLSON, BZDOK & HOWARD, P.C.	11/04/2022	12/06/2022	1,578.00	1,578.00	Open
	ATTORNEY	Diana Anderson				
	101-216-801-000	ATTORNEY		1,578.00		
	Total for vendor 000533 - OLSON, BZDOK & HOWARD, P.C.:			2,292.00	2,292.00	
Vendor 002419 - SANTANDER BANK, N.A.:						
2866471						
14623	SANTANDER BANK, N.A.	11/21/2022	12/06/2022	71,462.04	71,462.04	Open
	VAC TRUCK ANNUAL PAYMENT	Diana Anderson				
	661-932-973-501	CAPITAL OUTLAY/SEWER VAC TRUCK		71,462.04		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				
	GL Distribution					
	Total for vendor 002419 - SANTANDER BANK, N.A.:			71,462.04	71,462.04	
Vendor 002777 - SIGNATURE PUBLIC FUNDING CORP.:						
500293001111622						
14605	SIGNATURE PUBLIC FUNDING CORP.	11/16/2022	12/06/2022	1,920.00	1,920.00	Open
	SOLAR PANEL LEASE	Diana Anderson				
	405-958-977-300	CAPITAL OUTLAY/SOLAR PANELS		1,920.00		
	Total for vendor 002777 - SIGNATURE PUBLIC FUNDING CORP.:			1,920.00	1,920.00	
Vendor 001245 - STAPLES CREDIT PLAN:						
7368027312-0-1						
14597	STAPLES CREDIT PLAN	11/08/2022	12/06/2022	233.88	233.88	Open
	SUPPLIES	Diana Anderson				
	101-260-757-000	SUPPLIES		78.07		
	101-216-864-000	TRAINING/CONFERENCES		155.81		
	Total for vendor 001245 - STAPLES CREDIT PLAN:			233.88	233.88	
Vendor 000350 - TEAM ELMERS:						
861175						
14601	TEAM ELMERS	09/30/2022	12/06/2022	147,700.00	147,700.00	Open
	STREET ASPHALT PAVING	Diana Anderson				
	202-463-930-000	REPAIRS & MAINTENANCE		95,625.00		
	203-463-930-000	REPAIRS & MAINTENANCE		52,075.00		
861177						
14602	TEAM ELMERS	09/30/2022	12/06/2022	36,708.25	36,708.25	Open
	PARKING LOT ASPHALT PAVING	Diana Anderson				
	296-806-978-000	CAPITAL OUTLAY		36,708.25		
	Total for vendor 000350 - TEAM ELMERS:			184,408.25	184,408.25	
Vendor 000930 - TK ELEVATOR CORPORATION:						
3006944879						
14619	TK ELEVATOR CORPORATION	12/01/2022	12/06/2022	2,261.03	2,261.03	Open
	SERVICE 12/1/2022-11/30/2023	Diana Anderson				
	296-806-818-000	CONTRACTUAL SERVICES		2,261.03		
	Total for vendor 000930 - TK ELEVATOR CORPORATION:			2,261.03	2,261.03	
Vendor 002765 - VC3, INC:						
86862						
14622	VC3, INC	09/23/2022	12/06/2022	750.00	750.00	Open
	DESKTOP	Diana Anderson				
	101-694-818-000	CONTRACTUAL/PROF SVCS		750.00		
	Total for vendor 002765 - VC3, INC:			750.00	750.00	
Vendor 001763 - WEX BANK:						
85151274						
14604	WEX BANK	11/23/2022	12/06/2022	1,250.76	1,250.76	Open
	FUEL	Diana Anderson				
	661-932-751-000	FUEL		619.10		
	101-300-751-000	FUEL		631.66		
	Total for vendor 001763 - WEX BANK:			1,250.76	1,250.76	
# of Invoices:	34	# Due:	29	Totals:	287,733.33	285,078.64
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					287,733.33	285,078.64

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				
	GL Distribution					
--- TOTALS BY FUND ---						
	101 - GENERAL FUND			10,159.84	8,861.45	
	202 - MAJOR STREET			99,530.58	99,409.31	
	203 - LOCAL STREET			52,593.63	52,469.40	
	228 - WASTE COLLECTION			382.92	217.17	
	296 - BLDG OP/REPL			39,143.58	39,043.60	
	405 - SEWER CAPITAL			1,920.00	1,920.00	
	590 - SEWER OPERATION			978.89	699.01	
	595 - WATER OPERATION			595.43	451.01	
	661 - EQUIPMENT REPLACEMENT FUND			72,428.97	72,314.09	
	791 - DDA TIFA DISTRICT			305.89	0.00	
	799 - ELK RAPIDS TWP SEWER FUND			9,693.60	9,693.60	
--- TOTALS BY DEPT/ACTIVITY ---						
	000 -			10,593.60	10,593.60	
	172 - VILLAGE MANAGER			48.43	18.87	
	216 - GENERAL SERVICES			3,155.15	3,155.15	
	260 - OFFICE ADMINISTRATION			544.51	402.30	
	300 - POLICE			2,983.98	2,618.57	
	463 - MAINTENANCE			151,752.59	151,568.32	
	478 - WINTER EXP			371.62	310.39	
	526 - COMPACTOR			382.92	217.17	
	560 - SEWER TREATMENT			978.89	699.01	
	565 - WATER OPERATION			595.43	451.01	
	690 - DPW GENERAL FUND			1,261.11	618.63	
	692 - BEAUTIFICATION DEPT			23.60	18.87	
	694 - PARKS & RECREATION			773.63	770.97	
	791 - DDA TIFA DISTRICT			305.89	0.00	
	801 - PLANNING/ZONING/COMMUNITY DE			469.43	358.09	
	806 - BLDG OP/REPL			39,143.58	39,043.60	
	932 - MOTOR VEHICLE			72,428.97	72,314.09	
	958 - CAPITAL FUND EXPENSES			1,920.00	1,920.00	

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status
Vendor 001968 - CHAIN O LAKES:						
1927 14632	CHAIN O LAKES SHRINK WRAP SIGNS 594-544-930-000	11/12/2022 Diana Anderson	12/06/2022	556.00	556.00	Open
	REPAIRS AND MAINTENANCE			556.00		
	Total for vendor 001968 - CHAIN O LAKES:			556.00	556.00	
Vendor 001504 - CHARTER COMMUNICATIONS:						
42917111122 14629	CHARTER COMMUNICATIONS SERVICE 594-544-854-000	11/11/2022 Diana Anderson	12/05/2022	149.98	0.00	Paid
	TV/CABLE/INTERNET FEES			149.98		
	Total for vendor 001504 - CHARTER COMMUNICATIONS:			149.98	0.00	
Vendor 002756 - DELTA DENTAL:						
RIS0004541250 14628	DELTA DENTAL DECEMBER 2022 COVERAGE 594-544-716-000	12/01/2022 Diana Anderson	12/05/2022	31.39	0.00	Paid
	HEALTH INSURANCE			31.39		
	Total for vendor 002756 - DELTA DENTAL:			31.39	0.00	
Vendor 000569 - MML WORKERS COMP FUND:						
5880206 14630	MML WORKERS COMP FUND 3RD QUARTER WORKERS COMP PMT 594-544-720-000	11/18/2022 Diana Anderson	12/06/2022	966.89	966.89	Open
	WORKER'S COMPENSATION			966.89		
8495206 14636	MML WORKERS COMP FUND PAYROLL AUDIT 7/1/21 - 7/1/22 594-544-720-000	11/30/2022 Diana Anderson	12/06/2022	154.07	154.07	Open
	WORKER'S COMPENSATION			154.07		
	Total for vendor 000569 - MML WORKERS COMP FUND:			1,120.96	1,120.96	
Vendor 002791 - NET EXPRESS VOIP:						
4841221123 14627	NET EXPRESS VOIP DECEMBER 2022 SERVICES 594-544-853-000	11/23/2022 Diana Anderson	12/06/2022	52.18	52.18	Open
	PHONE/CELL/LONG DISTANCE			52.18		
	Total for vendor 002791 - NET EXPRESS VOIP:			52.18	52.18	
Vendor 001763 - WEX BANK:						
85151274 14631	WEX BANK FUEL 594-544-751-000	11/23/2022 Diana Anderson	12/06/2022	75.08	75.08	Open
	FUEL			75.08		
	Total for vendor 001763 - WEX BANK:			75.08	75.08	
Vendor 000213 - WINDEMULLER ELECTRIC INC:						
222829 14591	WINDEMULLER ELECTRIC INC ANNUAL MARINA INSPECTIONS 594-544-930-000	09/13/2022 Diana Anderson	12/06/2022	1,571.60	1,571.60	Open
	REPAIRS AND MAINTENANCE			1,571.60		
	Total for vendor 000213 - WINDEMULLER ELECTRIC INC:			1,571.60	1,571.60	

INVOICE REGISTER REPORT FOR ELK RAPIDS VILLAGE
EXP CHECK RUN DATES 12/05/2022 - 12/06/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: HARBR

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status
Inv Ref#	Description	Entered By				
	GL Distribution					
# of Invoices:	8	# Due:	6	Totals:	3,557.19	3,375.82
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:				<hr/>	<hr/>	
				3,557.19	3,375.82	
--- TOTALS BY FUND ---						
	594 - HARBOR			3,557.19	3,375.82	
--- TOTALS BY DEPT/ACTIVITY ---						
	544 - HARBOR			3,557.19	3,375.82	

PAYROLL FOR: DECEMBER 1, 2022

Pay Period: November 12 - November 25

Wages - General	\$	36,915.03
Wages - Harbor	\$	4,185.33
HSA		\$150.00
Garnishment	\$	62.50
Vantage Point	\$	259.52
IRS	\$	14,999.61
State of MI	\$	-
MERS	\$	-
Alerus	\$	-
Police Union	\$	-
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Total	\$	56,571.99

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-403-000	TAXES/REAL PROPERTY	1,125,964.00	1,125,777.25	6,729.40	186.75
101-000-404-000	TAXES/PERSONAL	34,830.00	27,690.19	0.00	7,139.81
101-000-451-000	PERMITS & LICENSES	6,500.00	3,800.00	170.00	2,700.00
101-000-487-000	TRAILER TAX FEE	380.00	335.75	0.00	44.25
101-000-521-000	OVER & SHORT	0.00	(18.69)	0.00	18.69
101-000-572-000	PA 302/POLICE/REV SHARING/TRAIN	400.00	5.50	0.00	394.50
101-000-573-050	LOCAL COMMUNITY STABILIZATION A	0.00	23,103.98	0.00	(23,103.98)
101-000-576-000	LIQUOR LICENSE TAX	4,000.00	4,452.80	0.00	(452.80)
101-000-577-000	CVTRS	8,500.00	6,583.00	0.00	1,917.00
101-000-577-200	CONSTITUTION RS SALES TAX	150,000.00	111,876.00	0.00	38,124.00
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	16,800.00	18,317.23	106.69	(1,517.23)
101-000-620-000	REAL PROPERTY PENALTY CHARGED	2,500.00	809.49	282.41	1,690.51
101-000-627-000	COPIER FEES	800.00	975.72	268.88	(175.72)
101-000-628-000	MEETING ROOM FEES	225.00	190.00	0.00	35.00
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	1,600.00	2,507.67	230.00	(907.67)
101-000-661-000	COUNTY APPEARANCE TICKETS	2,000.00	1,765.01	310.00	234.99
101-000-671-550	STRB WAIT LIST FEE	100.00	100.00	0.00	0.00
101-000-671-600	SHORT TERM RENTAL - LICENSING F	16,775.00	7,250.00	5,500.00	9,525.00
101-000-671-650	SHORT TERM RENTAL - REGISTRATIO	0.00	270.00	0.00	(270.00)
101-000-672-000	INTEREST	1,500.00	6,616.99	0.00	(5,116.99)
101-000-673-000	FROM/HARBOR/594/ WAGES	64,666.00	0.00	0.00	64,666.00
101-000-676-000	FR/202/203/228/590/594/595/661/	20,100.00	14,500.00	0.00	5,600.00
101-000-677-150	FROM/WATER OP/595/TOWER LEASE	15,000.00	0.00	0.00	15,000.00
101-000-688-000	FROM/DDA/791/TAX TRANSFERS	4,374.00	10,664.36	0.00	(6,290.36)
101-000-693-100	INSURANCE REFUND	3,100.00	0.00	0.00	3,100.00
101-000-694-000	MISC REVENUE	0.00	3,573.95	0.00	(3,573.95)
101-000-694-001	PARKS AND REC - FEES/DUES	0.00	2,500.00	0.00	(2,500.00)
101-000-696-200	PBT - POLICE REVENUE	250.00	650.00	90.00	(400.00)
101-000-699-000	PRIOR YR/ENDING CASH BALANCE	915,000.00	0.00	0.00	915,000.00
Total Dept 000		2,395,364.00	1,374,296.20	13,687.38	1,021,067.80
TOTAL REVENUES		2,395,364.00	1,374,296.20	13,687.38	1,021,067.80
Expenditures					
Dept 172 - VILLAGE MANAGER					
101-172-700-000	SALARY & WAGES	36,733.00	32,584.75	4,245.32	4,148.25
101-172-715-000	SOCIAL SECURITY	2,810.00	2,492.68	324.75	317.32
101-172-716-000	HEALTH INSURANCE	6,330.00	5,649.74	657.64	680.26
101-172-718-000	RETIREMENT	5,406.00	4,840.78	589.97	565.22
101-172-719-000	SICK & ACCIDENT BENEFIT	642.00	410.56	49.25	231.44
101-172-720-000	WORKER'S COMP	72.00	(267.72)	0.00	339.72
101-172-758-000	DUES & FEES	1,800.00	1,518.12	497.94	281.88
101-172-853-000	PHONE	400.00	164.25	18.22	235.75
101-172-864-000	TRAINING/CONFERENCES	2,800.00	2,186.89	776.33	613.11
Total Dept 172 - VILLAGE MANAGER		56,993.00	49,580.05	7,159.42	7,412.95
Dept 216 - GENERAL SERVICES					
101-216-700-000	SALARY & WAGES	28,800.00	17,910.00	2,340.00	10,890.00
101-216-715-000	SOCIAL SECURITY	2,203.00	1,370.10	179.01	832.90
101-216-720-000	WORKER'S COMPENSATION	32.00	(281.67)	0.00	313.67
101-216-731-000	COPIES - GOVT BLDG	4,000.00	4,907.99	499.40	(907.99)
101-216-741-000	COUNCIL CHAMBER EQUIPMENT	14,500.00	5,221.15	619.50	9,278.85
101-216-758-000	DUES & FEES	3,000.00	1,765.31	0.00	1,234.69
101-216-759-000	COUNCIL CHAMBER (OLD/NEW) MAINT	1,500.00	1,170.00	120.00	330.00
101-216-801-000	ATTORNEY	15,000.00	11,390.20	0.00	3,609.80
101-216-803-000	AUDITOR	4,500.00	9,876.00	2,900.00	(5,376.00)
101-216-804-000	PROFESSIONAL SERVICES	10,000.00	2,200.00	0.00	7,800.00
101-216-818-000	CONTRACTUAL SERVICES	15,500.00	4,333.96	0.00	11,166.04
101-216-818-500	SOFTWARE SUPPORT	12,800.00	14,804.30	0.00	(2,004.30)
101-216-864-000	TRAINING/CONFERENCES	8,000.00	1,105.13	62.55	6,894.87
101-216-879-000	EMPLOYEE APPRECIATION EVENT	500.00	0.00	0.00	500.00
101-216-880-000	COMMUNITY PROMOTION	2,500.00	2,293.17	0.00	206.83
101-216-885-000	GREEN ER	1,000.00	1,000.00	0.00	0.00
101-216-900-000	PRINTING/PUBLICATION	5,000.00	3,620.50	0.00	1,379.50
101-216-900-100	UPDATE ORDINANCES	7,000.00	5,066.00	0.00	1,934.00
101-216-910-000	INSURANCE/LIABILITY	12,500.00	0.00	0.00	12,500.00
101-216-965-100	TO 296 - BLDG CAPITAL	50,000.00	50,000.00	0.00	0.00
101-216-968-000	TO/DDA TIFA/791/D2	48,386.00	46,503.63	0.00	1,882.37
101-216-969-000	TO/DDA TIFA/791/D3	36,938.00	48,213.48	0.00	(11,275.48)
101-216-998-000	TO/BLDG OP/296/VILLAGE OP	84,500.00	104,239.71	2,441.71	(19,739.71)

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 101 - GENERAL FUND					
Expenditures					
Total Dept 216 - GENERAL SERVICES		368,159.00	336,708.96	9,162.17	31,450.04
Dept 260 - OFFICE ADMINISTRATION					
101-260-700-000	SALARY & WAGES	72,725.00	68,801.80	8,809.01	3,923.20
101-260-715-000	SOCIAL SECURITY	5,563.00	5,263.10	673.89	299.90
101-260-716-000	HEALTH INSURANCE	24,675.00	24,874.87	2,952.06	(199.87)
101-260-718-000	RETIREMENT BENEFIT	7,135.00	7,797.19	866.44	(662.19)
101-260-719-000	SICK & ACCIDENT BENEFIT	1,517.00	1,234.09	146.56	282.91
101-260-720-000	WORKER'S COMP	135.00	(231.25)	0.00	366.25
101-260-730-000	POSTAGE	5,000.00	3,627.73	1,000.00	1,372.27
101-260-741-000	OFFICE/COMPUTER EQUIPMENT	2,250.00	1,090.65	0.00	1,159.35
101-260-757-000	SUPPLIES	5,000.00	3,724.08	203.86	1,275.92
101-260-758-000	DUES & FEES	500.00	615.48	0.00	(115.48)
101-260-818-000	CONTRACTUAL/AGREEMENTS	4,000.00	2,163.88	10.00	1,836.12
101-260-853-000	PHONE	3,200.00	3,185.13	36.40	14.87
101-260-855-000	SOFTWARE	2,500.00	2,126.91	0.00	373.09
101-260-864-000	TRAINING/CONFERENCES	5,500.00	5,735.74	528.34	(235.74)
101-260-865-000	EDUCATIONAL REIMBURSEMENT	2,000.00	2,000.00	0.00	0.00
101-260-900-000	PRINTING & PUBLISHING	3,000.00	3,398.40	0.00	(398.40)
101-260-910-000	INSURANCE/LIABILITY	900.00	0.00	0.00	900.00
101-260-930-000	REPAIRS & MAINTENANCE	100.00	0.00	0.00	100.00
101-260-956-000	MISCELLANEOUS	350.00	63.06	0.00	286.94
Total Dept 260 - OFFICE ADMINISTRATION		146,050.00	135,470.86	15,226.56	10,579.14
Dept 300 - POLICE					
101-300-700-000	SALARY & WAGES	308,643.00	229,871.41	27,410.04	78,771.59
101-300-701-000	OVERTIME	12,400.00	845.55	0.00	11,554.45
101-300-715-000	SOCIAL SECURITY	23,611.00	17,659.01	2,096.87	5,951.99
101-300-716-000	HEALTH INSURANCE	36,919.00	33,942.11	3,814.00	2,976.89
101-300-718-000	RETIREMENT	30,699.00	24,054.17	2,683.76	6,644.83
101-300-719-000	SICK & ACCIDENT BENEFIT	4,776.00	3,659.77	386.66	1,116.23
101-300-720-000	WORKER'S COMP	3,740.00	1,460.59	0.00	2,279.41
101-300-724-000	UNIFORM REPLACEMENT	2,800.00	183.32	0.00	2,616.68
101-300-725-000	UNIFORM CLEAN ALLOWANCE	200.00	0.00	0.00	200.00
101-300-727-000	SUPPLIES/OFFICE	500.00	33.99	0.00	466.01
101-300-730-000	POSTAGE	30.00	9.60	0.00	20.40
101-300-741-000	OFFICE/COMPUTER EQUIPMENT	1,500.00	0.00	0.00	1,500.00
101-300-751-000	FUEL	7,000.00	6,953.18	0.00	46.82
101-300-757-000	SUPPLIES	3,300.00	495.29	13.99	2,804.71
101-300-758-000	DUES & FEES	300.00	257.38	0.00	42.62
101-300-759-000	MAINT/SUPPLIES/POLICE BLDG	4,200.00	2,889.00	280.00	1,311.00
101-300-801-000	ATTY/CIVIL INFRACTIONS	500.00	0.00	0.00	500.00
101-300-818-100	DOT TESTING	525.00	48.00	0.00	477.00
101-300-818-150	CONTRACTUAL	5,400.00	3,616.58	0.00	1,783.42
101-300-818-500	SOFTWARE SUPPORT	1,500.00	1,428.33	0.00	71.67
101-300-853-000	PHONE	3,900.00	2,225.79	81.12	1,674.21
101-300-864-000	TRAINING/CONFERENCES	2,000.00	584.20	0.00	1,415.80
101-300-864-100	TRAINING/PA 302	674.00	0.00	0.00	674.00
101-300-900-000	PRINTING/PUBLICATION	2,500.00	0.00	0.00	2,500.00
101-300-910-000	INSURANCE/LIABILITY	9,000.00	(1,440.00)	0.00	10,440.00
101-300-920-000	UTILITIES	5,500.00	3,671.63	381.41	1,828.37
101-300-930-000	REPAIR & MAINTENANCE/CAR	6,000.00	2,224.02	373.79	3,775.98
101-300-940-100	TO/EQUIPMENT REPLACEMENT/661/PO:	27,000.00	27,000.00	(337.27)	0.00
101-300-956-000	MISCELLANEOUS	500.00	(10.00)	0.00	510.00
101-300-956-300	PUBLIC RELATIONS	200.00	0.00	0.00	200.00
101-300-978-000	CAPITAL OUTLAY/IMPROVEMENTS	17,000.00	0.00	0.00	17,000.00
Total Dept 300 - POLICE		522,817.00	361,662.92	37,184.37	161,154.08
Dept 690 - DPW GENERAL FUND					
101-690-700-000	SALARY & WAGES	87,164.00	54,338.52	8,483.36	32,825.48
101-690-701-000	OVERTIME	2,500.00	1,143.06	601.77	1,356.94
101-690-715-000	SOCIAL SECURITY	6,668.00	4,228.50	695.05	2,439.50
101-690-716-000	HEALTH INSURANCE	22,937.00	14,429.29	1,619.68	8,507.71
101-690-718-000	RETIREMENT	8,716.00	5,602.28	909.19	3,113.72
101-690-719-000	SICK & ACCIDENT	1,328.00	963.01	102.15	364.99
101-690-720-000	WORKER'S COMP	1,653.00	461.36	0.00	1,191.64
101-690-724-000	UNIFORM REPLACEMENT	1,800.00	965.77	110.19	834.23
101-690-757-000	SUPPLIES	12,000.00	13,570.24	975.94	(1,570.24)
101-690-760-000	BACKFLOW TEST	1,000.00	0.00	0.00	1,000.00
101-690-818-000	CONTRACTUAL SERVICES	37,700.00	23,070.01	45.50	14,629.99
101-690-818-100	CONTRACT SERV GMOSE	2,000.00	240.00	240.00	1,760.00
101-690-818-500	SOFTWARE SUPPORT	2,500.00	1,574.46	0.00	925.54

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 101 - GENERAL FUND					
Expenditures					
101-690-853-000	PHONE/TV/INTERNET	600.00	772.64	30.68	(172.64)
101-690-910-000	INSURANCE/LIABILITY	1,900.00	0.00	0.00	1,900.00
101-690-920-000	UTILITIES	17,000.00	14,229.19	1,019.94	2,770.81
101-690-930-000	REPAIRS/MAINTENANCE	13,500.00	12,983.46	4.92	516.54
101-690-932-000	ISLAND PROPERTY MAINTENACE	100,000.00	334.22	0.00	99,665.78
101-690-940-000	TO/MOTOR VEHICLE/661	9,000.00	9,000.00	0.00	0.00
101-690-956-000	MISCELLANEOUS	500.00	257.45	0.00	242.55
101-690-956-150	DOWNTOWN DECORATIONS	25,000.00	11,664.46	11,664.46	13,335.54
Total Dept 690 - DPW GENERAL FUND		355,466.00	169,827.92	26,502.83	185,638.08
Dept 692 - BEAUTIFICATION DEPT					
101-692-700-000	SALARY & WAGES	3,720.00	1,369.92	58.51	2,350.08
101-692-715-000	SOCIAL SECURITY	285.00	104.75	4.47	180.25
101-692-716-000	HEALTH INSURANCE	1,689.00	1,264.41	140.49	424.59
101-692-718-000	RETIREMENT	372.00	135.81	4.66	236.19
101-692-719-000	SICK & ACCIDENT BENEFIT	74.00	48.34	4.94	25.66
101-692-720-000	WORKER'S COMP	59.00	(259.72)	0.00	318.72
101-692-757-000	TREES/PLANTINGS/HARDWARE	8,200.00	6,517.53	2,125.38	1,682.47
101-692-818-000	CONTRACTUAL	7,600.00	2,214.15	977.85	5,385.85
101-692-818-100	GARDEN CLUB	5,000.00	4,982.84	0.00	17.16
101-692-900-000	PRINTING/PUBLICATION	300.00	402.00	0.00	(102.00)
Total Dept 692 - BEAUTIFICATION DEPT		27,299.00	16,780.03	3,316.30	10,518.97
Dept 694 - PARKS & RECREATION					
101-694-700-000	WAGES	6,910.00	3,807.75	216.05	3,102.25
101-694-715-000	SOCIAL SECURITY	376.00	291.24	16.50	84.76
101-694-716-000	HEALTH INSURANCE	663.00	324.11	30.44	338.89
101-694-718-000	RETIREMENT	491.00	145.83	17.69	345.17
101-694-719-000	SICK & ACCIDENT BENEFIT	69.00	73.61	8.74	(4.61)
101-694-720-000	WORKER'S COMP	76.00	(255.91)	0.00	331.91
101-694-757-000	SUPPLIES	500.00	0.00	0.00	500.00
101-694-818-000	CONTRACTUAL/PROF SVCS	7,200.00	2,854.97	2,854.97	4,345.03
101-694-880-000	RECREATION PROGRAMMING/FUNDRAIS	4,000.00	1,467.08	0.00	2,532.92
101-694-970-350	TRAIL PROJECTS	2,500.00	0.00	0.00	2,500.00
101-694-977-500	TO/GEN CAP/401/P&R PROJECTS	40,000.00	40,000.00	0.00	0.00
Total Dept 694 - PARKS & RECREATION		62,785.00	48,708.68	3,144.39	14,076.32
Dept 801 - PLANNING/ZONING/COMMUNITY DEV ADMIN					
101-801-700-000	SALARY & WAGES	57,801.00	42,037.41	4,812.21	15,763.59
101-801-715-000	SOCIAL SECURITY	4,422.00	3,215.86	368.14	1,206.14
101-801-716-000	HEALTH INSURANCE	25,034.00	18,720.20	2,079.81	6,313.80
101-801-718-000	RETIREMENT	5,671.00	4,190.49	467.97	1,480.51
101-801-719-000	SICK & ACCIDENT	1,079.00	782.23	81.00	296.77
101-801-720-000	WORKERS COMP	175.00	(213.11)	0.00	388.11
101-801-727-000	OFFICE SUPPLIES	500.00	498.77	14.99	1.23
101-801-728-100	HOUSING TASK FORCE	50,000.00	(43,457.00)	116.50	93,457.00
101-801-741-000	OFFICE/COMPUTER EQUIPMENT	200.00	149.00	0.00	51.00
101-801-801-000	ATTORNEY	3,000.00	2,709.00	0.00	291.00
101-801-801-009	SHORT TERM RENTAL ENFORCEMENT	11,500.00	10,608.51	0.00	891.49
101-801-803-000	PROFESSIONAL SERVICES	4,000.00	2,097.96	0.00	1,902.04
101-801-818-250	MASTER PLAN PROF SERVICES	5,000.00	0.00	0.00	5,000.00
101-801-853-000	PHONE/ZONING ADMSTR	550.00	354.13	40.56	195.87
101-801-864-000	TRAINING/CONFERENCES	5,000.00	4,043.67	528.76	956.33
101-801-900-000	PRINTING/PUBLISHING	900.00	976.00	0.00	(76.00)
101-801-900-100	UPDATE ZONING ORDINANCE	9,000.00	5,000.00	0.00	4,000.00
101-801-902-000	PRINTING/ZONING MAPS	5,000.00	3,835.26	0.00	1,164.74
101-801-910-000	INSURANCE/LIABILITY	680.00	0.00	0.00	680.00
Total Dept 801 - PLANNING/ZONING/COMMUNITY DEV ADMIN		189,512.00	55,548.38	8,509.94	133,963.62
TOTAL EXPENDITURES		1,729,081.00	1,174,287.80	110,205.98	554,793.20
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		2,395,364.00	1,374,296.20	13,687.38	1,021,067.80
TOTAL EXPENDITURES		1,729,081.00	1,174,287.80	110,205.98	554,793.20
NET OF REVENUES & EXPENDITURES		666,283.00	200,008.40	(96,518.60)	466,274.60

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 202 - MAJOR STREET					
Revenues					
Dept 000					
202-000-569-000	GAS & WEIGHT TAX	170,000.00	147,295.80	0.00	22,704.20
202-000-672-000	INTEREST	300.00	1,625.58	0.00	(1,325.58)
202-000-691-101	FROM/MUNI ST/204	50,000.00	50,000.00	0.00	0.00
202-000-695-000	REFUND/STATE/SNOW/REMOVAL	25,000.00	0.00	0.00	25,000.00
202-000-699-000	PRIOR YR/ENDING CASH BALANCE	275,000.00	0.00	0.00	275,000.00
Total Dept 000		520,300.00	198,921.38	0.00	321,378.62
TOTAL REVENUES		520,300.00	198,921.38	0.00	321,378.62
Expenditures					
Dept 463 - MAINTENANCE					
202-463-700-000	SALARY & WAGES	64,725.00	32,260.08	2,958.16	32,464.92
202-463-701-000	OVERTIME WAGES	1,250.00	586.12	259.80	663.88
202-463-715-000	SOCIAL SECURITY	4,951.00	2,498.06	246.20	2,452.94
202-463-716-000	HEALTH INSURANCE	18,108.00	11,599.31	1,358.26	6,508.69
202-463-718-000	RETIREMENT	6,881.00	3,799.16	327.33	3,081.84
202-463-719-000	SICK & ACCIDENT	1,071.00	607.94	66.47	463.06
202-463-720-000	WORKER'S COMPENSATION	861.00	97.46	0.00	763.54
202-463-724-000	UNIFORM REPLACEMENT	1,200.00	965.77	110.20	234.23
202-463-757-000	SUPPLIES	500.00	416.85	0.00	83.15
202-463-803-000	AUDITOR SERVICE	1,030.00	1,030.00	0.00	0.00
202-463-817-000	SIGNS/REHAB	2,000.00	181.27	181.27	1,818.73
202-463-818-010	CONTRACTED WORK	7,000.00	0.00	0.00	7,000.00
202-463-818-500	COMPUTER/HARDWARE MAINTENANCE	940.00	938.47	0.00	1.53
202-463-818-550	SOFTWARE SUPPORT	600.00	1,023.68	0.00	(423.68)
202-463-819-000	TREE MAINTENANCE	5,500.00	5,290.00	0.00	210.00
202-463-853-000	PHONE/TV/INTERNET	300.00	342.30	30.68	(42.30)
202-463-910-000	INSURANCE/LIABILITY	680.00	0.00	0.00	680.00
202-463-930-000	REPAIRS & MAINTENANCE	158,000.00	2,990.91	12.59	155,009.09
202-463-931-000	STREET PAINTING	5,000.00	513.20	0.00	4,486.80
202-463-965-200	TO/GEN/101/ADMIN	2,800.00	2,800.00	0.00	0.00
Total Dept 463 - MAINTENANCE		283,397.00	67,940.58	5,550.96	215,456.42
Dept 478 - WINTER EXP					
202-478-700-000	SALARY & WAGES	30,632.00	9,716.13	820.93	20,915.87
202-478-701-000	OVERTIME	1,250.00	534.29	0.00	715.71
202-478-715-000	SOCIAL SECURITY	2,363.00	784.06	62.79	1,578.94
202-478-716-000	HEALTH INSURANCE	7,272.00	4,483.61	489.23	2,788.39
202-478-718-000	RETIREMENT	3,063.00	983.88	56.60	2,079.12
202-478-719-000	SICK & ACCIDENT	458.00	365.19	41.84	92.81
202-478-720-000	WORKER'S COMPENSATION	567.00	(28.57)	0.00	595.57
202-478-757-000	SUPPLIES	10,000.00	2,831.31	992.09	7,168.69
Total Dept 478 - WINTER EXP		55,605.00	19,669.90	2,463.48	35,935.10
TOTAL EXPENDITURES		339,002.00	87,610.48	8,014.44	251,391.52
Fund 202 - MAJOR STREET:					
TOTAL REVENUES		520,300.00	198,921.38	0.00	321,378.62
TOTAL EXPENDITURES		339,002.00	87,610.48	8,014.44	251,391.52
NET OF REVENUES & EXPENDITURES		181,298.00	111,310.90	(8,014.44)	69,987.10

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 203 - LOCAL STREET					
Revenues					
Dept 000					
203-000-569-000	GAS & WEIGHT TAX	70,000.00	64,483.26	0.00	5,516.74
203-000-672-000	INTEREST	250.00	792.70	0.00	(542.70)
203-000-680-000	TOWNSHIP/CONT/STREET REPAIR	5,000.00	0.00	0.00	5,000.00
203-000-691-102	FROM/MUNI ST/204	100,000.00	100,000.00	0.00	0.00
203-000-695-000	REFUND/STATE/SNOW/REMOVAL	15,000.00	0.00	0.00	15,000.00
203-000-699-000	PRIOR YR/ENDING CASH BALANCE	135,000.00	0.00	0.00	135,000.00
Total Dept 000		325,250.00	165,275.96	0.00	159,974.04
TOTAL REVENUES		325,250.00	165,275.96	0.00	159,974.04
Expenditures					
Dept 463 - MAINTENANCE					
203-463-700-000	SALARY & WAGES	64,725.00	32,012.24	3,982.69	32,712.76
203-463-701-000	OVERTIME	1,250.00	255.84	139.02	994.16
203-463-715-000	SOCIAL SECURITY	4,951.00	2,453.68	315.34	2,497.32
203-463-716-000	HEALTH INSURANCE	18,108.00	11,599.31	1,358.26	6,508.69
203-463-718-000	RETIREMENT	6,881.00	3,484.15	430.61	3,396.85
203-463-719-000	SICK & ACCIDENT	1,071.00	607.92	66.47	463.08
203-463-720-000	WORKER'S COMPENSATION	861.00	97.46	0.00	763.54
203-463-724-000	UNIFORM REPLACEMENT	1,200.00	965.76	110.19	234.24
203-463-757-000	SUPPLIES	500.00	0.00	0.00	500.00
203-463-803-000	AUDITOR SERVICES	1,030.00	1,030.00	0.00	0.00
203-463-817-000	SIGN UPDATE	1,000.00	0.00	0.00	1,000.00
203-463-818-550	PROF SVC/SOFTWARE/SUPPORT	1,500.00	1,962.15	0.00	(462.15)
203-463-819-000	TREE MAINTENANCE	9,000.00	5,290.00	0.00	3,710.00
203-463-820-150	DUST CONTROL/ALLEY	4,000.00	0.00	0.00	4,000.00
203-463-853-000	PHONE/TV/INTERNET	300.00	333.96	30.69	(33.96)
203-463-910-000	INSURANCE/LIABILITY	680.00	0.00	0.00	680.00
203-463-930-000	REPAIRS & MAINTENANCE	85,000.00	115.91	12.59	84,884.09
203-463-931-000	STREET PAINTING	2,000.00	513.20	0.00	1,486.80
203-463-965-200	TO/GEN/101/ADMIN	2,800.00	2,800.00	0.00	0.00
Total Dept 463 - MAINTENANCE		206,857.00	63,521.58	6,445.86	143,335.42
Dept 478 - WINTER EXP					
203-478-700-000	SALARY & WAGES	30,658.00	6,998.47	882.00	23,659.53
203-478-701-000	OVERTIME WAGES	1,250.00	338.78	0.00	911.22
203-478-715-000	SOCIAL SECURITY	2,345.00	561.24	67.46	1,783.76
203-478-716-000	HEALTH INSURANCE	7,287.00	4,504.54	492.18	2,782.46
203-478-718-000	RETIREMENT	3,066.00	701.49	63.77	2,364.51
203-478-719-000	SICK & ACCIDENT	458.00	359.26	39.20	98.74
203-478-720-000	WORKER'S COMP	569.00	(8.71)	0.00	577.71
203-478-757-000	SUPPLIES	8,000.00	2,340.05	992.09	5,659.95
Total Dept 478 - WINTER EXP		53,633.00	15,795.12	2,536.70	37,837.88
TOTAL EXPENDITURES		260,490.00	79,316.70	8,982.56	181,173.30
Fund 203 - LOCAL STREET:					
TOTAL REVENUES		325,250.00	165,275.96	0.00	159,974.04
TOTAL EXPENDITURES		260,490.00	79,316.70	8,982.56	181,173.30
NET OF REVENUES & EXPENDITURES		64,760.00	85,959.26	(8,982.56)	(21,199.26)

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 204 - MUNICIPAL STREETS					
Revenues					
Dept 000					
204-000-403-000	TAXES/REAL PROPERTY	439,570.00	450,236.21	2,691.29	(10,666.21)
204-000-404-000	TAXES/PERSONAL	13,595.00	11,066.09	0.00	2,528.91
204-000-672-000	INTEREST	300.00	3,948.06	0.00	(3,648.06)
204-000-688-000	FROM/DDA/791/TAX TRANSFERS	1,706.00	4,265.08	0.00	(2,559.08)
204-000-699-000	PRIOR YR/ENDING CASH BALANCE	350,000.00	0.00	0.00	350,000.00
Total Dept 000		805,171.00	469,515.44	2,691.29	335,655.56
TOTAL REVENUES		805,171.00	469,515.44	2,691.29	335,655.56
Expenditures					
Dept 450 - MUNICIPAL STREET					
204-450-926-000	STREET LIGHTING EXPENSE	28,000.00	21,630.71	2,417.99	6,369.29
204-450-927-000	STREET LIGHTING REPAIRS	25,000.00	81.99	0.00	24,918.01
204-450-940-000	TO/EQUIPMENT REPLACEMENT/661	100,000.00	100,000.00	0.00	0.00
204-450-956-000	MISCELLANEOUS	500.00	225.25	0.00	274.75
204-450-960-250	TO/MAJOR ST/202	50,000.00	50,000.00	0.00	0.00
204-450-961-000	SEWER/WATER PROJECT - STREET RE	125,000.00	0.00	0.00	125,000.00
204-450-966-000	TO/LOCAL ST/203	100,000.00	100,000.00	0.00	0.00
204-450-968-000	TO/DDA TIFA/791/D2	18,216.00	18,598.33	0.00	(382.33)
204-450-969-000	TO/DDA TIFA/791/D3	13,905.00	19,281.66	0.00	(5,376.66)
204-450-974-000	TR TO 401 DPW GARAGE/SIDEWALKS	50,000.00	50,000.00	0.00	0.00
204-450-977-000	AMES ST STREETScape	65,000.00	0.00	0.00	65,000.00
204-450-977-350	DOWNTOWN STREETScape	35,000.00	0.00	0.00	35,000.00
204-450-992-000	BOND PRINCIPAL	30,000.00	30,000.00	0.00	0.00
204-450-996-100	BOND INTEREST	2,025.00	2,024.51	0.00	0.49
Total Dept 450 - MUNICIPAL STREET		642,646.00	391,842.45	2,417.99	250,803.55
TOTAL EXPENDITURES		642,646.00	391,842.45	2,417.99	250,803.55
Fund 204 - MUNICIPAL STREETS:					
TOTAL REVENUES		805,171.00	469,515.44	2,691.29	335,655.56
TOTAL EXPENDITURES		642,646.00	391,842.45	2,417.99	250,803.55
NET OF REVENUES & EXPENDITURES		162,525.00	77,672.99	273.30	84,852.01

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 228 - WASTE COLLECTION					
Revenues					
Dept 000					
228-000-403-000	TAXES/REAL PROPERTY	192,739.00	220,380.69	1,256.38	(27,641.69)
228-000-404-000	TAXES/PERSONAL	5,960.00	5,162.96	0.00	797.04
228-000-653-000	COMPACTOR BAGS/PASS FEES	35,000.00	24,185.00	0.00	10,815.00
228-000-672-000	INTEREST	125.00	148.75	0.00	(23.75)
228-000-688-000	FROM/DDA/791/TAX TRANSFERS	756.00	1,991.12	0.00	(1,235.12)
228-000-699-000	PRIOR YR/ENDING CASH BALANCE	95,000.00	0.00	0.00	95,000.00
Total Dept 000		329,580.00	251,868.52	1,256.38	77,711.48
TOTAL REVENUES		329,580.00	251,868.52	1,256.38	77,711.48
Expenditures					
Dept 526 - COMPACTOR					
228-526-700-000	SALARY & WAGES	47,744.00	25,369.66	2,328.96	22,374.34
228-526-701-000	OVERTIME	2,000.00	1,692.83	0.00	307.17
228-526-715-000	SOCIAL SECURITY	3,652.00	2,143.99	178.11	1,508.01
228-526-716-000	HEALTH INSURANCE	10,485.00	9,731.48	941.76	753.52
228-526-718-000	RETIREMENT	3,404.00	2,042.41	183.40	1,361.59
228-526-719-000	SICK & ACCIDENT	540.00	295.96	27.68	244.04
228-526-720-000	WORKER'S COMPENSATION	758.00	63.89	0.00	694.11
228-526-757-000	SUPPLIES	5,000.00	5,000.00	0.00	0.00
228-526-803-000	AUDITOR	230.00	230.00	0.00	0.00
228-526-818-000	CONTRACTUAL SERVICES	400.00	318.00	0.00	82.00
228-526-818-100	GMOSER SEPTIC SERVICE	700.00	285.00	0.00	415.00
228-526-818-150	CONTRACTUAL/AMERICAN/DUMPSTERS	4,800.00	2,885.47	404.60	1,914.53
228-526-818-200	CONTRACTUAL/AMERICAN WASTE	36,000.00	35,000.00	5,625.00	1,000.00
228-526-818-500	SOFTWARE SUPPORT	1,400.00	1,163.71	0.00	236.29
228-526-819-300	CONTRAC/SPRING CLEANUP/TRASH	24,500.00	24,442.60	0.00	57.40
228-526-820-250	PIT FEES/STUMPS/BRUSH	300.00	0.00	0.00	300.00
228-526-853-000	PHONE	400.00	408.31	39.63	(8.31)
228-526-900-000	PUBLICATION/PRINTING	400.00	160.00	0.00	240.00
228-526-910-000	INSURANCE/LIABILITY	850.00	0.00	0.00	850.00
228-526-920-000	UTILITIES	700.00	448.91	47.65	251.09
228-526-930-000	REPAIRS & MAINTENANCE	1,000.00	0.00	0.00	1,000.00
228-526-940-000	TO/EQUIPMENT REPLACEMENT/661	10,000.00	10,000.00	0.00	0.00
228-526-965-200	TO/GEN/FUND/101/ADMST	2,800.00	2,800.00	0.00	0.00
228-526-968-000	TO/DDA TIFA/791/D2	8,081.00	8,682.30	0.00	(601.30)
228-526-969-000	TO/DDA TIFA/791/D3	6,168.00	9,001.11	0.00	(2,833.11)
Total Dept 526 - COMPACTOR		172,312.00	142,165.63	9,776.79	30,146.37
Dept 932 - MOTOR VEHICLE					
228-932-968-450	DEPRECIATION EXPENSE	0.00	1,223.00	0.00	(1,223.00)
Total Dept 932 - MOTOR VEHICLE		0.00	1,223.00	0.00	(1,223.00)
TOTAL EXPENDITURES		172,312.00	143,388.63	9,776.79	28,923.37
Fund 228 - WASTE COLLECTION:					
TOTAL REVENUES		329,580.00	251,868.52	1,256.38	77,711.48
TOTAL EXPENDITURES		172,312.00	143,388.63	9,776.79	28,923.37
NET OF REVENUES & EXPENDITURES		157,268.00	108,479.89	(8,520.41)	48,788.11

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 296 - BLDG OP/REPL					
Revenues					
Dept 000					
296-000-588-000	TOWNSHIP OPERATIONS PAYMENT	84,500.00	24,238.21	2,441.71	60,261.79
296-000-588-200	FR 101 - BLDG CAPITAL	50,000.00	50,000.00	0.00	0.00
296-000-698-500	FR 101 - BLDG OPERATIONS	84,500.00	104,239.71	2,441.71	(19,739.71)
296-000-699-000	PRIOR YR/ENDING CASH BALANCE	35,000.00	0.00	0.00	35,000.00
Total Dept 000		254,000.00	178,477.92	4,883.42	75,522.08
TOTAL REVENUES		254,000.00	178,477.92	4,883.42	75,522.08
Expenditures					
Dept 806 - BLDG OP/REPL					
296-806-700-000	SALARY & WAGES	3,000.00	880.77	0.00	2,119.23
296-806-701-000	OVERTIME/GOV'T CNTR	50.00	0.00	0.00	50.00
296-806-715-000	SOCIAL SECURITY	230.00	67.41	0.00	162.59
296-806-718-000	RETIREMENT	300.00	88.08	0.00	211.92
296-806-757-000	SUPPLIES	2,500.00	880.75	0.00	1,619.25
296-806-818-000	CONTRACTUAL SERVICES	25,000.00	12,626.73	1,359.66	12,373.27
296-806-853-000	EMERGENCY PHONE LINE	1,200.00	899.82	99.98	300.18
296-806-910-000	INSURANCE & LIABILITY	1,800.00	1,771.00	0.00	29.00
296-806-920-000	UTILITY	25,000.00	23,266.70	2,509.07	1,733.30
296-806-922-000	UTILITY - WATER & SEWER	4,000.00	2,913.81	101.37	1,086.19
296-806-930-000	REPAIRS & MAINTENANCE	3,000.00	1,406.00	0.00	1,594.00
296-806-978-000	CAPITAL OUTLAY	97,000.00	4,161.50	0.00	92,838.50
Total Dept 806 - BLDG OP/REPL		163,080.00	48,962.57	4,070.08	114,117.43
TOTAL EXPENDITURES		163,080.00	48,962.57	4,070.08	114,117.43
Fund 296 - BLDG OP/REPL:					
TOTAL REVENUES		254,000.00	178,477.92	4,883.42	75,522.08
TOTAL EXPENDITURES		163,080.00	48,962.57	4,070.08	114,117.43
NET OF REVENUES & EXPENDITURES		90,920.00	129,515.35	813.34	(38,595.35)

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 303 - 2016 - 2017 WATER CONSTRUCTION FUND					
Revenues					
Dept 000					
303-000-699-000	PRIOR YR/ENDING CASH BALANCE	122,000.00	0.00	0.00	122,000.00
Total Dept 000		122,000.00	0.00	0.00	122,000.00
TOTAL REVENUES		122,000.00	0.00	0.00	122,000.00
Expenditures					
Dept 446 - CONSTRUCTION FUND EXPENDITURES					
303-446-931-100	VALVE REPAIR	122,000.00	0.00	0.00	122,000.00
Total Dept 446 - CONSTRUCTION FUND EXPENDITURES		122,000.00	0.00	0.00	122,000.00
TOTAL EXPENDITURES		122,000.00	0.00	0.00	122,000.00
Fund 303 - 2016 - 2017 WATER CONSTRUCTION FUND:					
TOTAL REVENUES		122,000.00	0.00	0.00	122,000.00
TOTAL EXPENDITURES		122,000.00	0.00	0.00	122,000.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 401 - GENERAL CAPITAL					
Revenues					
Dept 000					
401-000-487-100	METRO FEE	9,500.00	0.00	0.00	9,500.00
401-000-488-000	CABLE FRANCHISE FEES	38,000.00	19,047.84	0.00	18,952.16
401-000-672-000	INTEREST	250.00	2,928.40	0.00	(2,678.40)
401-000-677-000	FR 204 DPW GARAGE/SIDEWALKS	50,000.00	50,000.00	0.00	0.00
401-000-697-700	FROM/GEN/101/P&R PROJECTS	40,000.00	40,000.00	0.00	0.00
401-000-699-000	PRIOR YR/ENDING CASH BALANCE	125,000.00	0.00	0.00	125,000.00
Total Dept 000		262,750.00	111,976.24	0.00	150,773.76
TOTAL REVENUES		262,750.00	111,976.24	0.00	150,773.76
Expenditures					
Dept 958 - CAPITAL FUND EXPENSES					
401-958-958-000	BENCH/PICNIC TABLES	5,000.00	0.00	0.00	5,000.00
401-958-971-000	SIDEWALK CONST/REPAIR/REMOVAL	95,000.00	0.00	0.00	95,000.00
401-958-972-000	MEMORIAL PARK/REPAIR	70,000.00	0.00	0.00	70,000.00
401-958-974-300	PADDLE ANTRIM - ROTARTY PARK PR	40,000.00	0.00	0.00	40,000.00
401-958-978-799	DPW GARAGE UPGRADES	3,850.00	3,840.00	0.00	10.00
Total Dept 958 - CAPITAL FUND EXPENSES		213,850.00	3,840.00	0.00	210,010.00
TOTAL EXPENDITURES		213,850.00	3,840.00	0.00	210,010.00
Fund 401 - GENERAL CAPITAL :					
TOTAL REVENUES		262,750.00	111,976.24	0.00	150,773.76
TOTAL EXPENDITURES		213,850.00	3,840.00	0.00	210,010.00
NET OF REVENUES & EXPENDITURES		48,900.00	108,136.24	0.00	(59,236.24)

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 405 - SEWER CAPITAL					
Revenues					
Dept 000					
405-000-451-000	BENEFIT CHARGE	12,500.00	10,740.00	0.00	1,760.00
405-000-672-000	SEWER CAPITAL INTEREST	400.00	2,273.76	0.00	(1,873.76)
405-000-691-105	FROM/SEWER OP/590/PUMP	25,000.00	0.00	0.00	25,000.00
405-000-698-150	FROM/SEWER OP/590	350,000.00	0.00	0.00	350,000.00
405-000-699-000	PRIOR YR/ENDING CASH BALANCE	568,278.00	0.00	0.00	568,278.00
Total Dept 000		956,178.00	13,013.76	0.00	943,164.24
TOTAL REVENUES		956,178.00	13,013.76	0.00	943,164.24
Expenditures					
Dept 958 - CAPITAL FUND EXPENSES					
405-958-802-000	ENGINEERING	15,000.00	10,530.00	0.00	4,470.00
405-958-802-500	WWTP IMPR PROJECT	70,000.00	0.00	0.00	70,000.00
405-958-977-300	CAPITAL OUTLAY/SOLAR PANELS	21,120.00	17,289.00	0.00	3,831.00
405-958-981-200	CAPITAL OUTLAY/PUMPS	40,000.00	12,968.00	0.00	27,032.00
405-958-986-200	SEWER SYSTEM UPGR - MISC PIPE I	100,000.00	4,245.00	4,245.00	95,755.00
405-958-988-200	LIFT STATION	20,000.00	0.00	0.00	20,000.00
405-958-989-200	WWTP EQUIPMENT UPGRADES	7,000.00	3,189.69	0.00	3,810.31
Total Dept 958 - CAPITAL FUND EXPENSES		273,120.00	48,221.69	4,245.00	224,898.31
TOTAL EXPENDITURES		273,120.00	48,221.69	4,245.00	224,898.31
Fund 405 - SEWER CAPITAL :					
TOTAL REVENUES		956,178.00	13,013.76	0.00	943,164.24
TOTAL EXPENDITURES		273,120.00	48,221.69	4,245.00	224,898.31
NET OF REVENUES & EXPENDITURES		683,058.00	(35,207.93)	(4,245.00)	718,265.93

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 407 - HARBOR CAPITAL					
Revenues					
Dept 000					
407-000-672-000	INTEREST	300.00	40.94	0.00	259.06
407-000-691-106	FROM/HARBOR/594	65,000.00	65,000.00	0.00	0.00
407-000-699-000	PRIOR YR/ENDING CASH BALANCE	189,000.00	0.00	0.00	189,000.00
Total Dept 000		254,300.00	65,040.94	0.00	189,259.06
TOTAL REVENUES		254,300.00	65,040.94	0.00	189,259.06
Expenditures					
Dept 544 - HARBOR					
407-544-755-100	FUEL HOSE/NOZZLE REPLACEMENT	2,500.00	3,087.50	0.00	(587.50)
407-544-756-100	PURCHASE BUOYS	2,000.00	0.00	0.00	2,000.00
407-544-758-400	FUEL LINE REPLACEMENT	2,000.00	0.00	0.00	2,000.00
407-544-964-000	WEED CONTAINMENT	8,500.00	1,991.94	0.00	6,508.06
407-544-973-000	DREDGING	159,500.00	159,463.80	0.00	36.20
407-544-975-700	PURCHASE LOCKS	2,500.00	0.00	0.00	2,500.00
407-544-975-803	CREDIT CARD SOFTWARE/EQUIP	9,000.00	491.21	0.00	8,508.79
407-544-975-805	SIDEWALK MODIFICATION	500.00	0.00	0.00	500.00
407-544-975-806	BATH HOUSE UPGRADES	6,000.00	4,803.04	0.00	1,196.96
407-544-975-810	HARBOR UPGRADES	1,500.00	0.00	0.00	1,500.00
407-544-975-813	FUEL OFFICE IMPROVEMENT	5,000.00	4,000.00	0.00	1,000.00
407-544-975-816	PAVILION IMPROVEMENTS	5,000.00	5,000.00	0.00	0.00
407-544-975-818	RADIOS	2,000.00	159.96	0.00	1,840.04
407-544-975-819	SEWAGE PUMP	7,500.00	16,833.82	0.00	(9,333.82)
407-544-975-821	DAY ROOM	4,000.00	4,000.00	0.00	0.00
407-544-975-822	WASHER/DRYER - COIN OPERATED	0.00	(681.94)	0.00	681.94
Total Dept 544 - HARBOR		217,500.00	199,149.33	0.00	18,350.67
TOTAL EXPENDITURES		217,500.00	199,149.33	0.00	18,350.67
Fund 407 - HARBOR CAPITAL :					
TOTAL REVENUES		254,300.00	65,040.94	0.00	189,259.06
TOTAL EXPENDITURES		217,500.00	199,149.33	0.00	18,350.67
NET OF REVENUES & EXPENDITURES		36,800.00	(134,108.39)	0.00	170,908.39

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 409 - WATER CAPITAL					
Revenues					
Dept 000					
409-000-672-000	WATER CAPITAL INTEREST	750.00	499.33	0.00	250.67
409-000-691-107	FROM/WATER OP/595	300,000.00	0.00	0.00	300,000.00
409-000-699-000	PRIOR YR/ENDING CASH BALANCE	873,773.00	0.00	0.00	873,773.00
Total Dept 000		1,174,523.00	499.33	0.00	1,174,023.67
TOTAL REVENUES		1,174,523.00	499.33	0.00	1,174,023.67
Expenditures					
Dept 958 - CAPITAL FUND EXPENSES					
409-958-698-600	WATER SYSTEM UPGRADES	20,000.00	7,765.00	0.00	12,235.00
409-958-802-000	ENGINEERING	15,000.00	0.00	0.00	15,000.00
Total Dept 958 - CAPITAL FUND EXPENSES		35,000.00	7,765.00	0.00	27,235.00
TOTAL EXPENDITURES		35,000.00	7,765.00	0.00	27,235.00
Fund 409 - WATER CAPITAL :					
TOTAL REVENUES		1,174,523.00	499.33	0.00	1,174,023.67
TOTAL EXPENDITURES		35,000.00	7,765.00	0.00	27,235.00
NET OF REVENUES & EXPENDITURES		1,139,523.00	(7,265.67)	0.00	1,146,788.67

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 590 - SEWER OPERATION					
Revenues					
Dept 000					
590-000-451-000	EQUIPMENT INSPECTION CHARGES	1,000.00	(2,365.00)	0.00	3,365.00
590-000-625-000	SEWER BOND INCOME	24,000.00	27,881.57	0.00	(3,881.57)
590-000-641-000	SEWER FLAT RATE	616,550.00	415,062.19	0.00	201,487.81
590-000-642-000	SEWER USAGE RATE	422,479.00	261,858.00	0.00	160,621.00
590-000-642-100	REC'D FR TWSHP - FLOW COSTS	18,000.00	15,904.69	0.00	2,095.31
590-000-645-000	SURCHARGE/HIGH/STRENGTH/WASTE	37,000.00	22,403.91	0.00	14,596.09
590-000-647-000	SEW OP PENALTY REVENUE	5,500.00	4,500.06	426.38	999.94
590-000-672-000	INTEREST	550.00	3,998.90	0.00	(3,448.90)
590-000-692-100	BIRCH/MILTON ADMIN FEE	4,800.00	4,838.38	551.81	(38.38)
590-000-699-000	PRIOR YR/ENDING CASH BALANCE	476,547.00	0.00	0.00	476,547.00
Total Dept 000		1,606,426.00	754,082.70	978.19	852,343.30
TOTAL REVENUES		1,606,426.00	754,082.70	978.19	852,343.30
Expenditures					
Dept 560 - SEWER TREATMENT					
590-560-700-000	SALARY & WAGES	250,396.00	151,414.15	19,310.38	98,981.85
590-560-701-000	OVERTIME	7,350.00	2,610.48	1,285.31	4,739.52
590-560-715-000	SOCIAL SECURITY	19,155.00	11,757.55	1,575.58	7,397.45
590-560-716-000	HEALTH INSURANCE	50,820.00	29,964.14	3,505.39	20,855.86
590-560-718-000	RETIREMENT	25,533.00	17,236.07	2,018.53	8,296.93
590-560-719-000	SICK & ACCIDENT	3,775.00	2,899.10	318.48	875.90
590-560-720-000	WORKER'S COMPENSATION	2,528.00	787.92	0.00	1,740.08
590-560-724-000	UNIFORM REPLACEMENT	2,000.00	965.75	110.18	1,034.25
590-560-730-000	POSTAGE	3,200.00	2,423.40	0.00	776.60
590-560-740-000	CHEMICALS	15,000.00	15,789.46	0.00	(789.46)
590-560-741-000	OFFICE/COMPUTER EQUIPMENT	500.00	157.22	0.00	342.78
590-560-752-000	DIESEL GAS	2,500.00	2,145.31	2,145.31	354.69
590-560-757-000	SUPPLIES	16,500.00	12,813.65	2,879.36	3,686.35
590-560-758-000	DUES & FEES	1,000.00	544.88	0.00	455.12
590-560-802-000	ENGINEER	3,000.00	380.00	0.00	2,620.00
590-560-803-000	AUDITOR	915.00	915.00	0.00	0.00
590-560-818-000	CONTRACTUAL SVCS	5,000.00	921.75	50.00	4,078.25
590-560-818-100	CONTRACTUAL SERVICES-NPDES	3,000.00	1,597.00	0.00	1,403.00
590-560-818-500	SOFTWARE SUPPORT	6,000.00	2,125.55	190.67	3,874.45
590-560-820-000	MAINTENANCE	6,500.00	1,337.74	765.00	5,162.26
590-560-853-000	PHONE/TV/INTERNET	2,600.00	1,391.31	151.87	1,208.69
590-560-858-000	SEWER LICENSE FEE DEQ	2,700.00	0.00	0.00	2,700.00
590-560-864-000	TRAINING	3,000.00	3,093.14	300.00	(93.14)
590-560-900-000	PUBLICATION/PRINTING	100.00	70.00	0.00	30.00
590-560-910-000	INSURANCE/LIABILITY	7,000.00	(560.00)	0.00	7,560.00
590-560-920-000	UTILITIES/NATURAL GAS	10,000.00	5,224.61	1,180.59	4,775.39
590-560-921-000	UTILITIES-ELECTRIC	110,000.00	75,502.69	7,481.75	34,497.31
590-560-930-000	REPAIRS & MAINTENANCE	12,000.00	7,763.63	0.00	4,236.37
590-560-940-000	TO/MOTOR VEHICLE/661	50,000.00	50,000.00	50,000.00	0.00
590-560-964-200	TO/SEWER CAP/405/PUMP	25,000.00	0.00	0.00	25,000.00
590-560-965-200	TO/GEN/101/ADMIN	2,800.00	0.00	0.00	2,800.00
590-560-966-450	TO/SEWER CAP/405	350,000.00	0.00	0.00	350,000.00
590-560-976-350	SMALL EQUIPMENT	2,500.00	216.32	216.32	2,283.68
590-560-992-000	BOND PRINCIPAL	195,000.00	195,000.00	0.00	0.00
590-560-996-100	BOND INTEREST	78,348.68	78,348.68	0.00	0.00
Total Dept 560 - SEWER TREATMENT		1,275,720.68	674,836.50	93,484.72	600,884.18
TOTAL EXPENDITURES		1,275,720.68	674,836.50	93,484.72	600,884.18
Fund 590 - SEWER OPERATION:					
TOTAL REVENUES		1,606,426.00	754,082.70	978.19	852,343.30
TOTAL EXPENDITURES		1,275,720.68	674,836.50	93,484.72	600,884.18
NET OF REVENUES & EXPENDITURES		330,705.32	79,246.20	(92,506.53)	251,459.12

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 594 - HARBOR					
Revenues					
Dept 000					
594-000-454-000	CONTRACT/ UPPER 1	35,000.00	22,983.11	0.00	12,016.89
594-000-454-500	CONTRACT/UPPER II	50,000.00	34,735.43	0.00	15,264.57
594-000-455-000	CONTRAC/ LOWER HARBOR	570,000.00	540,943.86	55,620.50	29,056.14
594-000-456-000	SALES/GAS	250,000.00	292,254.07	0.00	(42,254.07)
594-000-457-000	FEES/DIESEL	85,000.00	104,289.65	0.00	(19,289.65)
594-000-458-000	FEES/SEASONAL RAMP PASSES	11,000.00	9,543.68	0.00	1,456.32
594-000-458-100	FEES/DAILY RAMP PASSES/LOWER HAI	8,000.00	14,990.50	6,643.00	(6,990.50)
594-000-459-000	FEES/TRAILER STORAGE	450.00	360.00	0.00	90.00
594-000-500-000	FEES/PUMP-OUT	7,000.00	10,040.00	0.00	(3,040.00)
594-000-500-200	FEES/ICE	4,500.00	5,572.75	0.00	(1,072.75)
594-000-500-300	FEES/POP	650.00	1,044.87	0.00	(394.87)
594-000-501-000	MERCHANDISE	2,500.00	1,167.00	0.00	1,333.00
594-000-504-000	FEES/PAVILION RENTAL	5,200.00	5,114.00	0.00	86.00
594-000-505-000	FEES/COMMERCIAL RAMP PASS	2,000.00	2,800.00	0.00	(800.00)
594-000-600-000	FEES/TRANSIENT	195,000.00	214,996.02	0.00	(19,996.02)
594-000-660-000	HARBOR CITATION	0.00	400.00	0.00	(400.00)
594-000-672-000	INTEREST	650.00	1,613.71	0.00	(963.71)
594-000-689-001	CASH OVER AND SHORT	0.00	(0.92)	0.00	0.92
594-000-693-250	REIMBURSEMENT/LIBRARY UTILITIES	2,300.00	2,242.99	170.58	57.01
594-000-694-250	FEES/HARBOR WAITING LIST	6,300.00	5,020.00	100.00	1,280.00
594-000-695-100	LAUNDRY	1,100.00	1,098.25	0.00	1.75
594-000-695-200	UPPER HARBOR RAMP FEES	6,000.00	5,261.40	1,811.00	738.60
594-000-699-000	PRIOR YR/ENDING CASH BALANCE	475,000.00	0.00	0.00	475,000.00
Total Dept 000		1,717,650.00	1,276,470.37	64,345.08	441,179.63
TOTAL REVENUES		1,717,650.00	1,276,470.37	64,345.08	441,179.63
Expenditures					
Dept 544 - HARBOR					
594-544-700-000	SALARY & WAGES	224,514.91	164,297.69	6,233.90	60,217.22
594-544-701-000	OVERTIME	5,000.00	2,694.11	0.00	2,305.89
594-544-705-000	WAGE/HARBORMASTER	59,352.00	44,096.04	5,363.64	15,255.96
594-544-706-000	TO/GEN/101/WAGES	64,666.00	0.00	0.00	64,666.00
594-544-715-000	SOCIAL SECURITY	24,261.00	16,148.21	887.22	8,112.79
594-544-716-000	HEALTH INSURANCE	24,021.00	9,860.10	834.60	14,160.90
594-544-718-000	RETIREMENT	15,401.00	8,650.74	875.32	6,750.26
594-544-719-000	SICK & ACCIDENT	1,974.00	1,884.56	156.00	89.44
594-544-720-000	WORKER'S COMPENSATION	4,216.00	1,580.89	0.00	2,635.11
594-544-724-000	UNIFORM REPLACEMENT	5,000.00	4,613.47	689.87	386.53
594-544-730-000	POSTAGE	25.00	0.00	0.00	25.00
594-544-741-000	OFFICE/COMPUTER EQUIPMENT	2,000.00	1,497.80	0.00	502.20
594-544-751-000	FUEL	220,000.00	248,113.12	0.00	(28,113.12)
594-544-752-000	DIESEL GAS	65,000.00	83,718.30	0.00	(18,718.30)
594-544-754-000	MERCHANDISE	3,000.00	916.00	0.00	2,084.00
594-544-756-000	DUMPSTER	3,000.00	4,694.64	580.38	(1,694.64)
594-544-757-000	SUPPLIES	25,000.00	18,269.00	545.81	6,731.00
594-544-757-010	PAVILION SUPPLIES	1,000.00	856.15	0.00	143.85
594-544-758-000	DUES & FEES	1,500.00	542.38	0.00	957.62
594-544-758-700	ICE	4,000.00	2,551.22	0.00	1,448.78
594-544-759-500	POP PURCHASE	450.00	449.52	0.00	0.48
594-544-760-300	PROPANE	2,000.00	995.77	702.82	1,004.23
594-544-803-000	AUDITOR	1,258.00	1,258.00	0.00	0.00
594-544-804-200	PROFESSIONAL SVCS	6,000.00	1,648.55	492.00	4,351.45
594-544-818-000	CONTRACTUAL/ENHANCEMENTS	32,200.00	39,478.71	518.00	(7,278.71)
594-544-818-500	SOFTWARE SUPPORT	2,000.00	2,652.89	0.00	(652.89)
594-544-853-000	PHONE/CELL/LONG DISTANCE	2,500.00	1,537.62	90.11	962.38
594-544-854-000	TV/CABLE/INTERNET FEES	13,500.00	15,732.28	392.20	(2,232.28)
594-544-855-000	CREDIT CARD PROCESSING FEES	8,500.00	4,706.60	0.00	3,793.40
594-544-864-000	TRAINING/CONFERENCES	1,000.00	457.08	0.00	542.92
594-544-880-000	COMMUNITY PROMOTION	5,000.00	2,191.21	1,260.00	2,808.79
594-544-900-000	PRINTING/PUBLICATION	4,000.00	1,864.56	0.00	2,135.44
594-544-910-000	INSURANCE/LIABILITY	4,200.00	4,147.28	0.00	52.72
594-544-920-000	UTILITIES	70,000.00	63,004.00	3,816.51	6,996.00
594-544-930-000	REPAIRS AND MAINTENANCE	43,500.00	31,760.55	7,300.98	11,739.45
594-544-930-150	PAVILION MAINTENANCE/REPAIRS	4,300.00	3,589.59	0.00	710.41
594-544-932-200	PURCHASE LUMBER	25,000.00	0.00	0.00	25,000.00
594-544-941-000	STORAGE RENTAL	3,500.00	3,100.00	0.00	400.00
594-544-956-000	MISCELLANEOUS	500.00	266.00	0.00	234.00
594-544-958-200	HARBOR ACTIVITIES	4,500.00	0.00	0.00	4,500.00
594-544-965-200	TO/GEN/101/ADMIN	3,100.00	3,100.00	0.00	0.00
594-544-965-400	TO/HARBOR CAP/407	65,000.00	65,000.00	0.00	0.00
594-544-965-450	TO/EQUIPMENT REPLACEMENT/661	20,000.00	20,000.00	0.00	0.00
594-544-967-500	HARBOR CONTRACT REFUNDS	6,500.00	0.00	0.00	6,500.00

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 594 - HARBOR					
Expenditures					
594-544-970-800	COMPUTER/SOFTWARE PURCHASE	6,000.00	0.00	0.00	6,000.00
594-544-972-400	SMALL EQUIPMENT	9,000.00	5,565.27	0.00	3,434.73
594-544-992-000	BOND PRINCIPAL	75,000.00	75,000.00	0.00	0.00
594-544-995-000	INTEREST	14,190.00	14,190.00	0.00	0.00
594-544-996-100	BOND INTEREST	14,190.00	0.00	0.00	14,190.00
594-544-999-000	TO/794/HARBOR BREAKWATER	100,000.00	100,000.00	0.00	0.00
Total Dept 544 - HARBOR		1,299,818.91	1,076,679.90	30,739.36	223,139.01
TOTAL EXPENDITURES		1,299,818.91	1,076,679.90	30,739.36	223,139.01
Fund 594 - HARBOR :					
TOTAL REVENUES		1,717,650.00	1,276,470.37	64,345.08	441,179.63
TOTAL EXPENDITURES		1,299,818.91	1,076,679.90	30,739.36	223,139.01
NET OF REVENUES & EXPENDITURES		417,831.09	199,790.47	33,605.72	218,040.62

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 595 - WATER OPERATION					
Revenues					
Dept 000					
595-000-451-000	PERMIT & TAP FEES	15,000.00	11,825.00	0.00	3,175.00
595-000-641-000	WATER FLAT RATE	622,644.00	417,550.35	0.00	205,093.65
595-000-642-000	WATER USAGE RATE	320,424.00	201,491.01	0.00	118,932.99
595-000-647-000	WATER OP PENALTY REVENUE	3,800.00	4,230.75	381.93	(430.75)
595-000-667-000	TOWER LEASE	57,000.00	47,490.96	0.00	9,509.04
595-000-672-000	INTEREST	600.00	3,172.27	0.00	(2,572.27)
595-000-694-000	MISC REVENUE	0.00	6,958.00	350.00	(6,958.00)
595-000-699-000	PRIOR YR/ENDING CASH BALANCE	352,893.00	0.00	0.00	352,893.00
Total Dept 000		1,372,361.00	692,718.34	731.93	679,642.66
TOTAL REVENUES		1,372,361.00	692,718.34	731.93	679,642.66
Expenditures					
Dept 565 - WATER OPERATION					
595-565-700-000	SALARY & WAGES	121,618.00	114,097.79	15,961.27	7,520.21
595-565-701-000	OVERTIME	7,350.00	2,524.16	143.21	4,825.84
595-565-715-000	SOCIAL SECURITY	9,304.00	8,906.54	1,231.95	397.46
595-565-716-000	HEALTH INSURANCE	29,973.00	16,907.02	2,044.96	13,065.98
595-565-718-000	RETIREMENT	12,655.00	12,342.29	1,762.78	312.71
595-565-719-000	SICK & ACCIDENT	1,964.00	1,026.05	119.41	937.95
595-565-720-000	WORKER'S COMPENSATION	1,692.00	454.59	0.00	1,237.41
595-565-724-000	UNIFORM REPLACEMENT	2,000.00	978.35	110.19	1,021.65
595-565-730-000	POSTAGE	3,000.00	2,423.40	0.00	576.60
595-565-740-000	CHEMICALS	15,000.00	9,367.95	0.00	5,632.05
595-565-757-000	SUPPLIES	10,000.00	5,028.74	48.18	4,971.26
595-565-758-000	DUES & FEES	2,000.00	994.88	500.00	1,005.12
595-565-758-500	METERS	20,000.00	5,357.34	0.00	14,642.66
595-565-802-000	ENGINEER	3,000.00	0.00	0.00	3,000.00
595-565-802-100	OVERSEE WATER OPERATIONS	7,000.00	9,044.00	2,725.00	(2,044.00)
595-565-818-000	CONTRACTUAL SERVICES	8,000.00	5,904.57	1,955.26	2,095.43
595-565-818-500	SOFTWARE SUPPORT	6,000.00	2,048.69	0.00	3,951.31
595-565-853-000	PHONE/TV/INTERNET	1,100.00	468.22	44.41	631.78
595-565-858-000	WATER LICENSE FEE DEQ	1,500.00	0.00	0.00	1,500.00
595-565-864-000	TRAINING	3,000.00	315.75	0.00	2,684.25
595-565-900-000	PRINTING/PUBLICATION	1,000.00	720.00	0.00	280.00
595-565-910-000	INSURANCE/LIABILITY	4,600.00	0.00	0.00	4,600.00
595-565-920-000	UTILITIES	35,000.00	24,146.71	2,036.89	10,853.29
595-565-930-000	REPAIRS/MAINTENANCE	10,000.00	13,436.10	0.00	(3,436.10)
595-565-940-000	TO/EQUIPMENT REPLACEMENT/661	30,000.00	30,000.00	30,000.00	0.00
595-565-965-150	TO/GEN/101/TOWER LEASE	15,000.00	0.00	0.00	15,000.00
595-565-965-200	TO/GEN/101/ADMIN	2,800.00	0.00	0.00	2,800.00
595-565-966-400	TO/WATER CAP/409	300,000.00	0.00	0.00	300,000.00
595-565-976-350	SMALL EQUIPMENT	5,000.00	3,834.22	108.88	1,165.78
595-565-992-000	BOND PRINCIPAL	260,000.00	260,000.00	0.00	0.00
595-565-996-100	BOND INTEREST	135,738.00	135,738.00	0.00	0.00
Total Dept 565 - WATER OPERATION		1,065,294.00	666,065.36	58,792.39	399,228.64
TOTAL EXPENDITURES		1,065,294.00	666,065.36	58,792.39	399,228.64
Fund 595 - WATER OPERATION :					
TOTAL REVENUES		1,372,361.00	692,718.34	731.93	679,642.66
TOTAL EXPENDITURES		1,065,294.00	666,065.36	58,792.39	399,228.64
NET OF REVENUES & EXPENDITURES		307,067.00	26,652.98	(58,060.46)	280,414.02

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 661 - EQUIPMENT REPLACEMENT FUND					
Revenues					
Dept 000					
661-000-672-000	INTEREST	200.00	438.22	0.00	(238.22)
661-000-691-111	FROM/GEN/101/DPW/POLICE	36,000.00	36,000.00	0.00	0.00
661-000-696-500	FROM/WASTE COLLECTION/228	10,000.00	10,000.00	0.00	0.00
661-000-697-150	FROM/SEWER OP/590	50,000.00	50,000.00	50,000.00	0.00
661-000-698-400	FROM/WATER OP/595	30,000.00	30,000.00	30,000.00	0.00
661-000-698-700	TR/FR/MUNI/204	100,000.00	100,000.00	0.00	0.00
661-000-698-800	TR/FR/HARBOR/594	20,000.00	20,000.00	0.00	0.00
661-000-699-000	PRIOR YR/ENDING CASH BALANCE	210,000.00	0.00	0.00	210,000.00
Total Dept 000		456,200.00	246,438.22	80,000.00	209,761.78
TOTAL REVENUES		456,200.00	246,438.22	80,000.00	209,761.78
Expenditures					
Dept 932 - MOTOR VEHICLE					
661-932-700-000	SALARY & WAGES	64,786.00	55,865.02	5,754.28	8,920.98
661-932-701-000	OVERTIME	1,500.00	182.15	0.00	1,317.85
661-932-715-000	SOCIAL SECURITY	4,956.00	4,271.66	440.22	684.34
661-932-716-000	HEALTH INSURANCE	20,759.00	14,015.27	1,641.41	6,743.73
661-932-718-000	RETIREMENT	6,473.00	5,758.18	566.17	714.82
661-932-719-000	SICK & ACCIDENT	965.00	630.09	72.80	334.91
661-932-720-000	WORKER'S COMP	866.00	98.50	0.00	767.50
661-932-724-000	UNIFORM REPLACEMENT	2,000.00	965.76	110.19	1,034.24
661-932-751-000	FUEL	30,000.00	20,176.47	0.00	9,823.53
661-932-757-000	SUPPLIES	12,000.00	1,307.92	0.00	10,692.08
661-932-803-000	AUDITOR	686.00	686.00	0.00	0.00
661-932-818-000	CONTRACTUAL SERVICES	1,200.00	1,188.72	0.00	11.28
661-932-818-100	CDL LIC/DOT PHYS	1,000.00	212.25	0.00	787.75
661-932-853-000	PHONE/INTERNET/TV	1,200.00	378.69	35.60	821.31
661-932-864-000	TRAINING	2,000.00	10.74	0.00	1,989.26
661-932-910-000	INSURANCE/LIABILITY	9,800.00	(4,560.00)	0.00	14,360.00
661-932-920-000	UTILITIES	8,000.00	5,177.20	639.81	2,822.80
661-932-930-000	REPAIRS & MAINTENANCE	30,000.00	9,330.52	(337.27)	20,669.48
661-932-931-300	MAINTENANCE/BLDG	2,500.00	0.00	0.00	2,500.00
661-932-956-000	MISCELLANEOUS	500.00	0.00	0.00	500.00
661-932-965-200	TO/GEN/101/ADMIN	2,000.00	2,000.00	0.00	0.00
661-932-973-500	CAPITAL OUTLAY/LOADER	33,000.00	17,624.43	1,958.27	15,375.57
661-932-973-501	CAPITAL OUTLAY/SEWER VAC TRUCK	72,000.00	0.00	0.00	72,000.00
661-932-973-502	CAPITAL OUTLAY/PICK UP TRUCK	42,000.00	0.00	0.00	42,000.00
661-932-973-503	CAPITAL OUTLAY/POLICE VEHICLE	0.00	49,430.36	0.00	(49,430.36)
661-932-976-350	CAPITAL OUTLAY/SMALL EQUIP	6,000.00	0.00	0.00	6,000.00
661-932-979-500	CAPITAL OUTLAY/LEAF VAC TRUCK	40,000.00	37,214.15	0.00	2,785.85
661-932-979-700	CAPITAL OUTLAY/TOOLS	5,000.00	0.00	0.00	5,000.00
Total Dept 932 - MOTOR VEHICLE		401,191.00	221,964.08	10,881.48	179,226.92
TOTAL EXPENDITURES		401,191.00	221,964.08	10,881.48	179,226.92
Fund 661 - EQUIPMENT REPLACEMENT FUND:					
TOTAL REVENUES		456,200.00	246,438.22	80,000.00	209,761.78
TOTAL EXPENDITURES		401,191.00	221,964.08	10,881.48	179,226.92
NET OF REVENUES & EXPENDITURES		55,009.00	24,474.14	69,118.52	30,534.86

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 791 - DDA TIFA DISTRICT					
Revenues					
Dept 000					
791-000-671-700	DONATIONS	0.00	5,000.00	0.00	(5,000.00)
791-000-672-000	INTEREST	250.00	222.81	0.00	27.19
791-000-690-700	FROM/101/204/228/DDA TIFA D2	73,964.00	73,784.26	0.00	179.74
791-000-691-100	COUNTY TIFA TAX D2	40,693.00	39,476.62	0.00	1,216.38
791-000-691-113	TOWNSHIP TIFA TAX D2	7,011.00	7,719.23	0.00	(708.23)
791-000-691-200	LIBRARY TIFA TAX D2	2,747.00	2,924.57	0.00	(177.57)
791-000-692-300	FROM/101/204/228/DDA TIFA D3	56,463.00	76,496.25	0.00	(20,033.25)
791-000-693-000	TOWNSHIP TIFA TAX D3	4,173.00	5,891.61	0.00	(1,718.61)
791-000-693-200	LIBRARY TIFA TAX D3	1,635.00	2,231.95	0.00	(596.95)
791-000-699-000	PRIOR YR/ENDING CASH BALANCE	258,000.00	0.00	0.00	258,000.00
Total Dept 000		444,936.00	213,747.30	0.00	231,188.70
TOTAL REVENUES		444,936.00	213,747.30	0.00	231,188.70
Expenditures					
Dept 791 - DDA TIFA DISTRICT					
791-791-757-000	SUPPLIES	250.00	184.88	0.00	65.12
791-791-803-000	AUDITOR	915.00	915.00	0.00	0.00
791-791-804-100	PROFESSIONAL SERVICES	40,000.00	8,655.00	290.00	31,345.00
791-791-818-500	SOFTWARE	1,850.00	2,105.31	15.89	(255.31)
791-791-864-000	TRAINING/CONFERENCES	700.00	150.00	0.00	550.00
791-791-884-000	ECONOMIC DEVELOPMENT	35,000.00	0.00	0.00	35,000.00
791-791-885-200	INFRASTRUCTURE	10,000.00	0.00	0.00	10,000.00
791-791-885-300	MARKETING	10,000.00	6,000.00	0.00	4,000.00
791-791-900-000	PRINTING & PUBLICATION	1,000.00	0.00	0.00	1,000.00
791-791-956-000	MISCELLANEOUS	1,100.00	0.00	0.00	1,100.00
791-791-960-500	TO/GEN/101/ADMIN	1,000.00	1,000.00	0.00	0.00
791-791-966-500	TOWNSHIP REIMBURSEMENT - TAX	745.00	1,819.02	0.00	(1,074.02)
791-791-966-510	LIBRARY REIMBURSEMENT - TAX	282.00	689.20	0.00	(407.20)
791-791-967-520	COUNTY RIEMBURSEMENT - TAX	0.00	0.00	(5,060.67)	0.00
791-791-968-530	TO/GEN/101/REIMBURSEMENT TAX	4,332.00	10,664.36	0.00	(6,332.36)
791-791-968-540	TO/MUNI STR/204/REIMBURSEMENT TA	1,689.00	4,265.08	0.00	(2,576.08)
791-791-968-550	TO/WASTE COLLECT/228/REIMBURSEMI	749.00	1,991.12	0.00	(1,242.12)
791-791-976-350	SMALL EQUIPMENT	8,000.00	8,000.00	0.00	0.00
791-791-992-000	DEBT/PRIN/LAKE/LOOMIS	50,000.00	50,000.00	0.00	0.00
791-791-992-100	DEBT/INT/LAKE/LOOMIS	6,960.00	6,960.00	0.00	0.00
Total Dept 791 - DDA TIFA DISTRICT		174,572.00	103,398.97	(4,754.78)	71,173.03
TOTAL EXPENDITURES		174,572.00	103,398.97	(4,754.78)	71,173.03
Fund 791 - DDA TIFA DISTRICT:					
TOTAL REVENUES		444,936.00	213,747.30	0.00	231,188.70
TOTAL EXPENDITURES		174,572.00	103,398.97	(4,754.78)	71,173.03
NET OF REVENUES & EXPENDITURES		270,364.00	110,348.33	4,754.78	160,015.67

PERIOD ENDING 11/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 11/30/2022	ACTIVITY FOR MONTH 11/30/2022	AVAILABLE BALANCE
Fund 794 - HARBOR BREAKWATER RESERVE					
Revenues					
Dept 000					
794-000-672-000	INTEREST	560.00	5,989.08	0.00	(5,429.08)
794-000-695-000	FR/594/HARBOR OPERATIONS	100,000.00	100,000.00	0.00	0.00
794-000-699-000	PRIOR YR/ENDING CASH BALANCE	536,000.00	0.00	0.00	536,000.00
Total Dept 000		636,560.00	105,989.08	0.00	530,570.92
TOTAL REVENUES		636,560.00	105,989.08	0.00	530,570.92
Expenditures					
Dept 794 - HARBOR CONSTRUCTION BREAKWATER					
794-794-819-000	VOIDS ALONG BREAKWAL	14,500.00	0.00	0.00	14,500.00
794-794-820-000	SEA WALL/SIDE WALK	70,000.00	0.00	0.00	70,000.00
794-794-823-000	PARKING LOT REPAIR	35,000.00	0.00	0.00	35,000.00
Total Dept 794 - HARBOR CONSTRUCTION BREAKWATER		119,500.00	0.00	0.00	119,500.00
TOTAL EXPENDITURES		119,500.00	0.00	0.00	119,500.00
Fund 794 - HARBOR BREAKWATER RESERVE:					
TOTAL REVENUES		636,560.00	105,989.08	0.00	530,570.92
TOTAL EXPENDITURES		119,500.00	0.00	0.00	119,500.00
NET OF REVENUES & EXPENDITURES		517,060.00	105,989.08	0.00	411,070.92
TOTAL REVENUES - ALL FUNDS		13,633,549.00	6,118,331.70	168,573.67	7,515,217.30
TOTAL EXPENDITURES - ALL FUNDS		8,504,177.59	4,927,329.46	336,856.01	3,576,848.13
NET OF REVENUES & EXPENDITURES		5,129,371.41	1,191,002.24	(168,282.34)	3,938,369.17

**Village of Elk Rapids
Investment Fund Update
As of 11/30/2022**

	<u>Fund</u>	<u>Account Name</u>		<u>Type</u>
101	General			
		MI Class		Investment Pool
	Police-300	MI Class		Investment Pool
	Sub Total			
202	Major			
		MI Class		Investment Pool
	Sub Total			
203	Local			
		MI Class		Investment Pool
	Sub Total			
204	Municipal Street Fund			
		MI Class		Investment Pool
	Sub Total			
228	Waste Collection			
		MI Class		Investment Pool
	Sub Total			
296	Bldg Op/Repl			
		MI Class		Investment Pool
	Sub Total			
303	Water Construction Fund			
		MI Class		Investment Pool
	Sub Total			
401	General Capital			
		MI Class		Investment Pool
	Sub Total			
405	Sewer Capital			
		MI Class		Investment Pool
	Sub Total			
409	Water Capital			
		MI Class		Investment Pool
	Sub Total			
590	Sewer Operation			

		MI Class		Investment Pool
	Sub Total			
594	Harbor Operating			
		MI Class		Investment Pool
	Sub Total			
595	Water Operation			
		MI Class		Investment Pool
	Sub Total			
661	Equipment Replacement Fund			
		MI Class		Investment Pool
	Sub Total			
794	Harbor Breakwater			
		MI Class		Investment Pool
	Sub Total			
	Total Funds			

	<u>Funds</u>	<u>Total Funds</u>	<u>Daily Yield</u>	<u>Int Earned</u>
	\$ 279,483.00		3.290%	
	\$ 17,000.00		3.290%	
		\$ 296,483.00		
	\$ 158,400.00		3.290%	
		\$ 158,400.00		
	\$ 85,000.00		3.290%	
		\$ 85,000.00		
	\$ 225,000.00		3.290%	
		\$ 225,000.00		
	\$ -		3.290%	
		\$ -		
	\$ 50,000.00		3.290%	
		\$ 50,000.00		
	\$ 122,000.00		3.290%	
		\$ 122,000.00		
	\$ 205,000.00		3.290%	
		\$ 205,000.00		
	\$ 244,000.00		3.290%	
		\$ 244,000.00		
	\$ 13,000.00		3.290%	
		\$ 13,000.00		

	\$ 425,000.00		3.290%	
		\$ 425,000.00		
	\$ -		3.290%	
		\$ -		
	\$ 330,000.00		3.290%	
		\$ 330,000.00		
	\$ 48,000.00		3.290%	
		\$ 48,000.00		
	\$ 655,000.00		3.290%	
		\$ 655,000.00		
	\$ 2,856,883.00	\$ 2,856,883.00		\$ 40,335.42



Village of Elk Rapids

315 Bridge Street
P.O. Box 398
Elk Rapids, MI 49629-0398

Phone: 231-264-9274
Fax: 231-264-6676
elkrapids.org

MEMORANDUM

TO: Village President Simpson and Village Trustees

FROM: Bryan Gruesbeck, Village Manager

DATE: December 5, 2022

RE: **DERA Street Closures and Special License Application**

BACKGROUND: Downtown Elk Rapids Association (DERA) is requesting to close River Street for a few holiday/seasonal events:

Event	Date	Streets	Note
Firelit Friday	December 23, 2022 4:00pm to 8:00pm	River St. (Bridge to Cedar)	Solo fire pits
New Year's Eve Ball Drop	December 31, 2022 9pm to 1am	River St. (Bridge to Cedar)	

I recommend also providing a waiver to the noise ordinance.

RECOMMENDED ACTION: Approve the proposed street closures and noise ordinance waiver, as presented.



EEO
Equal Opportunity Employer



315 Bridge Street
P.O. Box 398
Elk Rapids, MI 49629-0398

Phone: 231-264-9274
Fax: 231-264-6676
elkrapids.org

SPECIAL EVENT STREET CLOSURE PERMIT APPLICATION

Please forward completed application and requirements to: [Lori Dawson, Idawson@elkrapids.org](mailto:Lori.Dawson@elkrapids.org). You may also drop off the completed application and requirements at 315 Bridge St, Monday - Friday, 9 AM to 3PM. If you have questions about the process please call Kevin Lane, DWP Superintendent at 231-264-9971 or klane@elkrapids.org

- Applications must be submitted at least forty-eight (48) hours before the date of request
- The permit shall expire 30 days from approval
- A site visit may be completed by the Superintendent to verify the request
- Village Council will need to approve your request if on: River St, Ames St, Dexter St or Cedar St (north of River St)

FOR OFFICE USE ONLY		
Application No. VLLG-2022-027	Date Received 11-15-22	Street(s) in Request: River between Dexter & Cedar

PROPERTY LOCATION INFORMATION
Address Number & Street Name River Street between dexter & cedar
Cross Streets

APPLICANT INFORMATION		
Last Name: Muth	First Name: Myra	Corporation or Partnership Dera / Winter strategies
Applicants Address: 6797 Timberlake Dr		
Telephone number: 616-260-0260	E-Mail: MUTH2041@ATT.net	

CONTRACTOR INFORMATION (IF USING A CONTRACTOR)		
Last Name: Savoie	First Name: Laura	Corporation or Partnership Dera / Winter strategies
Applicants Address: or Karen Simpson		
Telephone number: 12484047511	E-Mail: Laura@elkrapidschamber.org	

PURPOSE OF APPLICATION

Reason for Closure:

fire w/te Fndays Nov 25/Dec 23/Jan 27
Feb 24

+ 2 additional trash barrels for each night

Details of Request:

Start Date: 11/23/2022

End Date: 02/24/2023

Start Time: 5:00 AM PM

End Time: 7:00 AM PM

REQUIRED INFORMATION AND ACCOMPANYING DOCUMENTS

FEES:

Please note the following fees for a temporary street closure request.

- Refundable \$400.00 Deposit - **Required**

Please choose ONE:

- Road Closure Sign - \$350.00 per event (DPW will set up the barricades for the event)
- NO Road Closure Sign is Needed: \$140.00 (nothing will be set up)

The following items must be provided at time of submittal:

- Completed Village of Elk Rapids Temporary Street Closure Permit Application
- Permit Application Fee

DECLARATION OF APPLICANT

I, Myra Muth, hereby declare that the statements herein are true and complete to the best of my knowledge and properly represent the purpose and intent of the declared request. I also declare that by making this application, I, as the owner or authorized agent of the owner, grant all officials, staff, and consultants of the Village of Elk Rapids access to the subject property as may be required and appropriate to assess site conditions in support of a determination as General Code compliance.

Myra Muth
(Signature of Applicant)

Nov 15, 2022
(Date of Submission)

FOR OFFICE USE ONLY

Application # VLLG-20_____ Fee Tendered \$ _____ CC, Cash OR Check#_____

- Deposit - \$400.00
- Road Closure Sign - \$350.00 per event (DPW will set up the barricades for the event)
- NO Road Closure Sign is Needed: \$140.00 (nothing will be set up)

Village Council Required ?: YES NO If yes, please attach Council Minutes regarding approval

Application: Approved Conditionally Approved (see attached document(s)) Denied

Authorized Signature:

Kevin Lane
Department of Public Works Superintendent

Date

Date of Deposit Refund: ____/____/20____ **Initials:** _____



Village of Elk Rapids

315 Bridge Street
P.O. Box 398
Elk Rapids, MI 49629-0398

Phone: 231-264-9274
Fax: 231-264-6676
elkrapids.org

MEMORANDUM

TO: Village President Simpson and Village Council Trustees

FROM: Kerri Janisse, Planning/Zoning & Community Development and the Village of Elk Rapids Planning Commission

DATE: December 5, 2022

RE: 2022-09 Chapter 13 – Short-term Rental Business (STRB) Ordinance Amendment

Background

At a Council meeting this past summer (2022), then Village President Janisse asked if Council was interested in sending the short-term rental ordinance in the general code to the Planning Commission to review the allowance of an automatic license transfer upon the change of ownership. Council agreed that it should be reviewed. The idea was to learn what other communities were doing when it came to this type of license transfer.

This was never to deny the use of a short-term rental business in a residential area, assuming all conditions were meant. It was simply meant to review if it seemed reasonable that a new owner of a current STRB should be allowed an automatic license based on purchasing the home when there is a waitlist within the Village. How would this be fair to those who are on a waiting list? There would be no allowance of any new STRBs if current licenses were just being passed on to someone who purchased a current licensed STRB.

I reached out to several communities to hear what they do regarding the sale or change of ownership of a current licensed STRB. For many they do now allow the automatic transfer of a license. The new owner must follow the whole process as anyone else would who wants to run a STRB in their community. This would be to fill out an application, meet all the requirements and wait for a license to become available, if one is not already available.

The Village of Elk Rapids has a cap within the community for such businesses. As with anything you have a cap on, you can allow for a waiting list to be used and applied when a license becomes available. The most common ways a license can become available in our community is when a current home that is ran as a STRB is sold or changes ownership and the new owner is not interested



in running it as a STRB. The second is for someone to not renew their license by the end of each year.

The Planning Commission held two (2) public hearings at their regular meetings (October and November). At the November regular meeting, the Commissioners made a motion to leave the current general code ordinance as it is written

Current

Below is the motion the Planning Commission made, voted on and passed:

MOTION by **CONRAD, 2nd** by **RANGER** to reject proposed amendment 2022-09 and leave Chapter 13 – Short-term Rental Business, Section 4.D Registration Process and Procedure as it is currently written. All present voted yes. **MOTION CARRIED** Time: 7:46 PM

Commissioners agreed that due to the ordinance being well written as is, the current uncertainty of House Bill 4722 at the State Legislature and the possibility of having to review the STRB ordinance once this bill has been finalized (passed or not) and with the master plan update starting, it is best to leave the transfer as allowed in the ordinance.

At the time of writing this memo, there has been no action on the Senate floor regarding HB4722. The wait is for a full chamber vote.

Recommendation

I recommend to Council that the ordinance is left written as is and that it is reviewed again once we have a final vote from the Senate and the Governor on Short-Term Rental Businesses in the State of Michigan.





Village of Elk Rapids

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MEMORANDUM

TO: Village President Simpson and Village Council Trustees

FROM: Kerri Janisse, Planning/Zoning & Community Development

DATE: December 5, 2022

RE: **Redevelopment Ready Community Program (RRC)**

Tonight, I am asking the Village Council to start the formation of a committee to assist me with further work on the Redevelopment Ready Community program (RRC). I am asking that a resolution be passed at the December 20th regular Council meeting for the appointments of this committee. An updated report regarding where the Village is at with RRC will be provided to the Council at the December 20th, 2022 meeting.

As I have previously mentioned, the foundation work needed to come from staff. We are ready to move onto the process where members of our community who are engaged in development/redevelopment can step in and review the documents created. This committee will also work on creating ways, as a group with me, to make sure our community is seen as ready for redevelopment. I ask that someone from our DDA, Planning and the Chamber be asked. This is not a limit, but this is where I believe we need to start with volunteers. These are the areas that RRC focuses on regarding redevelopment.

I realize that many are busy during the next few months with holiday plans and other commitments, Asking a few that can provide a couple of hours over the next couple of months is really all we would need. I would even suggest that the MEDC class be taken by any of the committee members (voluntarily). It is a helpful class, and it can be done on your own time.

A resolution will be added to the December 20th agenda. The Village President will need to provide the Village Clerk and myself with the names of those she would like to appoint before the meeting so they can be added to the resolution before it is reviewed by the Council Trustees.

Thank you and I look forward to the future progress this Village will take in redevelopment.





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MEMORANDUM

TO: Village President Simpson and Village Council

FROM: Bryan Gruesbeck, Village Manager

DATE: December 5, 2022

RE: **Village Manager Report**

Housing Legislation: In the past few weeks, the State House and Senate passed bills that will be favorable to workforce housing and appear applicable to future local housing efforts:

- **SB 362 Attainable Housing Facilities Act** – allows local governments to create an “attainable housing district” where property owners can apply for partial tax exemptions if they meet affordability criteria established by the local government.
- **SB 364 Neighborhood Enterprise Zone Expansion** – expands “Neighborhood Enterprise Zones” (NEZ) and allows all Michigan cities to establish NEZ’s to allow tax exemptions if the projects serve households that meet income criteria and take advantage of existing infrastructure and development.
- **SB 422 Residential Facilities Exemption Act** – creates a Residential Facilities Exemption that would allow a tax abatement on qualified new housing development in districts established by local governments – similar to the attainable housing district legislation. The abatement would enable renovation and expansion of aging residential units and assist in the building of new residential units to support workforce housing. Eligible projects may include multi-family and require that the units are occupied as principal residences.
- **SB 432 PILOTS for Housing** – allows local government units the ability to allow a “payment in lieu of taxes” (PILOTs) for residential development or rehabilitation. The local government can set a policy to establish the conditions necessary for a PILOT. The owner would then pay an annual “service charge” instead of a property tax. Without this act, communities could only offer PILOTs in conjunction with approved state or federal programs or subsidies.



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Budget Planning Schedule: Work continues from the Staff side. As mentioned in the Treasurer's report, we recommend the following dates for Village Council workshops:

- January 4 or 5, 2023
- January 10, 2023
- January 25, 2023

We are tentatively planning on distributing the draft budget notebooks to Village Council near the conclusion of the December 19, 2022 regular meeting.



Holiday Lights: The contractors have installed holiday lights and assembled the big tree. We had some initial problems with the lower half of the tree not lighting up, but those issues appear to be fixed as I write this. DPW anticipates installing the River Street tree lights on 12/1 or 12/2.

Ice Rink: Department of Public Works crew anticipates installing the rink at the Elk Rapids Marina during the week of 11/28. The ice rink rules as established by council (Resolution 22-05) will be posted in at the location. We hope all are able to enjoy this important community asset this winter season!

Parks & Recreation Plan: The Parks & Recreation Commission, staff, and consultants have been hard at work preparing the Five-Year Community Recreation Plan. The survey results are in and are being integrated into the plan with the help of Elise Crafts of Statecraft. A draft plan will be presented to the Commission at their Wednesday December 7, 2022 regular meeting. On December 8, 2022, the plan will be shared on the village's website and a paper copy will be available at the Government Center for the public to give their input on the plan. After the thirty (30) day public review period, the leadership team from the Commission and staff will go over community input and put together a final version of the plan for council review. Council will host a public hearing on the plan at the Tuesday January 17, 2023 regular meeting and vote on the final plan. The plan must be submitted to the State of Michigan no later than January 31, 2023.

A huge thank you to the community, commission members, staff, and everyone who has contributed to this plan. It has been a collaborative effort and we can't wait to have this inclusive plan guide recreation decisions for the next five (5) years.



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MEMORANDUM

TO: Bryan Gruesbeck, Village Manager
FROM: Kaitlyn Szczypka, Village Clerk
DATE: December 5, 2022
RE: **November 2022 Monthly Report**

CLERK DEPARTMENT: Ongoing projects include record organization, drafting minutes, putting together packets for various boards and commissions, processing FOIA requests, answering community inquiries, posting notices, administering oaths of office, notarizing documents, managing the website, assisting other departments with administrative tasks, and more.

HUMAN RESOURCES: Open enrollment for staff is ongoing until December 15, 2022.

BOARDS & COMMISSIONS:

- **B&C Communication:** Boards & Commission member now receive a monthly newsletter that includes all minutes that have been approved by council.
- **Open Appointments:** There are two open appointments on various boards and commissions: Beautification (term expires 2023) and Housing (term expires 2027). Staff has advertised in the newspaper and online for these positions.

RECODIFICATION PROJECT: Submitted to Municode. Final copy will be available for council approval in the new year.

COMMUNICATIONS:

- **Newsletter:** Winter newsletter will be a bit delayed.
- **Announcement Posts:** Lots of posts as we increase Village communication on the website. **Please encourage residents to regularly check the website for information from the Village**



Government. So far, we have posted over 150 announcements on the homepage, far exceeding what we have posted in the past. Posts in November included:

#	DATE POSTED	LINK
175	11-1-2022	Reminder: New Regular Meeting Day and Time for Parks & Recreation Commission
176	11-2-2022	Public Hearing Notice: Proposed Ordinance 2022-09 – STR Update
177	11-2-2022	DDA Newsletter – November 2022
178	11-2-2022	Press Release: DDA Listening & Action Plan Featured in Michigan Planner Magazine
179	11-7-2022	Notice: Five-Year Community Recreation Plan Survey Live
180	11-7-2022	Investigation Update – October 2021 Over Payment
181	11-8-2022	Elk Lake Inn 112 Dexter St
182	11-11-2022	Elk Rapids Unofficial Election Results
183	11-15-2022	Open House for Parks & Recreation Plan Input – November 16, 2022
184	11-17-2022	Notice: Special Harbor Meeting December 1, 2022
185	11-17-2022	Obituary: Former Village Manager Bill Cooper
186	11-23-2022	Village Office Closed November 24-25, 2022 for Thanksgiving
187	11-23-2022	13 Ways Final Recommendations Presentation – Monday November 28, 2022
188	11-23-2022	Council Workshop November 29, 2022 – 13 Ways Discussion





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MEMORANDUM

TO: Bryan Gruesbeck, Elk Rapids Village Manager

FROM: Dave Centala, Chief of Police

DATE: November 29, 2022

RE: November Monthly Report

- Sampling of arrests/investigations:
 - Officer Westenbarger conducted two drunk driving arrests. One involved a car hitting a small generator around 3:00 am. The generator was powering the temporary light on US-31 during the bridge work. The crash investigation led to the arrest of the driver involved.
 - Officer Horn investigated a perceived threat involving a gun at our elementary school. Interviews and a petition were completed and forwarded to the Prosecutor's Office for review.
 - There were several other investigations including a gas drive-off/fail to pay and two hit and run accidents.
- Officers are preparing for an upcoming (early January) LEIN audit. These are laborious to prepare for, and Officer Pahl is tasked with most of the duties.
- Officers assisted in closing off traffic for Lakeland Elementary's parade.
- There were no issues on Halloween. The police department had a high presence during trick or treat hours with 3 marked cars patrolling (and giving out candy)!
- 115 lbs. of prescription drugs from our lobby drop box was packaged and transported to be destroyed.
- Officer conducted a safety walk through of classrooms at both the Elementary and Middle Schools. There were approximately 15 school staff members involved at each school.



- Officer Oliverius was assigned to the area of the Village Offices during election day, there were no issues reported.
- There was a total of 132 complaints for the month including 14 accident investigations. This is the highest total of monthly accidents for the year. The first snow/ice days added to this total.



POLICE DEPARTMENT STATISTICS

Calender Year 2020														
	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	Ave
Complaints	123	143	93	72	101	114	114	187	182	211	150	118	1608	134
Traffic Crashes	8	2	2	0	3	4	4	3	2	8	3	1	40	3.33333
Traffic Stops	26	27	12	11	16	17	22	65	68	98	83	67	512	42.6667
Traffic Citations	4	5	3	3	5	5	5	20	12	22	13	6	103	8.58333
PBT's	51	54	19	0	0	1	0	0	0	0	0	0	125	10.4167
MIP's	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ordinance Violations	2	0	0	1	1	1	2	2	0	0	0	0	9	0.75
Assist Other Police Agencies	11	7	4	5	7	2	2	4	1	10	0	2	55	4.58333
EMS Assists	6	3	9	5	4	5	5	7	6	5	2	3	60	5
Fire Department Assists	0	0	0	2	0	3	1	2	3	0	2	0	13	1.08333
Arrests	0	2	2	1	1	2	2	1	2	2	0	3	18	1.5
Local School Assists	7	7	2	0	0	2	0	1	3	18	0	2	42	3.5
Parking Violations	4	20	11	5	7	20	15	20	22	15	9	12	160	13.3333
Calender Year 2021														
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Ave
Complaints	135	113	145	126	106	123	168	204	125	143	121	106	1615	134.583
Traffic Crashes	5	1	4	1	6	9	7	6	4	4	6	1	54	4.5
Traffic Stops	59	30	60	27	26	33	33	43	36	50	32	28	457	38.0833
Traffic Citations	11	9	16	6	5	8	7	0	8	2	7	6	85	7.08333
PBT's	0	1	0	2	1	0	0	0	0	0	0	0	4	0.33333
MIP's	0	0	0	0	0	0	0	0	0	1	1	0	2	0.16667
Ordinance Violations	0	0	0	5	1	0	1	2	1	0	1	3	14	1.16667
Assist Other Police Agencies	3	4	4	4	1	4	7	12	7	9	9	7	71	5.91667
EMS Assists	12	5	6	8	4	7	6	10	5	7	5	8	83	6.91667
Fire Department Assists	2	0	0	0	0	1	2	2	1	0	1	3	12	1
Arrests	1	6	4	5	1	2	5	3	0	0	0	1	28	2.33333
Local School Assists	2	7	7	2	3	4	2	2	4	11	6	7	57	4.75
Parking Violations	13	16	16	12	14	18	25	28	16	7	3	30	198	16.5
Calender Year 2022														
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Ave
Complaints	109	100	112	106	162	145	169	232	168	132	132		1567	142.455
Traffic Crashes	8	0	3	0	4	4	6	11	5	4	14		59	5.36364
Traffic Stops	31	37	33	34	57	39	44	40	80	33	40		468	42.5455
Traffic Citations	6	10	8	5	14	12	10	8	21	5	13		112	10.1818
PBT's	0	1	2	4	25	28	15	12	12	17	10		126	11.4545

POLICE DEPARTMENT STATISTICS

MIP's	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ordinance Violations	0	0	0	0	1	1	4	11	2	1	3		23	2.09091
Assist Other Police Agencies	7	2	7	6	3	8	4	3	3	7	3		53	4.81818
Arrests	3	1	3	1	3	1	3	2	1	3	2		23	2.09091
Local School Assists	7	3	4	2	3	1	0	5	5	7	11		48	4.36364
Parking Violations	16	16	16	10	25	29	60	40	6	7	6		231	21



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MEMORANDUM

TO: Bryan Gruesbeck, Village Manager

FROM: Kevin Lane, DPW Superintendent

DATE: December 5, 2022

RE: **November Monthly Report**

Following is the November 2022 monthly report for the Department of Public Works for review.

Parks Maintenance

- Park bathroom closed for the season and winterized.
- Tennis nets removed for winter.
- Snow fence will be going up on the beach.
- Guide Markers placed in rain gardens to alert snowplow drivers.

Local and Major Streets

- Leaf pickup ended on November 24th with a total collection of 600 cubic yards of leaves.
- Guide markers are placed beside sidewalks for trackless snowblower.
- New crosswalk signs placed on Park St. for school crossing.

Water

- All fire hydrants have been winterized.
 - All water meters were read at the end of the month and submitted for billing.
- The water system pumped and treated 3.8450 million gallons of water in the month of September. The average water use was 0.1240 MGD per day.



Sanitary Sewer

- No issues with sanitary distribution system

The WWTP treated approximately:

9./99 million gallons of wastewater

0.41 million gallons of the flow was from Birch Lake

0.29 million gallons of the flow was from Burnette Foods

These Numbers are for October 2022

Refuse Collection

- Refuse collection at the compactor continued as scheduled.

Motor Vehicle Maintenance and Repairs

- Snowplow trucks have been serviced and ready for the winter season.
- WWTP generator ECU unit failed leaving plant without back up power. This issue was addressed quickly and resolved. Generator is functioning as it should.

Cordially,

**Kevin Lane,
DPW Superintendent**

C.C. Bryan Gruesbeck, Village Manager





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MEMORANDUM

TO: Bryan Gruesbeck, Village Manager

FROM: Kerri Janisse, Planning/Zoning & Community Development

DATE: December 5, 2022

RE: **November 2022 Report**

Planning & Zoning Department:

1. Attached is the permit list – updated as of December 1, 2022.
2. There was no Zoning Board of Appeals meeting for October or November
3. For the Planning Commission –
 - A. Proposed ordinance amendment 2022-09, Short-term Rental Business had a public hearing at their meeting in November. The Commissioners voted to keep the ordinance as is. There is a memo in your packet regarding this.
 - B. Master Plan – The Commission held a meeting on November 15th to discuss the starting plans for the master plan. They will have a workshop on December 15th where a survey will be discussed and created.
 - C. The Commission will not have a regular meeting for December 2022. The next date is January 2023.
4. 409 River St – The house has been boarded up in the back, the silt fence adjusted, and they are working on Consumers Energy for the sidewalk.
5. Socks Construction is continuing the remediation work on the site at 112 Dexter St. Please review our website for any updates. Please note that the Village is not responsible for the due care plan that the state is requiring of Socks Construction. The requirement to be following any and all County and State laws
6. I received an accessory dwelling unit application (our first since the ordinance amendment). This is for 606 Ames St. They were running it as a STRB and when contacted them, they were open to the ADU use. Thank you to them for being open to this type of rental that our community needs!



7. I have been working with the DDA board member, Janet Rentsch, on their strategic plan. We hope to present a draft plan to Elise Crafts in January.
8. The Parks and Recreation held an open house for the public survey on October 16th. It had a great turn out and a lot of information was provided. The plan's survey is completed and now the plan itself is being worked on. This includes adding in the data collected, graphics and action steps. The plan will be available for public review for 30 days. A start date of this opportunity will be given at tonight's meeting.
9. Short-term Rental Business renewal is going well. I have been in contact with STRB owners and any questions they have. The site was down for the first couple of weeks, but it seems to be working now.
10. Kevin Lane and I have been working on updating the tree ordinance (2022-08) per the last Council meeting. The application has also been updated and reviewed. There is a memo in your packet, along with the documents needed for Council review.

Community Development & Misc. Items:

1. The Bridge St Housing project – the Geotechnical report is still underway and will hopefully have it here before the end of November. This will be passed along to those who have submitted an RFP, to those who have questions and will be posted on our website. Our ads will be updated as well to reflect the availability of this report.
2. I attended a webinar on how to create a request for proposal. This was done through the American Planning Association.
3. Christine Peterson and I will begin the creation of the Michigan Green Communities leadership team in December.
4. The DDA Economic Subcommittee meets again in December to continue previous discussions.
5. NLEA (Northern Lakes Economic Alliance) will meet with our DDA at the January 2023 meeting.
6. I have been lightly assisting Kristine Davis with the 2023-2024 Budget. She is doing an excellent job and will be providing a detailed budget for your review soon.
7. There are four bills (the affordable housing bill package; Senate Bills 362, 422, 364 and 432) that have been passed by the House and Senate and are on their way to the Governor for her signature. These four bills expand Neighborhood Enterprise Zones, allow for property tax abatements for housing and tax benefits for rural workforce housing. A huge thank you to Housing Michigan for all the hard work you did on these bills to help with some of our housing challenges!



2022 ZONING PERMIT SUMMARY

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PERMIT #	NAME	PARCEL ID#	ADDRESS	DESCRIPTION	APPLIED	FINALED
2022-01	DARNELL, TREVOR TORCH CHIRO	05-43-021-089-20	9060 N BAYSHORE DR NW	SIGN PERMIT	1/10/22	01/17/22
2022-02	KERLING, WILLIAM	05-43-175-018-00	601 ASH ST	NEW DETACHED GARAGE	1/20/22	01/25/22
2022-03	COX, BRANDON	05-43-285-011-00	140 RIVERSHORE DR	LOT LINE ADJUSTMENT	2/14/22	02/25/22
2022-04	SHUGART, ROBERT	05-43-325-003-00	829 MILLERS PARK	PORCH ENCLOSURE/ RAISE WALKWAY	2/15/22	02/21/22
2022-05	KEENAN/NEVIN	05-43-175-005-00	518 ELM ST	LOT SPLIT	3/3/22	03/07/22
2022-06	HALEK, MARY	05-43-100-020-00	213 CHARLES ST	MOVE GARAGE	3/4/22	DENIED 3/14/22
2022-07	FEDRIGON, DON	05-43-010-038-00	603 RIVER ST	LARGER SCREEN PORCH	3/25/22	03/25/22
SP-2022-08	SIMPSON, KAREN	05-43-010-008-00	127 RIVER ST	SIGN PERMIT	4/4/22	04/05/22
2022-09	BUSHONG	05-43-325-057-10	823 MILLERS PARK	NEW CONSTRUCTION	4/1/22	04/06/22
2022-10	SOPER, DAN	05-43-021-063-00 & 01	145 LAKE ST	ADDITION & DECK	4/19/22	04/21/22
ZBA-2022-11	HALEK, MARY	05-43-100-020-00	213 CHARLES ST	MOVE GARAGE	3/20/22	05/19/22
ZBA-2022-12	HATCH, THOMAS	05-43-325-024-99	875 MILLERS PARK	VARIANCE REQ FOR §515	4/26/22	05/19/22
SW-2022-13	CELLAR 152		152 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/3/22	05/06/22
SW-2022-14	MULLALY'S 128		128 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/2/22	05/06/22
SP-2022-15	ELK RAPIDS BEAUTIQUE	05-43-020-002-00	212 RIVER ST, #111	SIGN PERMIT	5/6/22	05/07/22
2022-16	GARGANO/STEELMAN	05-43-010-223-00	507 CEDAR ST	ADDITION	5/2/22	05/07/22
SW-2022-17	RIVER ST MARKET		127 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/6/22	05/06/22
SW-2022-18	ELK RAPIDS BEAUTIQUE		212 RIVER ST, #111	SIDEWALK PERMIT - ANNUAL	5/6/22	05/06/22
SW-2022-19	MY MICHIGAN ROOTS		126 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/6/22	05/06/22
SW-2022-20	SWIM TO YOU		124 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/13/22	05/13/22
SW-2022-21	YOGA FLOW		212 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/10/22	05/10/22
SP-2022-22	NORTHWINDS BLOOM	05-43-250-015-00	114 RIVER ST	SIGN PERMIT	5/11/22	05/16/22
2022-23	LISABETH	05-43-021-041-10	138 CHARLES ST	NEW CONSTRUCTION	5/16/22	05/18/22
2022-24	LISABETH	05-43-021-041-01	138 BRAND ST	NEW CONSTRUCTION	5/16/22	05/18/22
SW-2022-25	LINDY BISHOP		108 DEXTER ST	SIDEWALK PERMIT - ANNUAL	5/16/22	05/16/22
SW-2022-26	AMERICAN HOUSE WOODFIRE		151 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/19/22	05/16/22
2022-27	PUTMAN, SHAWN	05-43-028-022-15	585 S BRIDGE ST	NEW CONSTRUCTION	5/16/22	05/18/22
SW-2022-28	NORTHWINDS BLOOM		114 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/18/22	05/18/22
2022-29	WILLEMSE, MEGAN	05-43-400-007-00	304 LAMOREAUX	FENCE	5/18/22	05/18/22
ZBA-2022-30	SHERMAN, MICHAEL	05-43-250-019-10	112 DEXTER ST	VARIANCE REQ FOR §474	5/20/22	DENIED 5/16/22
SW-2022-31	TJ CHARLES		135 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/24/22	05/24/22
SW-2022-32	THE FLOUR POT		108 RIVER ST	SIDEWALK PERMIT - ANNUAL	5/24/22	05/24/22
2022-33	SAUNDERS	05-43-325-015-00	853 MILLERS PARK	FENCE RENOVATION	5/23/22	05/27/22
SW-2022-34	COLDWELL BANKER		100 RIVER ST #3	SIDEWALK PERMIT - ANNUAL	5/23/22	05/24/22
SW-2022-35	AMY KATE DESIGNS		151 RIVER ST	SIDEWALK PERMIT - ANNUAL	6/10/22	06/10/22
SW-2022-36	REAL ESTATE ONE		101 RIVER ST	SIDEWALK PERMIT - ANNUAL	6/3/22	06/03/22
SW-2022-37	CENTURY 21 NORTHLAND		116 RIVER ST	SIDEWALK PERMIT - ANNUAL	6/13/22	06/13/22
2022-38	HIBBARD, TIMOTHY	05-43-425-004-00	131 LAKELAND PL	SHORELINE STABILIZATION REPAIR	6/22/22	06/22/22
SW-2022-39	CHEF CHARLES		147 RIVER ST	SIDEWALK PERMIT - ANNUAL	6/22/22	06/23/22
SW-2022-40	BAYFRONT BEACH & BIKE		130 RIVER ST	SIDEWALK PERMIT - ANNUAL	6/22/22	06/23/22
SW-2022-41	BAYFRONT BEACH & BIKE		107 BRIDGE ST	SIDEWALK PERMIT - ANNUAL	6/22/22	06/23/22
SP-2022-42	TRILLIUM SHORE	05-43-010-206-00	716 BRIDGE ST	SIGN PERMIT	6/29/22	07/14/22
2022-43	YOUNG, KEITH	05-43-175-036-00	707 ASH ST	FAMILY ROOM ADDITION	6/25/22	07/14/22

2022-44	DAVIS, RICHARD	05-43-010-234-00	514 CEDAR ST	DEMOLISH/HOME MOVING	7/11/22	07/14/22
2022-45	O'SHEA/HIBBARD	05-43-425-004-00	131 LAKELAND PL	SOLAR PANELS ENTRY	7/11/22	07/14/22
2022-46	O'SHEA/HIBBARD	05-43-425-004-00	131 LAKELAND PL	SOLAR PANELS FLAT GARAGE	7/11/22	07/14/22
2022-47	POLZIN, JOE	05-43-100-002-00	239 BRAND ST	FENCE	7/12/22	08/02/22
2022-48	MARKER, MICHELLE	05-43-010-039-00	611 RIVER ST	FENCE	7/12/22	07/14/22
2022-49	MARKER, MICHELLE	05-43-010-039-00	611 RIVER ST	SHED	7/12/22	07/14/22
2022-50	BARBER, MELISSA	05-43-200-024-10	BRAND ST PARCEL B, LOT 13	NEW HOME	7/11/22	07/14/22
2022-51	BLAKE/BOWLING	05-43-325-026-00	883 MILLERS PARK	SHORELINE STABILIZATION REPAIR	7/1/22	07/14/22
2022-52	MCCAULEY, RUSSELL	05-43-021-064-00	137 LAKE ST	DECK	7/7/22	07/14/22
2022-53	LESSARD, JON	05-43-010-197-00	514 BRIDGE ST	FENCE	8/1/22	08/01/22
2022-54	BUTLER, ANDREW	05-43-010-070-00 AND -10	104 TRAVERSE ST	FENCE	8/12/22	08/16/22
2022-55	BAESCH, RICHARD	05-43-022-001-10	410 SCOTT CT	NEW BUILD & DECK	8/8/22	08/25/22
2022-56	YONKMAN, JOEL	05-43-175-005-01	ELM ST	NEW BUILD	8/16/22	08/19/22
SP-2022-57	GROULX, DEAN	05-43-570-001-00	215 RIVER ST #1	SIGN PERMIT	8/24/22	08/26/22
SP-2022-58	GROULX, DEAN	05-43-570-001-00	215 RIVER ST #1	SIGN PERMIT	8/24/22	08/26/22
2022-59	BRUBAKER, SCOTT	05-43-350-005-00	318 RIVERSHORE DRIVE	SHED	8/30/22	08/30/22
2022-60	SMITH, RON	05-43-021-059-80	303 RIVERSHORE DRIVE	NEW BUILD	9/14/22	09/14/22
2022-61	HEIM/HERTLER	05-43-125-008-00	108 IROQUOIS ST	NEW BUILD	9/15/22	09/16/22
2022-62	VERMEER, ROBERT	05-43010-242-00	706 CEDAR ST	DECK	9/28/22	09/28/22
2022-63	MOUTHAAAN, DANIEL	05-43-028-007-10	410 RIVERSHORE DR	NEW BOARDWALK/SHORELINE RESTORE	10/11/22	10/11/22
2022-64	PRICE, BEN	05-43-010-167-00	612 CHIPPEWA	ADDITION	10/12/22	10/19/22
SP-2022-65	GRANT, SHERI	05-43-028-016-10	965 GREEN ST	WALL SIGN	10/21/22	10/21/22
2022-66	ERKKINEN, CHRISTINE	05-53-021-033-15	153 MITCHELL	DOCK REPLACEMENT	10/22/22	10/22/22
SP-2022-67	JORTA HOLDINGS	05-43-028-026-00	112 E 4TH ST	SIGN PERMIT	11/9/2022	11/10/22
2022-68	CLARK, KAY		307 MEGUZEE	FENCE	11/9/2022	11/11/22
2022-69	CHRISTENSEN, JOEL	05-43-450-002-00	117 MITCHELL	SHED	11/16/2022	11/21/22
ADU-2022-01	FRIDLEY/BARTLETT	05-43-150-004-00	606 AMES ST	ACCESSORY DWELLING UNIT	11/22/2022	

Village of Elk Rapids
Harbor Monthly Statistics

	May Harbor Stats		June Harbor Stats		July Harbor Stats	
	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold
Gas	\$13,251.47	2,091	\$34,874.13	5,071	\$135,951.00	21,850
Diesel	\$4,500.11	954	\$13,436.61	2,235	\$43,085.16	5,991
Transient	\$45,989.58	222	\$33,602.76	816	\$55,033.77	2,503
Waiting List	\$1,500.00	15	\$320.00	1	\$800.00	11
Daily Ramp Passes	\$899.00	128	\$1,991.90	284	\$4,769.00	681
Seasonal Ramp Passes	\$2,800.00	70	\$2,374.00	60	\$3,360.00	84

	August Harbor Stats		September Harbor Stats		October Harbor Stats	
	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold
Gas	\$52,104.17	16,493	\$34,143.71	6,208	\$7,587.89	1,007
Diesel	\$26,819.23	5,234	\$13,959.76	2,204	\$543.80	89
Transient	\$41,688.41	2,145	\$18,482.97	200	\$564.00	32
Waiting List	\$700.00	7	\$1,200.00	12	\$300.00	3
Daily Ramp Passes	\$1,975.00	282	\$1,413.00	353	\$371.00	57
Seasonal Ramp Passes	\$584.00	14	\$385.00	9	\$0.00	0

End of Season Harbor Stats	
Revenue	Number/ Gallons Sold
Gas	\$292,254.07 / 52,720
Diesel	\$104,289.65 / 16,707
Transient	\$214,996.02 / 5,918
Waiting List	\$5,020.00 / 50
Daily Ramp Passes	\$20,251.90 / 2,893
Seasonal Ramp Passes	\$9,543.68 / 238
Commercial Ramp	\$2,800.00 / 7



Village of Elk Rapids

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MEMORANDUM

TO: Bryan Gruesbeck, Village Manager
FROM: Kristine Davis, Treasurer
DATE: December 5, 2022
RE: **November Monthly Report**

Treasurer Department: Kristine Davis

FINANCIAL:

- Tax Collections to date: \$1,850,605.95
- 34 parcels still owing for a total of \$27,067.22
- Received ACT 51 funds - \$24,463.22
- Received Charter Quarterly Franchise Fees \$10,468.51

STAFF DEVELOPMENT:

- Participated on November 9th a monthly Treasurer-to-Treasurer online session offered thru MMTA
- Worked with MERS on pension plan options

MISCELLANEOUS:

- Met with all department heads and commissions to discuss first round of budget numbers
- Continue to prepare various reports, memos, and spreadsheets in preparation of budget workshops
- Prepared next round of budget amendments for 12/5 Council meeting
- Planning to provide Council with budget notebooks and first drafts at the December 19th meeting
- Would like to plan workshop dates for January – 3 meetings and any additional meeting and public hearing to be held in February. Deadline to approve new budget is no later than February 28, 2023.

Suggested budget workshop meeting dates:

- January 4th or 5th
- January 10th
- January 25th

Topics/budgets/Commissions will be scheduled for each date chosen and Council will be notified ahead of time.



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**VILLAGE OF ELK RAPIDS
RESOLUTION 22-49**

ESTABLISH OCTOBER 2021 OVER PAYMENT RECOMMENDATIONS COMMITTEE

PRESENT:

EXCUSED: Trustee West.

The following preamble and resolution were offered by **Trustee** ___ and supported by **Trustee** ___.

WHEREAS: An accidental over payment to Village of Elk Rapids employees occurred in October of 2021; and

WHEREAS: This issue came to the full council's attention in October of 2022 and the Village Attorney initiated an investigation; and

WHEREAS: The Village Attorney presented findings and recommendations regarding the 2021 over payment at the November 21, 2022 regular council meeting; and

WHEREAS: Council voted at the November 21, 2022 regular meeting to establish a committee to review the recommendations and propose ways to move forward; now therefore

BE IT

RESOLVED: The Elk Rapids Village Council hereby establishes a committee to recommend actions to resolve the October 2021 over payment issue by appointing President Simpson's recommended members:

1. Karen Simpson, Village President
2. Kellie Sergent, Village Trustee
3. Laura Shumate, Village Trustee
4. Bryan Gruesbeck, Village Manager

ROLL CALL VOTE

Yeas:

Nays:

Excused: West.

I, Kaitlyn Szczyпка, Clerk of the Village of Elk Rapids, do hereby certify that the forgoing is a true copy of a resolution adopted by the Village Council of Elk Rapids at the regular council meeting held on December 5, 2022, at which a quorum was present.



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MEMORANDUM

TO: Village President Simpson and Village Trustees

FROM: Kristine Davis, Village Treasurer

DATE: December 5, 2022

RE: **Mid-Year Budget Amendments**

BACKGROUND: The Village of Elk Rapids must adopt a budget before the start of each new fiscal year. During the fiscal year, multiple reviews are conducted of the current budget to gauge how the revenue and expenses are aligning to the budgeted numbers. After a recent budget review, it was noted that due to unexpected projects, higher prices of materials and labor as well as overall price increases, budget amendments are needed at this time for the current 2022-23 budget. The Village has additional funds available in the general fund balance that are not committed and available to modify the needed amendments.

Attached is a spreadsheet detailing the requested amendments. **We have 26 individual General Ledger lines that require amending a net total \$42,302.00.** The spreadsheet breaks out the current budget amount, the current balance available as of 11/16/2022 of the budgeted amount, the new proposed budget request amount and the last column states the total needed to create the new budget amount – the difference between the original budget and proposed.

Each budget amendment line contains an explanation as to why that individual line is requiring and/or reducing funds to the current budget. The spreadsheet also breaks out amounts requested by department and totaled.

A couple items to make note of: Beautification went over in one line but is offsetting with another line where they had funds available. In the Harbor Operating, the cost of fuel expenses were higher than budgeted, but will offset with revenue collected during the season.

RECOMMENDED ACTION: Approve the proposed attached budget amendments necessary to adjust current the current fiscal year budget for 2022-2023.



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<u>GL Number</u>	<u>Description</u>	<u>Department</u>	<u>Current Budget</u>	<u>Current Balance</u>	<u>New Proposed Budget</u>	<u>Difference</u>	<u>Explanation</u>
101-216-731-000	Copies - Govt BLdg	General Services	\$ 4,000.00	\$ (907.99)	\$ 6,500.00	\$ 2,500.00	Excess copies made to date - i.e. manuals, Citizens Academy
101-216-803-000	Auditor	General Services	\$ 4,500.00	\$ (5,376.00)	\$ 10,000.00	\$ 5,500.00	Audit costs higher - New Chart of Accts cost - not budgeted
101-216-818-500	Software Support	General Services	\$ 12,800.00	\$ (2,004.30)	\$ 17,000.00	\$ 4,200.00	Renewals more expensive - Office 365
					Sub Total	\$ 12,200.00	
101-260-758-000	Dues & Fees	Office Administration	\$ 500.00	\$ (365.48)	\$ 1,000.00	\$ 500.00	Expenses higher - renewals
101-260-864-000	Training/Conferences	Office Administration	\$ 5,500.00	\$ (235.74)	\$ 6,000.00	\$ 500.00	Add'l training requested
101-260-900-000	Printing/Publication	Office Administration	\$ 3,000.00	\$ (530.40)	\$ 4,000.00	\$ 1,000.00	Expenses higher - Ads
					Sub Total	\$ 2,000.00	
101-690-757-000	Supplies	DPW General	\$ 12,000.00	\$ (1,570.24)	\$ 14,000.00	\$ 2,000.00	Expenses higher
101-690-853-000	Phone/TV/Internet	DPW General	\$ 600.00	\$ (180.10)	\$ 1,000.00	\$ 400.00	Expenses higher
					Sub Total	\$ 2,400.00	
101-692-818-000	Contractual	Beautification	\$ 7,600.00	\$ 6,364.00	\$ 7,498.00	\$ (102.00)	Move funds to cover Printing
101-692-900-000	Printing/Publication	Beautification	\$ 300.00	\$ (102.00)	\$ 402.00	\$ 102.00	
					Sub Total	\$ -	
101-801-900-000	Printing/Publication	Planning/Zoning	\$ 900.00	\$ (175.00)	\$ 1,100.00	\$ 200.00	Add'l printing costs
					Sub Total	\$ 200.00	
202-463-818-550	Software Support	Major Street	\$ 600.00	\$ (423.68)	\$ 1,500.00	\$ 900.00	BS&A Renewal - Expenses higher
202-763-853-000	Phone/TV/Internet	Major Street	\$ 300.00	\$ (49.76)	\$ 500.00	\$ 200.00	Expenses higher
					Sub Total	\$ 1,100.00	
203-463-818-550	Software Support	Local Street	\$ 1,500.00	\$ (462.15)	\$ 2,000.00	\$ 500.00	BS&A Renewal - Expenses higher
203-463-853-000	Phone/TV/Internet	Local Street	\$ 300.00	\$ (10.73)	\$ 500.00	\$ 200.00	Expenses higher
					Sub Total	\$ 700.00	
407-544-755-100	Fuel Hose/Nozzle Replacement	Harbor Capital	\$ 2,500.00	\$ (587.50)	\$ 3,100.00	\$ 600.00	Higher Cost
					Sub Total	\$ 600.00	
590-560-740-000	Chemicals	Sewer Treatment	\$ 15,000.00	\$ (789.46)	\$ 16,000.00	\$ 1,000.00	Higher Cost
590-560-864-000	Training/Conferences	Sewer Treatment	\$ 3,000.00	\$ (93.14)	\$ 3,100.00	\$ 100.00	Additional Training
					Sub Total	\$ 1,100.00	
594-544-751-000	Fuel	Harbor Operating	\$ 220,000.00	\$ (28,188.20)	\$ 248,500.00	\$ 28,500.00	Higher Purchase - offset with Rev
594-544-752-000	Diesel Fuel	Harbor Operating	\$ 65,000.00	\$ (18,718.30)	\$ 85,000.00	\$ 20,000.00	Higher Purchase - offset with Rev
594-544-756-000	Dumpster	Harbor Operating	\$ 3,000.00	\$ (1,694.64)	\$ 5,000.00	\$ 2,000.00	Budget wasn't high enough
594-544-854-000	Phone/TV/Internet	Harbor Operating	\$ 13,500.00	\$ (2,232.28)	\$ 16,000.00	\$ 2,500.00	Higher Expenses
594-544-818-000	Contractual/Enhancements	Harbor Operating	\$ 32,200.00	\$ (7,278.71)	\$ 40,000.00	\$ 7,800.00	Higher expenses
594-544-818-500	Software Support	Harbor Operating	\$ 2,000.00	\$ (652.89)	\$ 3,000.00	\$ 1,000.00	Higher expenses
					Sub Total	\$ 61,800.00	
595-565-930-000	Repairs/Maintenance	Water Operation	\$ 10,000.00	\$ (3,436.10)	\$ 14,000.00	\$ 4,000.00	Higher expenses
					Sub Total	\$ 4,000.00	
661-932-973-502	Capital Outlay/Pick Up Truck	Equipment Replacement	\$ 42,000.00	\$ 42,000.00	\$ -	\$ (42,000.00)	Truck not purchased
661-932-973-503	Capital Outlay/Police Vehicle	Equipment Replacement	\$ -	\$ (49,430.36)	\$ 49,500.00	\$ 49,500.00	Not budgeted - offset above
					Sub Total	\$ 7,500.00	
			\$ 462,600.00		\$ 556,200.00	\$ 90,700.00	TOTAL NEW AMENDMENTS
						\$ 48,398.00	Revenue adjustments
						\$ 42,302.00	NET ADJUSTMENTS



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**VILLAGE OF ELK RAPIDS
RESOLUTION 22-50**

FISCAL YEAR 2022-2023 BUDGET AMENDMENT

PRESENT:

EXCUSED: Trustee West.

The following preamble and resolution were offered by **Trustee** ___ and supported by **Trustee** ___.

WHEREAS: The Village of Elk Rapids must adopt a budget before the start of each new fiscal year. During the fiscal year, multiple reviews are conducted of the current budget to gauge how the revenue and expenses are aligning to the budgeted numbers; and

WHEREAS: After a recent budget review it was noted that due to unexpected projects, higher prices of materials, and labor as well as overall price increases, budget amendments are needed at this time for the current 2022-23 budget; and

WHEREAS: The Village has additional funds available in the general fund balance that are not committed; and available to modify the needed amendments; and

WHEREAS: The requested budget amendments and explanations are attached and ready for review; now therefore

BE IT RESOLVED: The Elk Rapids Village Council approves the current budget amendments to the 2022-2023 fiscal year budget.

ROLL CALL VOTE

Yeas:
Nays:
Excused: West.

I, Kaitlyn Szczyпка, Clerk of the Village of Elk Rapids, do hereby certify that the forgoing is a true copy of a resolution adopted by the Village Council of Elk Rapids at the regular council meeting held on December 5, 2022, at which a quorum was present.



Village of Elk Rapids

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MEMORANDUM

TO: Village President and Village Council Trustees

FROM: Kristine Davis

DATE: December 5, 2022

RE: **MERS – Pension Plan**

BACKGROUND: The Village and its employees currently contribute to the Municipal Employee's Retirement System (MERS) of Michigan. MERS is an independent professional retirement services company that was created to administer the retirement plans for Michigan's local units of government on a non-for-profit basis. Currently employees are required to contribute 10.05% of each paycheck to their defined benefit plan. As a Village benefit, the Village contributes an additional 10% per paycheck per employee into the plan. These matching funds are accessible after certain vesting/service credits/employment are met at the time of retirement.

Each year MERS completes an Annual Actuarial Valuation Report. It looks at our employees, length of service, who is receiving benefits now (retirees), who will be receiving benefits in the future etc. They take into account the market, risks, investments and contributions. They help us determine what funds we will need on hand to guarantee payments to those we have promised to provide them to in the future. The goal is to have a healthy plan at 100% funded.

As of the end of 2021 it was stated that the Village of Elk Rapids was 77% funded. Up from 73% in 12/2020. In order to reach our goal of 100% funded in the future we must try to stay on target with the recommendations from MERS on what the change in contributions should be from year to year. These will fluctuate due to the market and other variables.

Currently we have one division with MERS. This division includes all employees including the Police Officers. Because we are currently all together, we are subject to the requirements of the Police Union contract. This contract has a CAP - meaning that the EMPLOYER (The Village) cannot contribute more than 10% towards the pension plan. In other words, if MERS states there needs to



be an increase in a future year, the employees have to make up any of the gap as the Village is already maxed out at 10% cap.

To extend this employer contribution as a benefit to employees, it will be necessary to “carve out” another division and separate the police from all other employees. This would allow the cap to stay in place for just 5 employees (the Officers) while the remaining 17 employees would be in a separate division with no employer cap.

For 2023 MERS is recommending that total contributions be at 21.39%. In our current model - Village would pay cap of 10% and employees would have to make up the difference of 11.39% (currently paying 10.05%) difference of 1.34% increase.

If we go with the suggested new model, here is the breakdown for 2023:

Division 1 – Union Plan with 10% cap – 5 employees - Per MERS contribution would need to be 18.34%.

- If we keep employee’s constant at 10.05% then Village would only pay 8.29% (save 1.71%)

Division 2 – Employee plan with no cap – 17 employees – Per MERS contribution would need to 21.95%.

- If we keep employee’s constant at 10.05% then the Village would pay 11.90% (increase of 1.90%)

Compared to the current Village rate of 10% paid for 2022 – the cost to the Village for 2023 would be a net overall increase difference of .19% for the Village but no increase for employees. I am waiting to hear from MERS on how much the .19% is in dollars.

RECOMMENDED ACTION: I recommend that the Village approve the decision to split current employees into 2 Divisions. Police would continue in Union contract with 10% employer cap while other employees would be in a newly created division with no employer cap.





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**VILLAGE OF ELK RAPIDS
RESOLUTION 22-51**

MERS RETIREMENT PLAN OPTIONS

PRESENT:

EXCUSED: Trustee West.

The following preamble and resolution were offered by **Trustee** ___ and supported by **Trustee** ___.

WHEREAS: Village of Elk Rapids and its employees currently participate and contribute to one division plan for all employees' retirement benefits through the Municipal Employees Retirement System (MERS) of Michigan; and

WHEREAS: MERS suggested contribution rate for 2023 is 21.39% which will allow for the Village to continue to reach the ultimate goal of 100% fully funded pension plan; and

WHEREAS: Currently, the Village presently contributes 10% of wages to the plan as an employee benefit and employees contribute 10.05% for a total of 20.05% per pay period; and

WHEREAS: The one (1) current division is under the Police Union contract which caps the Village at contributing more than 10%, which in turn would cause the employees to make up any difference for 2023 and forward; and

WHEREAS: MERS has provided the Village a report to show the financial implications of a different retirement plan design option; specifically, showing the summary of two (2) proposed divisions one with a cap and one without a cap; now therefore

BE IT RESOLVED: The Elk Rapids Village Council approves the MERS report which would create two (2) divisions for employees. Police officers would stay in one division approved under the Police Union contract and would have a 10% cap for the Village employer contributions and a new carved out division for remainder of employees that will not have a cap for Village employer contributions.

ROLL CALL VOTE

Yeas:
Nays:
Excused: West.

I, Kaitlyn Szczyпка, Clerk of the Village of Elk Rapids, do hereby certify that the forgoing is a true copy of a resolution adopted by the Village Council of Elk Rapids at the regular council meeting held on December 5, 2022, at which a quorum was present.



Village of Elk Rapids

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MEMORANDUM

TO: Village President Simpson and Village Trustees

FROM: Bryan Gruesbeck, Village Manager

DATE: December 5, 2022

RE: Rotary Park Improvements: Spark Grant Application

BACKGROUND: As you may recall, the Village requested \$300,000 from the Michigan Natural Resources Trust Fund (MNRTF) earlier this year for the construction of improvements to Rotary Park. Those improvements include a kayak launch, barrier-free additions, parking, landscaping, and restrooms. The MNRTF decision is expected to be announced on December 14, 2022.

If unsuccessful, Staff and Paddle Antrim recommends an application to the Department of Natural Resources (DNR) Spark grant. This money was made available in Michigan in response to economic challenges experienced by communities during the COVID-19 pandemic. Spark grants are intended to “support projects that provide safe, accessible public recreation facilities and spaces to improve people’s health, introduce new recreation experiences, build on existing park infrastructure and make it easier for people to enjoy indoor and outdoor recreation” (<https://www.michigan.gov/dnr/buy-and-apply/grants/rec/sparkgrants>). The proposed Rotary Park Improvement Project appears to fit this mission.

In order to submit an application by the December 19, 2022 deadline, the Village Council is asked to review and, if appropriate, approve a supporting resolution (see attached).

RECOMMENDED ACTION: Approve the proposed attached budget amendments necessary to adjust current the current fiscal year budget for 2022-2023.

Funding Source	Contributing Amounts
Village of Elk Rapids	\$80,000
DDA/Village	\$20,000
Parks & Rec/Village	\$2,500
Waterways Commission (DNR)	\$247,374
Paddle Antrim	\$120,000
Spark	\$478,126
Total	\$948,000



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**VILLAGE OF ELK RAPIDS
RESOLUTION 22-52**

ROTARY PARK IMPROVEMENTS: SPARK GRANT APPLICATION

PRESENT:

EXCUSED: Trustee West.

The following preamble and resolution were offered by **Trustee** ___ and supported by **Trustee** ___.

WHEREAS: The Village of Elk Rapids supports the submission of an application titled "Improvements to Rotary Park" to the Spark grant program for improvements to the Elk Rapids Rotary Park; and

WHEREAS: The Village of Elk Rapids is hereby making a financial commitment to the project in the amount of \$102,500 in matching funds, in cash and/or force account; and

WHEREAS: If the grant is awarded the applicant commits its local match and donated amounts from the following sources:

Waterways Commission	\$247,374
Paddle Antrim	<u>\$120,000</u>
Total	\$367,374

BE IT RESOLVED: The Elk Rapids Village Council authorizes the submission of a Spark grant application for \$478,126 and further resolves to make available a local match through financial commitment and donation of \$469,874 of a total project cost of \$948,000 during the 2023-2024 fiscal year.

ROLL CALL VOTE

Yeas:
Nays:
Excused: West.

I, Kaitlyn Szczyпка, Clerk of the Village of Elk Rapids, do hereby certify that the forgoing is a true copy of a resolution adopted by the Village Council of Elk Rapids at the regular council meeting held on December 5, 2022, at which a quorum was present.



Village of Elk Rapids

BOARD & COMMISSION APPLICATION

Applicant Name (please print): Emily Periard-Petrovich

Thank You for considering serving your community! Your willingness to serve is greatly appreciated because our village needs people like you to help Elk Rapids keep pace with the changing conditions.

To assist the council in making the best match between boards and members, we would appreciate you completing the brief questions that are located on this form.

The meeting schedules and functions of all boards and committees are shown below. If you are a registered elector and not in default to the Village, you are eligible to serve. **Please rank up to the top five boards you are interested in serving on, with #1 being the most preferred.** When making your selections, be sure to consider not only the board's function, but also the meeting dates. Applications will be kept on file in the clerk's office until the end of the calendar year in which you submitted your application.

RANK	BOARD OR COMMISSION	TERM	MEETING DATES/TIMES	FUNCTION
	Beautification Commission	3 Years	April – November 3 rd Wednesday of the month @ 9:00 a.m.	Manages and maintains 14 garden and public spaces in the Village. Partners with the Elk Rapids Garden Club and the Elk Rapids DPW. The mission is to promote native, pollinator, and environmentally sound long-term gardening and tree planting practices for the beautification of the village.
	Downtown Development Authority (DDA)	4 Years	2 nd Wednesdays of the month @ 6:00 p.m. Dates may change in the summer.	Analyze impact of economic changes in DDA districts, develop plans to promote orderly economic growth, and to provide all other matters necessary and related thereto.
	Elk Rapids District Library Board	4 Years	2 nd Thursdays of the month @ 5:00 p.m.	Description will be provided once the Library Board goes through their Strategic Planning process, stay tuned!
	Harbor Commission	3 Years	2 nd Mondays of the month @ 6:30 p.m.	Review projects that may affect bodies of water throughout the village, create five-year plan for harbor functions and facilities, budget for harbor activities, recommend projects to village council.
	Housing Commission	5 Years	3 rd Tuesdays of the month @ 3:30 p.m.	Purchase, acquire, construct, maintain, operate, improve, extend, or repair public housing facilities.
	Parks & Recreation Commission	3 Years	1 st Thursdays of the month @ 7:00 p.m.	Recommend infrastructure changes and recreation opportunities to the village council, create and implement five-year community recreation plan, promote parks and recreational opportunities, budget for parks & recreational activities.
	Planning Commission	3 Years	4 th Tuesday of the month @ 7:00 p.m.	Develops and recommends zoning ordinances, creates and adopts a comprehensive Community Master Plan, and reviews and/or approves new developments.
	Zoning Board of Appeals (ZBA)	3 Years	3 rd Thursdays of the month @ 7:00 p.m.	Review variance requests, interpret zoning ordinances, and consider appealing decisions made by Planning Administrator.

GENERAL QUESTIONNAIRE

How long have you lived in the Village of Elk Rapids and why did you choose to live here:

We moved to Antrim County in 2012 and into the Village of Elk Rapids in 2018. This area offers such rich outdoor experiences year-round—this is so important to our family. Additional factors that led to our decision include walkability while still having plenty of space for adventure, a commitment to protecting our beautiful environment, and the warm kindness and sense of community that so many residents cultivate.

Please give a brief summary of your educational and work background:

I attended Birch Run Area Schools, the Pratt Institute Summer PreCollege program following high school graduation, and earned a Bachelor of Science in Psychology from Western Michigan University. My prior work experience includes both nonprofit and for-profit positions in the industries of mental health, social services, legal advocacy, and crisis intervention. Many years were spent working under a variety of different types of grants in partnership with county, state, and federal departments. I moved into community outreach, which led to nonprofit development, and then into marketing and advertising for nonprofits. When John and I realized how many small businesses and nonprofits were struggling to find accessible marketing support, we knew we had discovered a way we could help! We started our company in 2009 and feel so grateful every day to be in business and be able to serve our clients.

Please tell us about any previous civic or service club involvement:

I am currently a Board Member for the Lakeland Elementary PTO. Previously, I served on the Board of Directors for The Botanic Garden at Historic Barns Park in Traverse City. Local volunteering has included Elk Rapids Garden Club, Elk Rapids Chamber of Commerce, Zonta Club of Traverse City, SCORE Traverse City, and Traverse City Young Professionals.

During my board term at The Botanic Garden, I served on the Policies & Bylaws Committee that included major updating of current policies and bylaws, and the development and addition of new policies and bylaws.

Please tell us more about yourself and your interest in serving on a board or committee for the Village of Elk Rapids:

I wholeheartedly believe in the power of our local libraries. Growing up in a very small community with a severe lack of diversity and a high level of poverty, our library and librarians opened eyes and hearts to the world, made knowledge and technology accessible, and provided a warm, safe space for everyone. Now as a mom of two young children, it's hard to put into words how impactful the Elk Rapids District Library has been in so many ways that enrich lives, including serving as a beacon of hope through the pandemic shutdowns when community felt very far away. It has been so exciting to watch the positive shifts and growth that has been happening at our magical library thanks to the hard work of so many. It would be an honor to join the Board and provide an additional level of support to such a critically important community asset.

Please complete and return this form to the Village Clerk at the Elk Rapids Government Center.

The information you have supplied will be provided to the nominating committee for each board/commission, the Village Council, and is also subject to public disclosure under the Michigan Freedom of Information Act, as amended. If you have any questions, you may contact the Village Clerk's Office at (231) 264-9274, email kszczyпка@elkrapids.org.

Signature:



Home Address: 223 Brand St
Elk Rapids, MI 49629

Telephone: (home/mobile) 989-714-0930

(work)

Date: November 30, 2022

Email Address: emily@copperbottom.cc

Thank You again for taking the time to fill out this application. Your willingness to serve the Village of Elk Rapids is greatly appreciated. Please read the descriptions on the following pages of each of the commissions so you can familiarize yourself with the functions and required capabilities

ADDITIONAL BOARD/COMMISSION INFO & PREVIOUS EXPERIENCE

Please check the boxes if you have experience with the specified criteria. You are also welcomed to attach your current resume in addition to filling out this section.

BEAUTIFICATION COMMISSION

The beautification commission is comprised of eight (8) members, at least four (4) must be village residents and a council representative. A full term consists of three (3) years of service to the commission.

Please check below if you have experience in:

- Budgeting
- Computer skills
- Gardening
- Landscaping
- Marketing and communication
- Other _____

Please check below if you:

- Have an interest in plants and trees
- Can work as a team
- Could do some light gardening
- Have knowledge of good environmental practices
- Have an interest in gardening
- Have an interest pollinators and native plants
- Have native plant knowledge

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

The DDA board of directors includes the chief executive officer (village president) and not less than eight (8) and no more than twelve (12) members. Members shall be appointed by the chief executive officer of the village, subject to the approval by the village council per DDA ordinance. A full term consists of four (4) years of service on the DDA board of directors.

Please check below if you have experience in:

- Advertising/Marketing/Public Relations
- Banking/Finance
- Business Leadership
- Commercial Real Estate
- Community Development
- Economic Development or Policy
- Grant Writing/Processing
- Legal Experience

- Other _____

Please check below if you are:

- A Resident in an Elk Rapids DDA District (Downtown, Ames Street, 31-Corridor, Industrial Park)
- Building Owner in an Elk Rapids DDA District
- Business Owner in an Elk Rapids DDA District
- Work at a business in an Elk Rapids DDA District

ELK RAPIDS DISTRICT LIBRARY BOARD

The village appoints three (3) members to the library board. A full term consists of four (4) years of service on the ERDL board of trustees.

Please check below if you have experience in:

- Library and Informational Science
- Policy and Administration
- Other _____

Please check below if you have:

- A degree in Library or Informational Science
- An active ERDL Library Card
- Attended library events in the past year
- Professional Library Experience
- Volunteered with the Library or are part of the Friends of the Library Group

HARBOR COMMISSION

The harbor commission consists of seven (7) members, five (5) of whom are village residents, and a council representative. One (1) member may be appointed at large (does not need to be a village resident). A full term consists of three (3) years of service to the commission.

Please check below if you have experience in:

- Business
- Engineering
- Environmental Law
- Financial Operating Statements
- Grant Writing
- Marketing
- Other _____

Please check below if you are:

- A current or previous boater
- Seasonal Slip Holder at the Edward C. Grace Memorial Harbor
- Present or Past Harbor Staff (anywhere)

HOUSING COMMISSION

The village housing commission shall consist of five (5) members, all of whom must reside in the village, to be appointed by the village council. At least one (1) member shall be a tenant of public or subsidized housing. A full term consists of five (5) years of service to the commission.

Please check below if you have experience in:

- Banking/Finance
- Building Construction/Engineering
- Facilities Management
- Housing Development/Law
- Property Appraisal/Assessing
- Property maintenance/management
- Other _____

Please check below if you are:

- A resident in public housing

PARKS & RECREATION COMMISSION

The committee shall consist of a council representative and six (6) members, four (4) of which must be village residents. A full term consists of three (3) years of service to the commission.

Please check below if you have experience in:

- Advertising/Marketing/Public Relations
- Fitness/Recreation
- Land Use Planning
- Landscape Architecture
- Physical Education
- Public Administration
- Recreational Programming and Classes
- Other _____

Please check below if you:

- Coached a sport: _____
- Have visited a village park in the past year
- Have volunteered to clean up trash
- Came out to the commUNITY event in 2021

PLANNING COMMISSION

The commission shall consist of seven (7) members including six (6) village residents and a member of the village council. A full term consists of three (3) years of service to the commission.

Which of the following traits do you feel you could contribute to the Planning Commission:

- Research
- Attention to detail
- Environmental issue knowledge
- Open-mindedness
- Other _____

Please check below if you have experience in:

- Architecture
- Building Construction
- Civil Engineering
- Land Use Planning
- Landscape Architecture
- Real Estate/Development/Law
- Other _____

Please check below if you are:

- A Registered Voter with Primary Residency in the Village of Elk Rapids

ZONING BOARD OF APPEALS (ZBA)

The ZBA consists of five (5) members, all village residents. One (1) member is appointed to serve from the planning commission and the other four (4) members are appointed by the village council.

Which of the following traits do you feel you could contribute to the ZBA:

- Research
- Attention to detail
- Open-mindedness
- Other _____

Please check below if you have experience in:

- Knowledge of Village of Elk Rapids Zoning Ordinances
- Planning/Zoning Law
- Real Estate/Development/Law
- Other _____

Please check below if you are:

- A Registered Voter with Primary Residency in the Village of Elk Rapids
- Willing to go through necessary training to understand zoning regulations that will be pertinent to this role



Village of Elk Rapids

DOWNTOWN DEVELOPMENT AUTHORITY

MONTHLY NEWSLETTER

DECEMBER 2022 *Happy Holidays!*



DDA MEMBERS

DOUG VANCURA, CHAIR

dvancura@elkrapids.org

Term Ending 2024

CHRISTINE PETERSEN, VICE-CHAIR

cpetersen@elkrapids.org

Term Ending 2023

BECKY LANCASTER, SECRETARY

blancaster@elkrapids.org

Term Ending 2026

JAQUELYN BOS

jbos@elkrapids.org

Term Ending 2024

SANDY EHLERS

sehlers@elkrapids.org

Term Ending 2026

BARBARA MATTHEWS

bmatthews@elkrapids.org

Term Ending 2025

JOHN PETROVICH

jpetrovich@elkrapids.org

Term Ending 2026

JANET RENTSCH

jrentsch@elkrapids.org

Term Ending 2023

SUSAN SWEET

ssweet@elkrapids.org

Term Ending 2025

KAREN SIMPSON, VILLAGE PRESIDENT

Council Representative

ksimpson@elkrapids.org

Term Ending Nov. 2024

Welcome back to the monthly DDA newsletter! With the 13 Ways Team back in town at the end of November with their final deliverable on the Elk Rapids community assessment project, we wanted to give you an update on what they had to say.

13 WAYS STRATEGIC VISION FOR ELK RAPIDS COMMUNITY

The 13 Ways team was back in Elk Rapids to give a final presentation on a strategic vision for the Elk Rapids area. On November 28, 2022, the team went over trends for changing consumer habits and unveiled a strategic vision. This final deliverable comes after two years of community assessments, gathering information from several groups and individuals, and giving recommendations for community development.

The vision includes a narrative on the Elk Rapids community, a vision statement, four key values, and the actions and milestones for accomplishing collective goals. The values that the team highlighted are **communications and engagement, inclusive community, community investment, and collaboration.**

You can read the entire document here: <https://www.elkrapidschamber.org/13-ways-project/>

DDA will be reviewing the recommendations to integrate them into the upcoming Economic Development Strategic Plan.

DDA ACTION UPDATES

- DDA Board Members are reviewing budget request for the upcoming 2023-2024 fiscal year. Join the DDA at a Special meeting on December 7, 2022 at 5:30 p.m. to give your input on priorities in the new year!
- The DDA is revamping the discoverelkrapids.com website. They have voted to continue investing with DERA (Downtown ER Association) and the Chamber to promote the website and Elk Rapids businesses.



Please join us for a **Special DDA Meeting December 7, 2022 at 5:30 p.m.** in Old Council Chambers to talk about the upcoming fiscal year's budget and the **Regular DDA Meeting December 14, 2022 at 6:00 p.m.** that will take place at the Elk Rapids Government Center, 315 Bridge Street. We hope to see and collaborate with you there!

Learn more online at: <https://elkrapids.org/downtown-development-authority>

Kaitlyn Szczypka

From: Boyd, Margie <boydm@antrimcounty.org>
Sent: Thursday, December 1, 2022 4:47 PM
Subject: State Land Bank Authority Blight Elimination Program
Attachments: Blight Elimination Overview update.pdf

Attached you will find information on Michigan’s State Land Bank Authority Blight Elimination Program. Since there is no land bank in Antrim County, any of the villages or townships may apply for funding on their own. Grant application packages are due to the State by January 31, 2023.

If you are interested in learning more about this opportunity, please contact the State Land Bank Authority directly at (517)335-8212. To see the full grant requirements and directions on how to submit the grant application package, you can visit michigan.gov/landbank.

Thank you.



Margie Boyd, Secretary
Antrim County Administration/Planning
PO Box 187, Bellaire, MI 49615
boydm@antrimcounty.org
(231) 533-6265 xt.3118

BLIGHT ELIMINATION PROGRAM

SUPPORTING VIBRANT, PROSPEROUS COMMUNITIES

Gov. Whitmer's 2023 bipartisan fiscal year budget included [\\$75 million in blight elimination funds](#) to support vibrant, prosperous communities across the state. Of those funds, [\\$21.55 million is now available](#) to local land banks and communities for a competitive grant program to address vacant, abandoned and deteriorated properties across Michigan.

Grant Awards

During the first round of funding, the maximum award amount is:

- \$200,000 cap per county, or
- \$1,077,500 cap per Prosperity Region in Prosperity Regions 7, 9, and 10

Eligible Activities

- Demolition of vacant residential, commercial, or industrial structures
- Stabilization activities of vacant residential, commercial, or industrial structures
- Matching or gap funding of environmental remediation and related site preparation
- Project administration up to 8% of the total grant award.

Eligible Properties

- Any property under control of a land bank
- Any vacant residential, commercial, or industrial property that is blighted - as defined in the RFP

Eligible Applicants

In areas served by a county or city land bank, the land bank must be the lead applicant and respondents may provide their submission package any time during the Submission Period of Oct. 1, 2022 – Jan. 31, 2023. Submissions will be reviewed no later than 30 days after proper submission to SLBA.

In areas not served by a county or city land bank, a county, city, village or township may apply for funding directly and respondents may provide their submission package prior to 5 p.m. on Jan. 31, 2023. Awards will be completed by March 31, 2023.

Respondents in Prosperity Regions 7, 9 and 10 may provide their submission package prior to 5 p.m. on Jan. 31, 2023. Awards will be completed by March 31, 2023.

Projects funded under this grant should be completed with all necessary documentation submitted by Dec. 31, 2023.



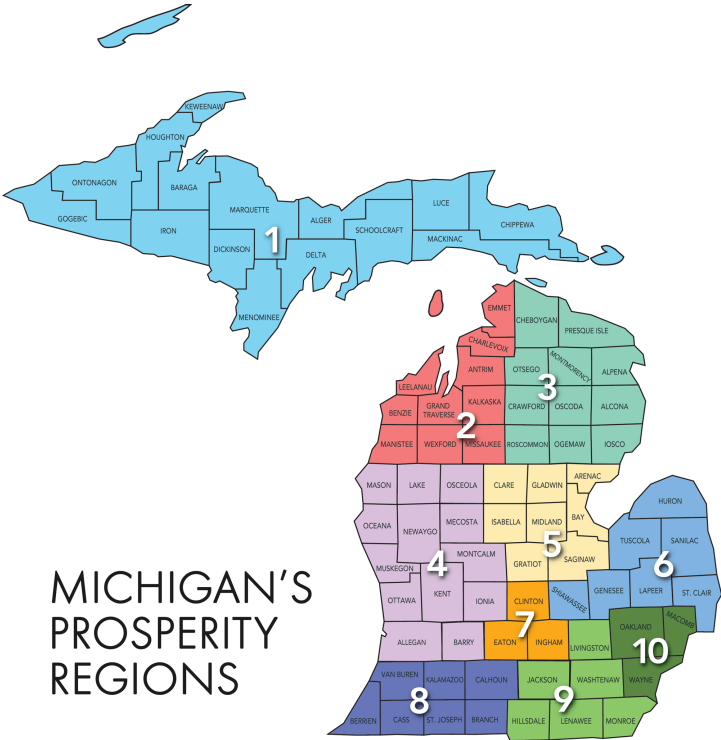
Questions? Email us at LandBank@michigan.gov or call 517-335-8212. This grant is administered by the State Land Bank Authority. Full grant requirements and submission directions are available at Michigan.gov/LandBank.

FY 2023-2024 Blight Elimination Program Process Map

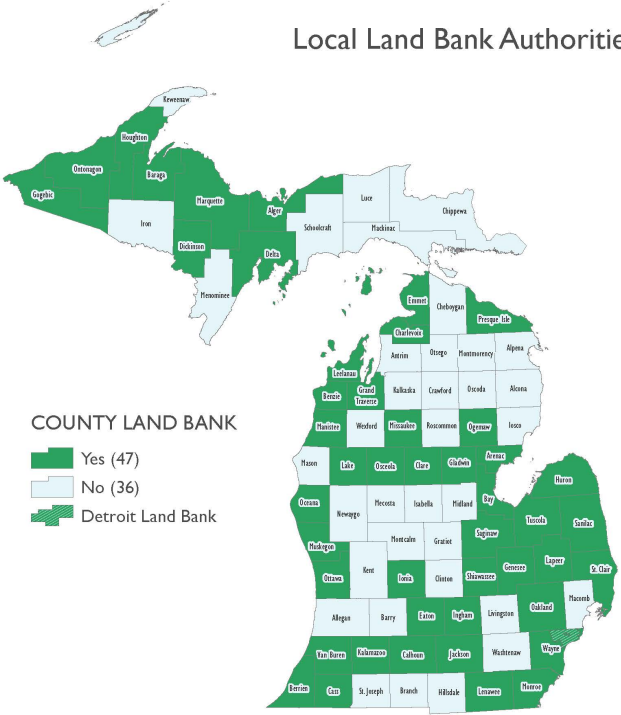


STATE LAND BANK AUTHORITY

Local Land Bank Authorities



MICHIGAN'S PROSPERITY REGIONS



Prepared by the State Land Bank Authority, 9/15/2022
 Source: State Land Bank Authority; Michigan GIS, Open Data