AGENDA
EAST JORDAN CITY COMMISSION
Commission Chambers
5:30 PM, Tuesday, November 17, 2026
Web: *www.eastjordancity.org*

Welcome to the Business Meeting of the City of East Jordan. Visitors are welcome and encouraged to address any and all items listed on this agenda. The only time a visitor must wait to voice concerns is if the agenda does not specifically designate a time when that particular subject will be addressed; in that case, you may address the Commission just before the Consent Agenda. ***The Mayor (or presiding Commission member) must recognize anyone wishing to address the City Commission prior to speaking.*** *If you have any items you wish to address with the Commission that involve the day-to-day operations of the City or its Departments, etc., please address those concerns first with the City Administrator.*

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL AND QUORUM ESTABLISHMENT

3. APPROVAL OF TONIGHT'S MEETING AGENDA

4. CONFLICTS OF INTEREST

5. PUBLIC COMMENT-*3 minutes per speaker to address City Commission on items on the agenda*

- ***The public comment period provides an opportunity for members of the public to address the Commission topics which are listed on the agenda. Each speaker is requested to state their name and keep comments concise, within a three-minute time limit. Comments should be directed to the Commission as a whole. The Commission will listen to all comments but may not respond directly during the meeting or immediately address topics.***

6. PUBLIC CORRESPONDENCE

- ***The Public Correspondence section acknowledges and records any communications received from the public since the previous meeting that the City Administrator has reviewed and identified as requiring the Commission's input or awareness. These items may not be acted upon at the meeting in which they are presented and may be tabled for discussion or action at a future meeting.***

7. CONSENT AGENDA

- ***The consent agenda includes routine, procedural, informational, and non-controversial items that can be approved collectively. Commissioners may request to remove any item from the consent agenda for individual consideration. Items remaining on the consent agenda will be approved with a single motion.***

A City Commission Meeting Minutes dated November 3, 2026
11-03-26 Draft.docx

B Acknowledge Receipt of the Paid Bills List dated November 13, 2026 totaling $ 150,925.60
Accounts Payable 11-13-26.pdf

C Acknowledge Receipt of the Zoning Activity Report for October 2026
October 2026.pdf

D Acknowledge Receipt of the following Boards and Commission Meeting Minutes:
- Jordan Valley EMS Authority Special Meeting-October 5, 2026
- City Commission Closed Session Minutes-November 3, 2026
- City Commission Organizational Meeting-November 9, 2026

October 5 2026 Board Meeting Minutes Final_0001.pdf
11-09-26 Draft.docx

E Acknowledge Receipt of the following Monthly Public Safety Reports:
- Fire-October 2026

2026 OCTOBER FIRE REPORTS.pdf

UNFINISHED BUSINESS

8 Planned Unit Development (PUD) Review for 340 South Lake Street from Artemis Development LLC-*No Discussion*
1601 M-66 EAST JORDAN PUD - REDUCED.pdf
Artemis Dev Site Plan.pdf
Draft Architectural Floor Plans.pdf

NEW BUSINESS

9 Approve to cancel December 1, 2026 Commission Meeting due to lack of agenda items

10 Christmas on Third Street Event Packet
Christmas on Third Event Packet.pdf

11 Resignation Acceptance of Mark Penzien from City Commission and Authorize the City Clerk to post the vacancy *(applications will be due to City Clerk by December 10, 2026 at 12:00 p.m.)*
Penzien Resignation Letter.pdf

12 Bendzinski & Co Marina Project Borrowing Scenarios
26-111 Council Memo 2026.10.15.pdf

13 Review applications and make appointment of City Representative to the EMS Board *(term to expire 11/2027)*

14. ANNOUNCEMENTS & REPORTS
- **EMS AUTHORITY BOARD UPDATE**

15. CITY ADMINISTRATOR'S REPORT

City Administrator's Report
Administrator's Report 11-17.pdf

16. MAYOR'S REPORT/DDA UPDATE

17. **PUBLIC COMMENT-** ***3 minutes per speaker to address the City Commission***

- ***The public comment period provides an opportunity for members of the public to address the Commission unrelated to the agenda. Each speaker is requested to state their name and keep comments concise, within a three-minute time limit. Comments should be directed to the Commission as a whole. The Commission will listen to all comments but may not respond directly during the meeting or immediately address topics.***

18. **GOOD OF THE ORDER**

19. **Closed Session to discuss DPW Union Contract Negotiations which is exempt from disclosure under a statute under MCL 15-268 (c) exempt from disclosure under the Freedom of Information Act to MCL 15-268 (d).**

20. **ADJOURNMENT**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-536-3381 or by email at info@eastjordancity.org. A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

CITY OF EAST JORDAN
CITY COMISSION
MEETING MINUTES
Tuesday November 03, 2026
5:30 PM

Present: Mayor Melyssa Lindenthal, Amy Sherman, Mark Penzien, Scott Gillespie, Margaret Manor, Joseph Kroll

Absent: Daniel Miller

Others: City Administrator Cannon
City Treasurer Jackson

Guests:

PUBLIC HEARING AT 5:15 P.M. RE: 2026 DOWNTOWN DEVELOPMENT AUTHORITY 2026 DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN

Mayor Melyssa Lindenthal called the public hearing to order at 5:15 p.m. and stated the purpose of the public hearing was to hear any comments regarding the 2026 Downtown Development Authority Development Plan and Tax Increment Financing Plan.

Lindenthal made 3 calls for public comments with no comments being received.

Mayor Melyssa Lindenthal closed the public hearing at 5:18 p.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Melyssa Lindenthal called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

2. ROLL CALL AND QUORUM ESTABLISHMENT

City Administrator Cannon took roll call at this time to determine attendance and establish quorum.

Mayor: Melyssa Lindenthal

Commissioners Present: Amy Sherman, Margaret Manor, Scott Gillespie, Mark Penzien, and Joseph Kroll
Commissioners Absent: Daniel Miller

3. APPROVAL OF TONIGHT'S MEETING AGENDA

Moved by Joseph Kroll; seconded by Margaret Manor to approve the meeting agenda with the amendment to Item 8 to remove no discussion for the Commission to hold a brief discussion on that item.

Motion Passed: 6 – 0

Voting For: Amy Sherman, Mark Penzien, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller

4. CONFLICTS OF INTEREST

Commissioner Joseph Kroll stated he had a conflict of interest with items 14 & 15 and would be abstaining from voting on those items.

5. PUBLIC COMMENT-*3 minutes per speaker to address City Commission*

Speaker Request #1: Mark Penzien

Commissioner Mark Penzien addressed the City Commission at this time to read a letter of resignation from JVEMS and City Commission. (Copy of this letter made part of these original minutes.)

Exit Commissioner Mark Penzien at 5:34 p.m.

6. PUBLIC CORRESPONDENCE

No Public Correspondence was presented at this time.

7. CONSENT AGENDA

Moved by Joseph Kroll, second by Scott Gillespie to accept or acknowledge receipt of the following Consent Agenda items as follows:

A City Commission Meeting Minutes dated October 20, 2026

B Acknowledge Receipt of the Paid Bills List dated October 31, 2026 totaling $214,682.07

C Acknowledge Receipt of the following Boards and Commissions Meeting Minutes:
- Brownfield Redevelopment Authority-June 23, 2026
- Jordan Valley District Library Board-September 23, 2026
- Jordan Valley EMS Authority-September 24, 2026
- Jordan Valley District Library Board Special Meeting-October 7, 2026
- Jordan Valley EMS Authority Special Meeting-October 12, 2026
- Jordan Valley EMS Authority Special Meeting-October 15, 2026

- City Commission-Closed Session-October 20, 2026

D Acknowledge Receipt of the September Cash on Hand Report

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

UNFINISHED BUSINESS

8 East Jordan District Library Board – Request to Review Agreement

Commissioner Joesph Kroll requested this item be removed from the agenda due to no movement on this item until requested.

Moved by Joseph Kroll, seconded by Amy Sherman to remove the East Jordan District Library Board-Request to Review Agreement from further agendas until requested to be placed back on the agenda.

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

9 Planned Unit Development (PUD) Review for 340 South Lake Street from Artemis Development LLC-*No Discussion*

City Administrator Cannon updated the City Commission on this item and has been waiting for additional information at this time from the developers and should receive something for an upcoming meeting.

NEW BUSINESS

10 Schedule Annual Organizational Meeting for Monday, November 9, 2026 and select time of meeting

Moved by Margaret Manor, seconded by Joseph Kroll to schedule the Annual Organizational Meeting for Monday, November 9, 2026 at 9:00 a.m.

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

11 Acknowledge Receipt of the City Administrator's Annual Evaluation (*Evaluations due back to City Clerk by November 17, 2026)*

Commissioner acknowledged receipt of the City Administrator's Annual Evaluation by consensus.

12 Approval of amended Social District Plan and Maps

Moved by Margaret Manor, seconded by Scott Gillespie to approve the amendment of the Social District Plan and Map as presented which now includes South Arm Café.

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

13 Notice of Intent Resolution - Drinking Water State Revolving Fund Water Project & Engagement Letter for 2027 DWSRF Bonds

Moved by Amy Sherman, second by Margaret Manor to approve the Resolution 117-2026: Resolution of Intent-Drinking Water State Revolving Fund Water Project & Engagement letter for 2027 DWSRF Bonds as follows:

RESOLUTION 117-2026
NOTICE OF INTENT RESOLUTION
WATER SYSTEM REVENUE BONDS
(DRINKING WATER STATE REVOLVING FUND PROJECT)

CITY OF EAST JORDAN
County of Charlevoix, State of Michigan

Minutes of a regular meeting of the City Commission of the City of East Jordan, County of Charlevoix, State of Michigan, held on November 3, 2026, at 5:30 p.m., prevailing Eastern Time.

PRESENT: Mayor Melyssa Lindenthal

Commissioners Amy Sherman, Margaret Manor, Joseph Kroll, and Scott Gillespie

ABSENT: Commissioners Daniel Miller and Mark Penzien

The following preamble and resolution were offered by Commissioner: Amy Sherman and supported by Commissioner: Margaret Manor:

WHEREAS, the City of East Jordan, County of Charlevoix, State of Michigan (the "City"), has determined that it is necessary for the public health, safety and welfare of the City to acquire, construct, furnish and equip improvements to the Water System of the City (the "System"), including the removal and replacement of lead service lines, together with all related appurtenances and attachments (the "Project"); and

WHEREAS, the City has been advised by the Michigan Department of Environment, Great Lakes, and Energy ("EGLE") that financial assistance to accomplish the acquisition and construction of all or a portion of the Project is available through the Drinking Water State Revolving Fund ("DWSRF") loan program administered by EGLE and the Michigan Finance Authority; and

WHEREAS, the City has made application for participation in the DWSRF loan program; and

WHEREAS, the Revenue Bond Act, Act 94, Public Acts of Michigan, 1933, as amended ("Act 94"), provides a means for financing the purchase, acquisition, construction, improvement, enlargement, extension and repair of public improvements such as the Project through the issuance of revenue bonds; and

WHEREAS, the issuance of bonds payable from revenues of the System under Act 94 in a total amount not to exceed Three Million Dollars ($3,000,000) (the "Bonds") for the purpose of financing all or part of the Project, in one or more series, represents the most practical means to that end; and

WHEREAS, a notice of intent to issue revenue bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 33 of Act 94; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Notice of Intent Authorized. The City Clerk is authorized and directed to publish a notice of intent to issue bonds in the *Charlevoix County News*, a newspaper of general circulation in the City.

2. Form of Notice of Intent. The notice of intent shall be published as a display advertisement not less than one quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.

3. Approval of Notice of Intent and Publication. The City Commission does hereby determine that the foregoing form of Notice of Intent to Issue Bonds, and the manner of publication directed, is adequate notice to the electors of the City and users of the System, and is the method best calculated to give them notice of the City's intent to issue the Bonds, the purpose of the Bonds, the security for the Bonds, and the right of referendum of the electors with respect thereto, and that the provision of forty-five (45) days within which to file a referendum petition is adequate to insure that the City's electors may exercise their legal rights of referendum, and the newspaper named

for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. Reimbursement Declaration. The City may incur expenditures for the Project prior to receipt of proceeds of the Bonds and may advance moneys for that purpose from the System or other funds available to the City, to be reimbursed from proceeds of the Bonds when available. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(a) As of the date hereof, the City reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the City.

(b) The expenditures described in this paragraph (b) are for the costs of acquiring the Project which were paid or will be paid subsequent to sixty (60) days prior to the date hereof from the Water System funds of the City.

(c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is $3,000,000.

(d) A reimbursement allocation of the expenditures described in (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the related Project are placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Project to reimburse the City for a capital expenditure made pursuant to this resolution.

5. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is hereby confirmed as Bond Counsel to the City in connection with the issuance of the Bonds.

6. Financial Advisor. Bendzinski & Co., Municipal Finance Advisors is hereby confirmed as municipal financial advisor to the City in connection with the issuance of the Bonds.

7. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: GILLESPIE, KROLL, MANOR, SHERMAN AND LINDENTHAL

NAYS: MILLER AND PENZIEN

RESOLUTION DECLARED ADOPTED NOVEMBER 3, 2026.

_____

Cheltzi Wilson
City Clerk

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Commission of the City of East Jordan, County of Charlevoix, State of Michigan, at a regular meeting held on November 3, 2026, and that public notice of the meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976 and that minutes of the meeting were kept and will be or have been made available as required by the Act.

_____

Cheltzi Wilson
City Clerk

EXHIBIT A

NOTICE TO TAXPAYERS AND ELECTORS OF THE
CITY OF EAST JORDAN AND TO USERS OF THE
CITY'S WATER SYSTEM
OF INTENT TO ISSUE REVENUE BONDS AND THE
RIGHT OF REFERENDUM RELATING THERETO

PLEASE TAKE NOTICE that the City Commission of the City of East Jordan, County of Charlevoix, Michigan, intends to issue and sell revenue bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended, in one or more series, in a total amount not to exceed Three Million Dollars ($3,000,000), for the purpose of paying all or part of the cost to acquire, construct, furnish and equip improvements to the Water System of the City (the "System"), including the removal and replacement of lead service lines, together with all related appurtenances and attachments.

SOURCE OF PAYMENT OF REVENUE BONDS

THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS SHALL BE PAYABLE from the revenues received by the City from the operations of the Water System except as provided below in the case of bonds sold to the Michigan Finance Authority in connection with the State of Michigan's Drinking Water State Revolving Fund program. The revenues will consist of rates and charges billed to the users of the System, a schedule of which is presently on file in the office of the City Clerk. The rates and charges may from time to time be revised to provide sufficient revenues to provide for the expenses of operating and maintaining the system, to pay the principal of and interest on the bonds and to pay other obligations of the System.

BOND DETAILS

Each series of the revenue bonds will be payable in annual installments not to exceed forty (40) in number and will bear interest at the rate or rates to be determined at public or private sale but in no event to exceed such rates as may be permitted by law on the unpaid balance from time to time remaining outstanding on the bonds.

ADDITIONAL SOURCES OF PAYMENTS FOR BONDS
SOLD TO MICHIGAN FINANCE AUTHORITY

IN THE EVENT THAT THE REVENUE BONDS ARE SOLD TO THE MICHIGAN FINANCE AUTHORITY, THE CITY MAY PLEDGE FOR THE PAYMENT OF THE BONDS MONEY RECEIVED OR TO BE RECEIVED BY THE CITY DERIVED FROM IMPOSITION OF TAXES BY THE STATE AND RETURNED OR TO BE RETURNED TO THE CITY AS PROVIDED BY LAW, except for money the use of which is prohibited for such purposes by the State Constitution. The City may enter into an agreement providing for the payment of taxes, which taxes are collected by the State and returned to the City as provided by law, to the Michigan Finance Authority or a trustee, and such funds may be pledged for the payment of the revenue bonds.

IN THE EVENT THAT THE REVENUE BONDS ARE SOLD TO THE MICHIGAN FINANCE AUTHORITY, THE CITY MAY PLEDGE ITS LIMITED TAX FULL FAITH AND CREDIT AS SECURITY FOR THE REVENUE BONDS, IN WHICH EVENT DEBT SERVICE ON THE BONDS SHALL BE PAYABLE EITHER FROM REVENUES OF THE SYSTEM OR FROM AD VALOREM TAXES THAT MAY BE LEVIED ON ALL TAXABLE PROPERTY IN THE CITY, SUBJECT HOWEVER, TO CONSTITUTIONAL, STATUTORY AND CHARTER TAX RATE LIMITATIONS.

RIGHT OF REFERENDUM

THE REVENUE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS OF THE CITY VOTING THEREON.

THIS NOTICE is given pursuant to the requirements of Section 33, Act 94, Public Acts of Michigan, 1933, as amended.

ADDITIONAL INFORMATION will be furnished at the office of the City Clerk upon request.

Cheltzi Wilson
City Clerk, City of East Jordan

14 R.B. Lyons, Inc. Change Order #1

Moved by Scott Gillespie, seconded by Margaret Manor to approve the R.B. Lyon's Change Order #1 as presented.

Motion Passed: 4 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor
Voting Against: None
Absent: Daniel Miller and Mark Penzien
Abstain: Joseph Kroll

15 R.B. Lyons, Inc. Pay Application #1 in the amount of $54,000

Moved by Margaret Manor, seconded by Scott Gillespie to approve the pay application #1 to R.B. Lyon's, Inc., in the amount of $54,000.

Motion Passed: 4 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor
Voting Against: None
Absent: Daniel Miller and Mark Penzien
Abstain: Joseph Kroll

16 Atlas Electric Pay Application #1 in the amount of $89,178.30

Moved by Margaret Manor, seconded by Amy Sherman to approve the pay application #1 to Atlas Electric in the amount of $89,178.30.

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

17 2026 DDA Master Plan and TIF Plan Approval

Moved by Margaret Manor, seconded by Scott Gillespie to approve the 2026 DDA Master Plan and TIF Plan as presented.

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

18 EMS Board Appointment-Process Discussion

Moved by Amy Sherman, second by Margaret Manor to appoint Commissioner Joseph Kroll as the city's interim member on the JVEMSA Board until the November 17th, 2026.

Motion Passed: 4 – 1

Voting for: Amy Sherman, Melyssa Lindenthal, Scott Gillespie and Margaret Manor
Voting Against: Joseph Kroll
Absent: Daniel Miller and Mark Penzien

Consensus of the Commission was to extend the deadline of applications for the city's JVEMSA board to November 12, 2026 at noon to be considered at the next Commission meeting and city staff will notify EMS of the change in board position.

19. ANNOUNCEMENTS & REPORTS

- **EMS AUTHORITY BOARD UPDATE**

No EMS Board Update was given at this time.

Mayor Melyssa Lindenthal inquired with County Commissioner Josh Chamberlain if he had any items to share.

Josh Chamberlain, County Commissioner gave a brief update from the County.

20. CITY ADMINISTRATOR'S REPORT

Administrator's Report
11-3-26

1. **Bidding for City Assets**
   The City will soon be selling equipment that will be listed on GovDeals public auctions. Main items will be marina dock products from the recent demolition of docks. Public Works and Parks

may add items as well. Once listed, City Hall will share the website information and bidding dates.

2. **Fall Walleye Removal**
   Wastewater staff is coordinating efforts with the DNR and Friends of the Jordan to extract remaining walleye from the stocking ponds this week. Staff determined the spring removal still left several hundred fish which will be planted in nearby inland lakes.

3. **City Hall November Closure Dates**
   City Hall will be closed November 11th for Veterans Day as well as November 26th and 27th for the Thanksgiving Holiday.

Administrator Cannon also updated the Commission on the grant received for AED's for various locations within the city.

Cannon also stated the area on State Street has been redone which was of concern

21. MAYOR'S REPORT/DDA UPDATE

Mayor Melyssa Lindenthal gave a brief update at this time indicating there were a lot of people around town.

Lindenthal stated the East Jordan Performing Arts is doing their performances on Saturday and Sunday this weekend.

Lindenthal also stated on December 6th there will be a wrestling tournament in East Jordan so there will be a lot of people in town that day.

22. GOOD OF THE ORDER

Commissioner Amy Sherman stated Commissioner Mark Penzien has done a lot of good for our city, he was a good commissioner while serving and even though we had some hurdles lately, we need to remember his heart was in it and is a good person in our community and appreciated him being here and wished him well.

Sherman also inquired about the Civic Center developers and what will be coming on the Main Street level.

Cannon discussed the process and information he had regarding the development.

Commissioner Margaret Manor inquired about the leaf and brush pick up as there is still a lot of piles out at the streets.

Administrator Cannon stated it will be weather dependent but DPW will continue to pick up when they have availability until the weather turns.

Manor also inquired about when the holiday lights would be put up.

Cannon stated DDA is meeting next week and they will plan for their decorations.

DRAFT

Manor also inquired about bike racks.

Cannon stated those have been ordered.

Commissioner Joseph Kroll stated he thinks he appreciated the appointment as the interim city representative to JVEMSA and will keep everyone updated as best he can.

Commissioner Scott Gillespie stated The Depot also has an AED which would make 7 for the downtown area.

Gillespie added they held a Halloween Dance at the Depot and it was a huge success.

Gillespie continued stating The Depot is planning for 120 kids for winter gear at their event coming up on November 21st

Motion offered by Amy Sherman, second by Joseph Kroll to enter into closed session for discussion about DPW Union Contract Negotiations.

Motion Passed: 5 – 0

Voting For: Amy Sherman, Melyssa Lindenthal, Scott Gillespie, Margaret Manor, Joseph Kroll
Voting Against: None
Absent: Daniel Miller and Mark Penzien

Commission entered into closed session at 6:24 p.m.

23. Closed Session to discuss DPW Union Contract Negotiations which is exempt from disclosure under a statute under MCL 15-268 (c) exempt from disclosure under the Freedom of Information Act to MCL 15-268 (d).

Commission returned from closed session at 7:07 p.m. with no action being taken.

24. ADJOURNMENT

Mayor Melyssa Lindenthal adjourned the meeting at 7:07 p.m.

Respectfully Submitted,

_____ _____

Melyssa Lindenthal
Mayor

Cheltzi M. Wilson, MMC/MiPMC
City Clerk

DRAFT

INVOICE DISTRIBUTION REPORT FOR CITY OF EAST JORDAN

POST DATES 11/13/2026 - 11/13/2026
POSTED
PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 000					
101-000-020.000	RECEIVABLE-TAXES	CHARLEVOIX COUNTY TREASURE	68 TRAILERS	170.00	67031
101-000-235.000		FOPLC		343.00	67045
101-000-238.000	CHILD SUPPORT	MICHIGAN STATE DISBURSEMEN	913632288 ADAM GREENMAN	130.34	67059
			Total Department 000	643.34	
Department: 101 GOVERNING BODY/COMMISSION-DEPT					
101-101-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	5.46	67060
			Total Department 101 GOVERNING BODY/COMMISSION-DEPT	5.46	
Department: 172 ADMINISTRATOR-DEPT.					
101-172-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	1,886.81	67027
101-172-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	13.48	67060
101-172-751.000	GASOLINE	WEX BANK	OCTOBER 2026	99.17	67072
101-172-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	100.00	67019
101-172-977.000	EQUIPMENT OTHER	AMAZON CAPITAL SERVICES	PRINTHEAD REPLACEMENT KIT	306.00	67020
			Total Department 172 ADMINISTRATOR-DEPT.	2,405.46	
Department: 191 ELECTIONS-DEPT.					
101-191-800.100	ELECTION BOARD	CORINNE C FISHER	ELECTION INSPECTOR	238.00	67038
101-191-800.100	ELECTION BOARD	BRENDA MALPASS	ELECTION INSPECTOR	210.00	67028
101-191-800.100	ELECTION BOARD	TINEA SPENCE	ELECTION INSPECTOR	210.00	67071
101-191-800.100	ELECTION BOARD	BRIEANN CAREY	ELECTION INSPECTOR	225.00	67029
101-191-800.100	ELECTION BOARD	WYMAN, TAMMY	ELECTION	189.60	67073
101-191-860.000	TRAVEL & SCHOOL	CHELTZI M WILSON	MILEAGE REIMBURSEMENT	22.80	67032
			Total Department 191 ELECTIONS-DEPT.	1,095.40	
Department: 210 ATTORNEY/COUNSEL-DEPT.					
101-210-801.000	PROFESSIONAL & CONTRACTUAL	CUMMINGS, MCCLOREY, DAVIS,	GENERAL LEGAL	2,180.00	67039
101-210-801.000	PROFESSIONAL & CONTRACTUAL	CUMMINGS, MCCLOREY, DAVIS,	GENERAL LEGAL	671.00	67039
			Total Department 210 ATTORNEY/COUNSEL-DEPT.	2,851.00	
Department: 215 CLERK-DEPT.					
101-215-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	1,861.25	67027
101-215-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	13.48	67060
101-215-726.200	MEMBERSHIP FEES	MICHIGAN ASSOCIATION OF MU	JAN 1, 2027 - JAN 1, 2028	100.00	67056
101-215-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	100.00	67019
101-215-900.000	PUBLISHING	CHARLEVOIX COUNTY NEWS	11/3 MEETING MOVED	25.00	67030
101-215-900.000	PUBLISHING	CHARLEVOIX COUNTY NEWS	APPLICATIONS FOR CITY REP ON EMS	35.00	67030
			Total Department 215 CLERK-DEPT.	2,134.73	
Department: 247 BOARD OF REVIEW-DEPT.					
101-247-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	13.48	67060
			Total Department 247 BOARD OF REVIEW-DEPT.	13.48	
Department: 253 TREASURER-DEPT.					
101-253-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	559.28	67027
101-253-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	13.48	67060
101-253-726.200		MMTA	MEMBERSHIP RENEWAL	99.00	67061
101-253-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	100.00	67019
			Total Department 253 TREASURER-DEPT.	771.76	
Department: 258 DATA PROCESSING/COMPUTER DEPT.					

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 258 DATA PROCESSING/COMPUTER DEPT.					
101-258-818.140	CONTRACTUAL SER.-INTERNET	MICHIGAN DIGITAL	NOVEMBER 2026	104.00	67057
			Total Department 258 DATA PROCESSING/COMPUTER DEPT.	104.00	
Department: 265 BUILDING AND GROUNDS-DEPT.					
101-265-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	28.78	67027
101-265-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	13.48	67060
101-265-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	5.06	67047
101-265-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	140.00	67026
101-265-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	286.31	67037
101-265-926.200	PARKING LOTS LIGHTS	CONSUMERS ENERGY	STATEMENT	52.85	67037
101-265-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	74.65	67036
101-265-931.000	MAINTENANCE & REPAIR-BUILD	CINTAS CORPORATION #729		146.10	67033
			Total Department 265 BUILDING AND GROUNDS-DEPT.	747.23	
Department: 276 CEMETERY-DEPT.					
101-276-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	337.98	67027
101-276-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	33.30	67060
101-276-751.000	GASOLINE	WEX BANK	OCTOBER 2026	52.97	67072
101-276-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	100.00	67019
101-276-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	29.75	67037
101-276-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	1,602.40	67036
101-276-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	495.58	67035
			Total Department 276 CEMETERY-DEPT.	2,651.98	
Department: 301 POLICE DEPARTMENT					
101-301-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	4,614.48	67027
101-301-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	782.99	67060
101-301-726.000	SUPPLIES	CINTAS CORPORATION #729		264.02	67033
101-301-751.000	GASOLINE	WEX BANK	OCTOBER 2026	1,812.20	67072
101-301-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	300.00	67019
101-301-803.000	CDL/CONSORTIUM/PHYSICALS	OMS COMPLIANCE SERVICES IN	PRE- EMPLOYMENT MATTHEW HOWELL	85.25	67062
101-301-818.000	CONTRACTUAL SERVICES	KONICA MINOLTA BUSINESS	10/1/2026 - 10/31/2026	11.50	67052
101-301-860.000	TRAVEL & SCHOOL	MICHIGAN ASSOCIATION OF CH	2027 FULL CONFERENCE - RANDY KLOSS	280.00	67055
101-301-860.300	TRAVEL-TRAINING 302 FUNDS	KIRTLAND COMMUNITY COLLEGE	LAW ENFORCEMENT TRAINING MEMBERSHIP 2	900.00	67051
101-301-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	193.57	67037
101-301-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	130.80	67036
101-301-931.900	MAINTENANCE & REPAIR-GROUN	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	105.00	67048
101-301-939.000	VEHICLE MAINTENANCE	CITY OF E.J. EQPT VEHICLE	20021 FORD F150	35.57	67034
101-301-939.000	VEHICLE MAINTENANCE	CITY OF E.J. EQPT VEHICLE	2021 FORD F150	75.38	67034
101-301-977.100	EQUIPMENT-COMPUTER & SOFTW	AXON ENTERPRISE INC	PRO LICENSE BUNDLE	5,534.19	67023
			Total Department 301 POLICE DEPARTMENT	15,124.95	
Department: 302 POLICE - SRO					
101-302-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	1,911.58	67027
101-302-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	128.50	67060
			Total Department 302 POLICE - SRO	2,040.08	
Department: 336 FIRE DEPARTMENT					
101-336-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	148.64	67027
101-336-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	405.28	67060
101-336-726.110	SUBSCRIPTIONS/BOOKS	FIREPROGRAMS	ANNUAL BILLING 2027-2028	1,175.00	67044

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 336 FIRE DEPARTMENT					
101-336-751.000	GASOLINE	WEX BANK	OCTOBER 2026	270.72	67072
101-336-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	100.00	67019
101-336-818.012	CONTRACTURAL SERVICES/CLEA	MICHELLE ELLISON	09/17, 09/23, 10/01, 10/07	120.00	67054
101-336-818.130	CONTRACTUAL SER/SOLID WAST	GFL ENVIRONMENTAL	FIRE/EMS- OCTOBER 2026	83.19	67046
101-336-818.500	CONTRACTUAL AIR PACKS/COMP	PHOENIX SAFETY OUTFITTERS	AIR PACK -MASKS- BATTERIES	1,876.73	67064
101-336-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	385.47	67037
101-336-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	110.97	67036
101-336-931.900	MAINTENANCE & REPAIR-GROUN	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	65.00	67048
101-336-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	29.75	67035
			Total Department 336 FIRE DEPARTMENT	4,770.75	
Department: 410 ZONING BOARD/COMMISSION-DEPT.					
101-410-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	13.50	67060
101-410-801.100	LEGAL	CUMMINGS, MCCLOREY, DAVIS,	OCTOBER 2026	91.00	67039
101-410-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	120.00	67026
101-410-900.000	PUBLISHING	CHARLEVOIX COUNTY NEWS	PLANNED UNIT DEVELOPMENT REQUEST	50.00	67030
101-410-900.000	PUBLISHING	CHARLEVOIX COUNTY NEWS	ORDINANCE 283	630.00	67030
			Total Department 410 ZONING BOARD/COMMISSION-DEPT.	904.50	
Department: 441 DEPARTMENT OF PUBLIC WORKS-DEP					
101-441-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	371.86	67027
101-441-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	500.00	67019
101-441-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	7,429.14	67035
			Total Department 441 DEPARTMENT OF PUBLIC WORKS-DEP	8,301.00	
Department: 442 AIRPORT-DEPT.					
101-442-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	71.67	67027
101-442-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	4.25	67060
101-442-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	84.51	67037
			Total Department 442 AIRPORT-DEPT.	160.43	
Department: 448 STREET LIGHTING-DEPT.					
101-448-926.000	STREET LIGHTS	CONSUMERS ENERGY	STATEMENT	3,626.61	67037
			Total Department 448 STREET LIGHTING-DEPT.	3,626.61	
Department: 751 RECREATION/PARKS DEPARTMENT					
101-751-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	138.08	67027
101-751-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	99.54	67060
101-751-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	42.61	67047
101-751-751.000	GASOLINE	WEX BANK	OCTOBER 2026	328.26	67072
101-751-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	51.92	67019
101-751-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	908.00	67026
101-751-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	281.71	67037
101-751-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	162.55	67036
101-751-931.000	MAINTENANCE & REPAIR-BUILD	PRESTON FEATHER		167.65	67065
101-751-931.000	MAINTENANCE & REPAIR-BUILD	PRESTON FEATHER	DRIP CAP BLACK	35.96	67065
101-751-931.000	MAINTENANCE & REPAIR-BUILD	PRESTON FEATHER	ROUGH SAWN CEDAR	53.70	67065
101-751-931.000	MAINTENANCE & REPAIR-BUILD	JWC BUILDING	WORK FOR 10/19/2026- 10/23/2026	1,350.00	67050
101-751-931.000	MAINTENANCE & REPAIR-BUILD	JWC BUILDING	WORK FOR 10/19/2026- 10/23/2026	1,350.00	67050
101-751-931.900	MAINTENANCE & REPAIR-GROUN	ELMER'S CRANE AND DOZER, I	PSI EXT	398.88	67043
101-751-931.900	MAINTENANCE & REPAIR-GROUN	AMAZON CAPITAL SERVICES		28.26	67020

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 101 GENERAL FUND					
Department: 751 RECREATION/PARKS DEPARTMENT					
101-751-931.900	MAINTENANCE & REPAIR-GROUN	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	360.00	67048
101-751-931.900	MAINTENANCE & REPAIR-GROUN	PRESTON FEATHER		(61.29)	67065
101-751-931.900	MAINTENANCE & REPAIR-GROUN	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	9.97	67047
101-751-939.000	VEHICLE MAINTENANCE	CITY OF E.J. EQPT VEHICLE	RIDING MOWER	313.49	67034
101-751-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	13.84	67035
			Total Department 751 RECREATION/PARKS DEPARTMENT	6,033.13	
Department: 752 COMMUNITY & SKATE PARK					
101-752-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	80.65	67027
101-752-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	99.54	67060
101-752-751.000	GASOLINE	WEX BANK	OCTOBER 2026	321.47	67072
101-752-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	50.00	67019
101-752-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	404.00	67026
101-752-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	378.79	67037
101-752-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	25.95	67036
101-752-931.900	MAINTENANCE & REPAIR-GROUN	AMAZON CAPITAL SERVICES		55.00	67020
101-752-931.900	MAINTENANCE & REPAIR-GROUN	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	181.71	67047
101-752-939.000	VEHICLE MAINTENANCE	CITY OF E.J. EQPT VEHICLE	2023 KUBOTA L3560	2.75	67034
			Total Department 752 COMMUNITY & SKATE PARK	1,599.86	
Department: 757 ELM POINTE RECREATION FACILITY					
101-757-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	15.40	67027
101-757-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	99.54	67060
101-757-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	50.00	67019
101-757-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	235.00	67026
101-757-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	128.75	67037
101-757-931.900	MAINTENANCE & REPAIR-GROUN	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	160.00	67048
			Total Department 757 ELM POINTE RECREATION FACILITY	688.69	
Department: 997 EMERGENCY MEDICAL FACILITY					
101-997-818.130	CONTRACTUAL SER/SOLID WAST	GFL ENVIRONMENTAL	FIRE/EMS- OCTOBER 2026	83.20	67046
101-997-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	385.47	67037
101-997-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	110.98	67036
101-997-931.900	MAINTENANCE & REPAIR-GROUN	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	65.00	67048
			Total Department 997 EMERGENCY MEDICAL FACILITY	644.65	
Department: 998 HOUSING COMM/PAYING AGENTS					
101-998-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	78.91	67060
			Total Department 998 HOUSING COMM/PAYING AGENTS	78.91	
			Total Fund 101 GENERAL FUND	57,397.40	
Fund: 202 MAJOR STREETS					
Department: 463 STREET MAINTENANCE-DEPT.					
202-463-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	1,053.48	67027
202-463-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	199.08	67060
202-463-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	200.00	67019
202-463-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	261.00	67026
			Total Department 463 STREET MAINTENANCE-DEPT.	1,713.56	
Department: 474 STREET SIGN MAINTENANCE-DEPT.					
202-474-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	4.87	67047

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 202 MAJOR STREETS					
Department: 474 STREET SIGN MAINTENANCE-DEPT.					
			Total Department 474 STREET SIGN MAINTENANCE-DEPT.	4.87	
			Total Fund 202 MAJOR STREETS	1,718.43	
Fund: 203 LOCAL STREETS					
Department: 463 STREET MAINTENANCE-DEPT.					
203-463-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	997.12	67027
203-463-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	199.09	67060
203-463-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	200.00	67019
203-463-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	202.00	67026
203-463-931.100	MAINTENANCE & REPAIR-GENER	MANTHEI CONSTRUCTION LLC	JORDAN STREET	11,197.57	67053
			Total Department 463 STREET MAINTENANCE-DEPT.	12,795.78	
			Total Fund 203 LOCAL STREETS	12,795.78	
Fund: 247 TIFA FUND					
Department: 000					
247-000-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	109.76	67027
247-000-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	1,000.00	67019
247-000-818.000	CONTRACTUAL SERVICES	SPARTAN DISTRIBUTORS INC	INSTALL POLAR TRAC CAB	1,000.00	67067
247-000-818.270	CONTRACTUAL SER/FLOWERS &	JOE SHEAR SERVICES	CLEAN OUT FLOWER BOXES	658.00	67049
247-000-900.000	PUBLISHING	CHARLEVOIX COUNTY NEWS	APPROVAL OF 2026 DDA DEVELOPMENT PLAN	195.00	67030
247-000-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	49.36	67037
247-000-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	216.45	67036
247-000-931.100	MAINTENANCE & REPAIR-GENER	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	135.00	67048
247-000-931.100	MAINTENANCE & REPAIR-GENER	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	95.00	67048
247-000-931.100	MAINTENANCE & REPAIR-GENER	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	345.00	67048
247-000-977.000	EQUIPMENT OTHER	PENCHURA LLC	LARGE STEEL BONNET TOP-BLACK	10,975.00	67063
			Total Department 000	14,778.57	
			Total Fund 247 TIFA FUND	14,778.57	
Fund: 509 E.J. HARBOR MARINA					
Department: 000					
509-000-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	22.97	67027
509-000-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	141.51	67060
509-000-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	108.85	67047
509-000-751.000	GASOLINE	ELLSWORTH FARMERS EXCHANGE	UNLEADED 1,238.60	7,379.58	67042
509-000-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	200.00	67019
509-000-818.211	CONTRACTUAL SER/IT/BLACK R	BLACK ROCK TECHNOLOGIES	NOVEMBER 2026	230.00	67026
509-000-900.000	PUBLISHING	CHARLEVOIX COUNTY NEWS	INTENT TO ISSUE BONDS	157.50	67030
509-000-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	488.74	67037
509-000-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	108.79	67036
509-000-931.900	MAINTENANCE & REPAIR-GROUN	HALEY INC	2026 WINTERIZE SPRINKLER SYSTEM	173.00	67048
509-000-931.900	MAINTENANCE & REPAIR-GROUN	PRESTON FEATHER	GC TREATED	92.48	67065
509-000-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	202.60	67035
			Total Department 000	9,306.02	
			Total Fund 509 E.J. HARBOR MARINA	9,306.02	
Fund: 545 TOURIST PARK					
Department: 000					

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 545 TOURIST PARK					
Department: 000					
545-000-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	442.97	67027
545-000-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	99.55	67060
545-000-726.120	LICENSE FEES	STATE OF MICHIGAN	2027 CAMPGROUND LICENSE RENEWAL	201.00	67068
545-000-726.140	WOOD EXPENSE	EAST JORDAN LIONS CLUB	FIREWOOD SALES	1,503.60	67040
545-000-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	200.00	67019
545-000-818.130	CONTRACTUAL SER/SOLID WAST	GFL ENVIRONMENTAL	TOURIST PARK - OCTOBER 2026	399.23	67046
545-000-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	2,389.04	67037
545-000-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	415.90	67036
545-000-931.000	MAINTENANCE & REPAIR-BUILD	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	19.95	67047
545-000-931.000	MAINTENANCE & REPAIR-BUILD	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	748.02	67047
545-000-931.400	MAINT & REPAIR DOCKS	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	65.29	67047
545-000-931.900	MAINTENANCE & REPAIR-GROUN	ELMER'S CRANE AND DOZER, I	PSI EXT	800.00	67043
545-000-931.900	MAINTENANCE & REPAIR-GROUN	ELMER'S CRANE AND DOZER, I	4000 PSI EXT	1,822.49	67043
545-000-939.000	VEHICLE MAINTENANCE	CITY OF E.J. EQPT VEHICLE	PARKS 2 BAGGER	92.16	67034
			Total Department 000	9,199.20	
			Total Fund 545 TOURIST PARK	9,199.20	
Fund: 590 SEWER FUND					
Department: 000					
590-000-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	3,386.61	67027
590-000-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	134.92	67060
590-000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES	MARKING PAINT	174.85	67020
590-000-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	57.24	67047
590-000-751.000	GASOLINE	WEX BANK	OCTOBER 2026	359.37	67072
590-000-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	2,000.00	67019
590-000-818.130	CONTRACTUAL SER/SOLID WAST	GFL ENVIRONMENTAL	SEWER - OCTOBER 2026	121.37	67046
590-000-821.000	ENGINEERING	BENDZINSKI & CO. MUNICIPAL	SEWER RATE STUDY	12,500.00	67024
590-000-850.000	TELEPHONE	AT&T MOBILITY	SEP 23 - OCT 22, 2026	81.92	67021
590-000-850.200	INTERNET SERVICES	AT&T MOBILITY	SEP 23 - OCT 22, 2026	126.70	67021
590-000-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	4,660.42	67037
590-000-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	61.70	67036
590-000-931.100	MAINTENANCE & REPAIR-GENER	ATLAS ELECTRIC INC	WASTE WATER TREATMENT	425.00	67022
590-000-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	204.01	67035
590-000-962.000	UNIFORMS	CINTAS CORPORATION #729		54.80	67033
			Total Department 000	24,348.91	
			Total Fund 590 SEWER FUND	24,348.91	
Fund: 591 WATER FUND					
Department: 000					
591-000-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	1,712.08	67027
591-000-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	227.53	67060
591-000-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	20.85	67047
591-000-728.000	POSTAGE	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	13.85	67047
591-000-751.000	GASOLINE	WEX BANK	OCTOBER 2026	372.74	67072
591-000-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	2,000.00	67019
591-000-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	3,015.37	67037
591-000-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	29.20	67036
591-000-943.000	EQUIPMENT RENTAL	CITY OF E.J. EQPT. RENTAL	EQ RENTAL	1,273.77	67035
591-000-956.200	PUBLIC WATER SUPPLY ANNUAL	STATE OF MICHIGAN	WSSN: 01970	1,778.72	67068

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 591 WATER FUND					
Department: 000					
591-000-962.000	UNIFORMS	CINTAS CORPORATION #729		47.95	67033
			Total Department 000	10,492.06	
			Total Fund 591 WATER FUND	10,492.06	
Fund: 661 EQUIPMENT-D.P.W.					
Department: 000					
661-000-716.000	HOSPITALIZATION INS.-FRING	BLUE CARE NETWORK	DECEMBER 2026	2,369.37	67027
661-000-720.000	WORKMANS COMPENSATION/FRIN	MML WORKER'S COMP FUND	INSTALLMENT #3	345.11	67060
661-000-726.000	SUPPLIES	AMAZON CAPITAL SERVICES	WRENCH/SWITCH	87.31	67020
661-000-726.000	SUPPLIES	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	33.03	67047
661-000-726.000	SUPPLIES	EAST JORDAN PARTS PLUS	STATEMENT	129.53	67041
661-000-751.000	GASOLINE	WEX BANK	OCTOBER 2026	2,486.02	67072
661-000-800.000	AUDIT	A., CEDRIC, & MICHAELS, CP	AUDIT FY 25/26	200.00	67019
661-000-850.200	INTERNET SERVICES	AT&T MOBILITY	SEP 23 - OCT 22, 2026	156.69	67021
661-000-920.000	ELECTRIC SERVICE	CONSUMERS ENERGY	STATEMENT	230.73	67037
661-000-927.000	SEWER & WATER-BUILDINGS	CITY OF E.J. SEWER & WATER	10/1/2026 - 10/29/2026	35.55	67036
661-000-939.000	VEHICLE MAINTENANCE	AMAZON CAPITAL SERVICES	CLUTCH FITS FOR JOHN DEERE	284.99	67020
661-000-939.000	VEHICLE MAINTENANCE	THE SAFETY COMPANY LLC	BALL VALUE/FREIGHT	603.59	67070
661-000-939.000	VEHICLE MAINTENANCE	MICHIGAN KENWORTH	BATTERY LUGS	57.28	67058
661-000-939.000	VEHICLE MAINTENANCE	THE SAFETY COMPANY LLC	BALL VALVE/FREIGHT	606.51	67069
661-000-939.000	VEHICLE MAINTENANCE	BEST EQUIPMENT CO. INC	HAND HOSE/FREIGHT	2,124.25	67025
661-000-939.000	VEHICLE MAINTENANCE	GILL-ROYS HARDWARE	STATEMENT ACCOUNT # CIT033	18.13	67047
661-000-939.000	VEHICLE MAINTENANCE	ROTTMAN SALES INC	BELT - JOHN DEERE	132.73	67066
661-000-939.000	VEHICLE MAINTENANCE	EAST JORDAN PARTS PLUS	STATEMENT	532.11	67041
661-000-962.000	UNIFORMS	CINTAS CORPORATION #729		456.30	67033
			Total Department 000	10,889.23	
			Total Fund 661 EQUIPMENT-D.P.W.	10,889.23	

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		101-000-020.000	RECEIVABLE-TAXES	170.00	
		101-000-235.000	TEAMSTER LOCAL 214 UNION DUES	343.00	
		101-000-238.000	CHILD SUPPORT	130.34	
		101-101-720.000	WORKMANS COMPENSATION/FRINGES	5.46	
		101-172-716.000	HOSPITALIZATION INS.-FRINGES	1,886.81	
		101-172-720.000	WORKMANS COMPENSATION/FRINGES	13.48	
		101-172-751.000	GASOLINE	99.17	
		101-172-800.000	AUDIT	100.00	
		101-172-977.000	EQUIPMENT OTHER	306.00	
		101-191-800.100	ELECTION BOARD	1,072.60	
		101-191-860.000	TRAVEL & SCHOOL	22.80	
		101-210-801.000	PROFESSIONAL & CONTRACTUAL	2,851.00	
		101-215-716.000	HOSPITALIZATION INS.-FRINGES	1,861.25	
		101-215-720.000	WORKMANS COMPENSATION/FRINGES	13.48	
		101-215-726.200	MEMBERSHIP FEES	100.00	
		101-215-800.000	AUDIT	100.00	
		101-215-900.000	PUBLISHING	60.00	
		101-247-720.000	WORKMANS COMPENSATION/FRINGES	13.48	
		101-253-716.000	HOSPITALIZATION INS.-FRINGES	559.28	
		101-253-720.000	WORKMANS COMPENSATION/FRINGES	13.48	
		101-253-726.200	MEMBERSHIP FEES	99.00	
		101-253-800.000	AUDIT	100.00	
		101-258-818.140	CONTRACTUAL SER.-INTERNET SERV	104.00	
		101-265-716.000	HOSPITALIZATION INS.-FRINGES	28.78	
		101-265-720.000	WORKMANS COMPENSATION/FRINGES	13.48	
		101-265-726.000	SUPPLIES	5.06	
		101-265-818.211	CONTRACTUAL SER/IT/BLACK ROCK	140.00	
		101-265-920.000	ELECTRIC SERVICE	286.31	
		101-265-926.200	PARKING LOTS LIGHTS	52.85	
		101-265-927.000	SEWER & WATER-BUILDINGS	74.65	
		101-265-931.000	MAINTENANCE & REPAIR-BUILDING	146.10	
		101-276-716.000	HOSPITALIZATION INS.-FRINGES	337.98	
		101-276-720.000	WORKMANS COMPENSATION/FRINGES	33.30	
		101-276-751.000	GASOLINE	52.97	
		101-276-800.000	AUDIT	100.00	
		101-276-920.000	ELECTRIC SERVICE	29.75	
		101-276-927.000	SEWER & WATER-BUILDINGS	1,602.40	
		101-276-943.000	EQUIPMENT RENTAL	495.58	
		101-301-716.000	HOSPITALIZATION INS.-FRINGES	4,614.48	
		101-301-720.000	WORKMANS COMPENSATION/FRINGES	782.99	
		101-301-726.000	SUPPLIES	264.02	
		101-301-751.000	GASOLINE	1,812.20	
		101-301-800.000	AUDIT	300.00	
		101-301-803.000	CDL/CONSORTIUM/PHYSICALS	85.25	
		101-301-818.000	CONTRACTUAL SERVICES	11.50	
		101-301-860.000	TRAVEL & SCHOOL	280.00	
		101-301-860.300	TRAVEL-TRAINING 302 FUNDS	900.00	
		101-301-920.000	ELECTRIC SERVICE	193.57	
		101-301-927.000	SEWER & WATER-BUILDINGS	130.80	

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
101-301-931.900			MAINTENANCE & REPAIR-GROUNDS	105.00	
101-301-939.000			VEHICLE MAINTENANCE	110.95	
101-301-977.100			EQUIPMENT-COMPUTER & SOFTWARE	5,534.19	
101-302-716.000			HOSPITALIZATION INS.-FRINGES	1,911.58	
101-302-720.000			WORKMANS COMPENSATION/FRINGES	128.50	
101-336-716.000			HOSPITALIZATION INS.-FRINGES	148.64	
101-336-720.000			WORKMANS COMPENSATION/FRINGES	405.28	
101-336-726.110			SUBSCRIPTIONS/BOOKS	1,175.00	
101-336-751.000			GASOLINE	270.72	
101-336-800.000			AUDIT	100.00	
101-336-818.012			CONTRACTURAL SERVICES/CLEANING	120.00	
101-336-818.130			CONTRACTUAL SER/SOLID WASTE	83.19	
101-336-818.500			CONTRACTUAL AIR PACKS/COMPRESS	1,876.73	
101-336-920.000			ELECTRIC SERVICE	385.47	
101-336-927.000			SEWER & WATER-BUILDINGS	110.97	
101-336-931.900			MAINTENANCE & REPAIR-GROUNDS	65.00	
101-336-943.000			EQUIPMENT RENTAL	29.75	
101-410-720.000			WORKMANS COMPENSATION/FRINGES	13.50	
101-410-801.100			LEGAL	91.00	
101-410-818.211			CONTRACTUAL SER/IT/BLACK ROCK	120.00	
101-410-900.000			PUBLISHING	680.00	
101-441-716.000			HOSPITALIZATION INS.-FRINGES	371.86	
101-441-800.000			AUDIT	500.00	
101-441-943.000			EQUIPMENT RENTAL	7,429.14	
101-442-716.000			HOSPITALIZATION INS.-FRINGES	71.67	
101-442-720.000			WORKMANS COMPENSATION/FRINGES	4.25	
101-442-920.000			ELECTRIC SERVICE	84.51	
101-448-926.000			STREET LIGHTS	3,626.61	
101-751-716.000			HOSPITALIZATION INS.-FRINGES	138.08	
101-751-720.000			WORKMANS COMPENSATION/FRINGES	99.54	
101-751-726.000			SUPPLIES	42.61	
101-751-751.000			GASOLINE	328.26	
101-751-800.000			AUDIT	51.92	
101-751-818.211			CONTRACTUAL SER/IT/BLACK ROCK	908.00	
101-751-920.000			ELECTRIC SERVICE	281.71	
101-751-927.000			SEWER & WATER-BUILDINGS	162.55	
101-751-931.000			MAINTENANCE & REPAIR-BUILDING	2,957.31	
101-751-931.900			MAINTENANCE & REPAIR-GROUNDS	735.82	
101-751-939.000			VEHICLE MAINTENANCE	313.49	
101-751-943.000			EQUIPMENT RENTAL	13.84	
101-752-716.000			HOSPITALIZATION INS.-FRINGES	80.65	
101-752-720.000			WORKMANS COMPENSATION/FRINGES	99.54	
101-752-751.000			GASOLINE	321.47	
101-752-800.000			AUDIT	50.00	
101-752-818.211			CONTRACTUAL SER/IT/BLACK ROCK	404.00	
101-752-920.000			ELECTRIC SERVICE	378.79	
101-752-927.000			SEWER & WATER-BUILDINGS	25.95	
101-752-931.900			MAINTENANCE & REPAIR-GROUNDS	236.71	
101-752-939.000			VEHICLE MAINTENANCE	2.75	
101-757-716.000			HOSPITALIZATION INS.-FRINGES	15.40	
101-757-720.000			WORKMANS COMPENSATION/FRINGES	99.54	

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		101-757-800.000	AUDIT	50.00	
		101-757-818.211	CONTRACTUAL SER/IT/BLACK ROCK	235.00	
		101-757-920.000	ELECTRIC SERVICE	128.75	
		101-757-931.900	MAINTENANCE & REPAIR-GROUNDS	160.00	
		101-997-818.130	CONTRACTUAL SER/SOLID WASTE	83.20	
		101-997-920.000	ELECTRIC SERVICE	385.47	
		101-997-927.000	SEWER & WATER-BUILDINGS	110.98	
		101-997-931.900	MAINTENANCE & REPAIR-GROUNDS	65.00	
		101-998-720.000	WORKMANS COMPENSATION/FRINGES	78.91	
		202-463-716.000	HOSPITALIZATION INS.-FRINGES	1,053.48	
		202-463-720.000	WORKMANS COMPENSATION/FRINGES	199.08	
		202-463-800.000	AUDIT	200.00	
		202-463-818.211	CONTRACTUAL SER/IT/BLACK ROCK	261.00	
		202-474-726.000	SUPPLIES	4.87	
		203-463-716.000	HOSPITALIZATION INS.-FRINGES	997.12	
		203-463-720.000	WORKMANS COMPENSATION/FRINGES	199.09	
		203-463-800.000	AUDIT	200.00	
		203-463-818.211	CONTRACTUAL SER/IT/BLACK ROCK	202.00	
		203-463-931.100	MAINTENANCE & REPAIR-GENERAL	11,197.57	
		247-000-716.000	HOSPITALIZATION INS.-FRINGES	109.76	
		247-000-800.000	AUDIT	1,000.00	
		247-000-818.000	CONTRACTUAL SERVICES	1,000.00	
		247-000-818.270	CONTRACTUAL SER/FLOWERS & LAWN	658.00	
		247-000-900.000	PUBLISHING	195.00	
		247-000-920.000	ELECTRIC SERVICE	49.36	
		247-000-927.000	SEWER & WATER-BUILDINGS	216.45	
		247-000-931.100	MAINTENANCE & REPAIR-GENERAL	575.00	
		247-000-977.000	EQUIPMENT OTHER	10,975.00	
		509-000-716.000	HOSPITALIZATION INS.-FRINGES	22.97	
		509-000-720.000	WORKMANS COMPENSATION/FRINGES	141.51	
		509-000-726.000	SUPPLIES	108.85	
		509-000-751.000	GASOLINE	7,379.58	
		509-000-800.000	AUDIT	200.00	
		509-000-818.211	CONTRACTUAL SER/IT/BLACK ROCK	230.00	
		509-000-900.000	PUBLISHING	157.50	
		509-000-920.000	ELECTRIC SERVICE	488.74	
		509-000-927.000	SEWER & WATER-BUILDINGS	108.79	
		509-000-931.900	MAINTENANCE & REPAIR-GROUNDS	265.48	
		509-000-943.000	EQUIPMENT RENTAL	202.60	
		545-000-716.000	HOSPITALIZATION INS.-FRINGES	442.97	
		545-000-720.000	WORKMANS COMPENSATION/FRINGES	99.55	
		545-000-726.120	LICENSE FEES	201.00	
		545-000-726.140	WOOD EXPENSE	1,503.60	
		545-000-800.000	AUDIT	200.00	
		545-000-818.130	CONTRACTUAL SER/SOLID WASTE	399.23	
		545-000-920.000	ELECTRIC SERVICE	2,389.04	
		545-000-927.000	SEWER & WATER-BUILDINGS	415.90	
		545-000-931.000	MAINTENANCE & REPAIR-BUILDING	767.97	
		545-000-931.400	MAINT & REPAIR DOCKS	65.29	
		545-000-931.900	MAINTENANCE & REPAIR-GROUNDS	2,622.49	
		545-000-939.000	VEHICLE MAINTENANCE	92.16	

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		590-000-716.000	HOSPITALIZATION INS.-FRINGES	3,386.61	
		590-000-720.000	WORKMANS COMPENSATION/FRINGES	134.92	
		590-000-726.000	SUPPLIES	232.09	
		590-000-751.000	GASOLINE	359.37	
		590-000-800.000	AUDIT	2,000.00	
		590-000-818.130	CONTRACTUAL SER/SOLID WASTE	121.37	
		590-000-821.000	ENGINEERING	12,500.00	
		590-000-850.000	TELEPHONE	81.92	
		590-000-850.200	INTERNET SERVICES	126.70	
		590-000-920.000	ELECTRIC SERVICE	4,660.42	
		590-000-927.000	SEWER & WATER-BUILDINGS	61.70	
		590-000-931.100	MAINTENANCE & REPAIR-GENERAL	425.00	
		590-000-943.000	EQUIPMENT RENTAL	204.01	
		590-000-962.000	UNIFORMS	54.80	
		591-000-716.000	HOSPITALIZATION INS.-FRINGES	1,712.08	
		591-000-720.000	WORKMANS COMPENSATION/FRINGES	227.53	
		591-000-726.000	SUPPLIES	20.85	
		591-000-728.000	POSTAGE	13.85	
		591-000-751.000	GASOLINE	372.74	
		591-000-800.000	AUDIT	2,000.00	
		591-000-920.000	ELECTRIC SERVICE	3,015.37	
		591-000-927.000	SEWER & WATER-BUILDINGS	29.20	
		591-000-943.000	EQUIPMENT RENTAL	1,273.77	
		591-000-956.200	PUBLIC WATER SUPPLY ANNUAL FEE	1,778.72	
		591-000-962.000	UNIFORMS	47.95	
		661-000-716.000	HOSPITALIZATION INS.-FRINGES	2,369.37	
		661-000-720.000	WORKMANS COMPENSATION/FRINGES	345.11	
		661-000-726.000	SUPPLIES	249.87	
		661-000-751.000	GASOLINE	2,486.02	
		661-000-800.000	AUDIT	200.00	
		661-000-850.200	INTERNET SERVICES	156.69	
		661-000-920.000	ELECTRIC SERVICE	230.73	
		661-000-927.000	SEWER & WATER-BUILDINGS	35.55	
		661-000-939.000	VEHICLE MAINTENANCE	4,359.59	
		661-000-962.000	UNIFORMS	456.30	
--- TOTALS BY FUND ---					
		101	GENERAL FUND	57,397.40	
		202	MAJOR STREETS	1,718.43	
		203	LOCAL STREETS	12,795.78	
		247	TIFA FUND	14,778.57	
		509	E.J. HARBOR MARINA	9,306.02	
		545	TOURIST PARK	9,199.20	
		590	SEWER FUND	24,348.91	
		591	WATER FUND	10,492.06	
		661	EQUIPMENT-D.P.W.	10,889.23	
		Total For All Funds:		150,925.60	

Permit List Report

11/02/2026

Accessory Structure

Permit #	Address	Applicant Nam	Work Description	Date Issued	Parcel #	Const. Value
PZ26-0048	115 MC KENZIE ST	MITTEN PROPERTY SOLUTIO	Out building 196 sq. ft	10/26/2026	053-023-057-0	$900.00

Addition

Permit #	Address	Applicant Nam	Work Description	Date Issued	Parcel #	Const. Value
PZ26-0049	512 SEVENTH ST	ANDERSON MICHAEL D	Addition of a breezeway, laundry, utility, sunroom	10/26/2026	053-024-014-0	$50,000.00

Fence

Permit #	Address	Applicant Nam	Work Description	Date Issued	Parcel #	Const. Value
PZ26-0047	110 HILLCREST DR	HEBNER RYAN	Build a fence in the back yard of the property.		053-775-006-0	$100.00
PZ26-0046	202 NORTON ST	BARNETT TRACI L & COLVIN	6 ft fence sides and rear yard	10/05/2026	053-709-012-5	$1,300.00

ROW

Permit #	Address	Applicant Nam	Work Description	Date Issued	Parcel #	Const. Value
PROW26-00	102 WOODLAND DR	BARTLEY CHRISTOPHER	gravel driveway	10/06/2026	053-775-028-1	$500.00

Standard

Permit #	Address	Applicant Nam	Work Description	Date Issued	Parcel #	Const. Value
PZ26-0045	240 WATER ST	PHANTOM C LLC	Adding a sign	10/01/2026	053-023-049-0	$1,000.00

Number of Permits 6

Total Construction Value: $53,800.00

Jordan Valley EMS Authority Special Board Meeting Minutes
October 5, 2026 at 5:30pm
555 Maple St. East Jordan MI 49727

1. Call to Order and Pledge of Allegiance: 5:30pm
2. Invocation: Alex Busman
3. Roll Call: Brian Olszewski (Wilson Twp), Tim Timmer (Echo Twp), Joshua Chamberlain (South Arm Twp), Mark Penzien (City of East Jordan), Alex Busman (Banks Twp), Jim Rathbun (Jordan Twp). Staff: Joel Yonkman (EMS Director), Andrea Seese (Meeting Minutes Recorder) Heather Jackson (EMS Accountant) Ryanne Lucero (EMS Deputy Director) Guests: 3 (signed in) 6 total.
4. Approval of Agenda: With only one agenda item, Yonkman requested closed session with two staff members present during his review. Timmer made a motion to amend the agenda to reflect, Busman supported, there was some question as to Robert's Rules and if that was appropriate, discussion was had, there was some confusion as to if this was allowable, as a result Yonkman withdrew his request for a closed session and the meeting remained open. Busman made a motion to continue as an open session, supported by Rathbun, all members in favor. Motion Carried.
5. Public Comment: No public comment at this time. During the discussion regarding the agenda, a member of the audience suggested if there is only one item and there is a chance that it may be closed session that it potentially be marked/identified as such. It was also discussed that at the time of the meeting posting and agenda distribution it was unknown if it was to be a requested closed session.
6. Special Meeting Items
    a. Directors Review: The board asked Yonkman to discuss how he feels he has done as Director. Yonkman provided a handout with details regarding his view of his performance and proposed increase in salary. Information was later shared that was provided by a neighboring director of salaries for an EMS Director in this area at the request of a board member and Yonkman's current salary was on the lower end of that scale. The board then asked staff members present how they felt about Yonkman's role/leadership. Three different staff members spoke about how they viewed Yonkman as a director, they indicated they "felt heard" when talking to him, that their concerns were addressed, mentioning the fact that he is willing to come in and get on a truck to cover vacancies and that he is trying to turn around a situation that he was handed and didn't create. Each board member had an opportunity to provide input/feedback as well. The following is a summary of those comments as several board

members indicated or echoed the same things. There were areas that were identified as needing improvement such as communication to the board, turn around times when the board asks for something, and asking for permission/approval for purchases. A board member mentioned grants, stating there should always be a discussion between the board and director before applying for any kind of grant and how he is embarrassed to have other entities look at our finances, the comment was made "we won't get it". It was stated Yonkman should be working to get crews an increase in wages before his own, paying back our partners, paying our accountant, and getting the raise to our supervisors. There were also inquiries regarding office hours and availability. There was additional discussion regarding trust and timing, there have been some initiatives brought to the table and unfortunately, they have not been as successful as the board would like to see or would expect to see at this point, as well as some board members feeling they were not being honest with in conversation related to specific items. Some positive aspects were identified as well, things such as bringing on staff, the morale of staff, the positive comments from the community regarding our staff members, improving equipment, transport capability/availability, working with neighboring agencies, acquiring Boyne Valley (which one board member attributed to it being the "right time" when it was stated past directors didn't want to or couldn't absorb another coverage area and this was attributed to the deteriorating relationship between Boyne Valley and Boyne City rather than Yonkman's efforts), as well as the increase in expected payments/revenue received. Some board members relayed they want to see Yonkman be successful, they encouraged him to use the experience and expertise of the board moving forward. The board stated repeatedly that they didn't want to micromanage, but some questioned the decisions made by Yonkman and feel they should be more informed/involved. Yonkman acknowledges he can do better, he asked for feedback as well as parameters to purchases, including an amount allowed to spend without seeking approval from board, it was stated by one board member that under $1000.00 would be appropriate, the others did not object, this was noted by Yonkman and in the future will be standard. It was also identified through conversation the fact we don't make as much as our neighbors from the millage, we need to be resourceful and work together. The need for checks and balances was addressed, inquires into FOIA requests and their status, participating as a tactical medical unit if needed was discussed with many questions from a board member. After all board members had a chance to share their input Timmer made a motion that

the board revisit in 120 days, to reevaluate Yonkman's performance, indicating this would give sufficient time for Yonkman to focus on those specific areas addressed as needing improvement from the board as well as provide a better picture as to the financial stability of the Authority. Busman supported, Olszewski, Timmer, Penzien, Busman and Ruthbun voted yes, Chamberlain did not, Motion Carried 5-1.

7. Public Comment: No public comment at this time.
8. Authority Board Member Comments: Olszewski thanked everyone for the good discussion. Timmer felt he said enough during the review. Chamberlain was bothered by changed agenda at the last meeting, saying they should have been provided with an update prior to the meeting, he also requested the Echo Unit be added to the next agenda. Busman discussed how his township distributes the agenda and the timeline of getting topics to be added, suggested using an outlook calendar notification to ensure timelines are met. Penzien stated it would be nice to review the full agenda ahead of the meeting. Rathbun appreciates what Yonkman has been doing, reiterating this was something inherited and he knows Yonkman has put in a lot of hours making sure things are covered.
9. Meeting adjourned by Penzien at 7:28pm.

Presented By: Andrea Seese

Board Secretary: Jim Rathbun

MINUTES OF THE EAST JORDAN CITY COMMISSION ORGANIZATIONAL MEETING HELD ON MONDAY, NOVEMBER 9, 2026 AT 9:00 A.M. IN CITY HALL

PRESENT: Commissioners Margaret Manor, Amy Sherman, Melyssa Lindenthal, Scott Gillespie and Joseph Kroll

ABSENT: Commissioners Mark Penzien and Daniel Miller

OTHERS: City Administrator Cannon
City Clerk Wilson
City Treasurer Jackson

GUESTS: 2

Item #1 Meeting Called to Order by City Administrator

City Administrator Cannon called the meeting to order at 9:00 a.m.

Item #2 Pledge

The Pledge of Allegiance was conducted at this time and City Clerk Wilson confirmed quorum was present.

Item #3 Election of Mayor

City Administrator Cannon took nominations for Mayor at this time.

Commissioner Margaret Manor nominated Commissioner Melyssa Lindenthal.

No other nominations were made and the nominations were closed.

Motion offered by Margaret Manor, second by Scott Gillespie to appoint Melyssa Lindenthal as Mayor.

MOTION CARRIED ALL AYE
BY ROLL CALL VOTE

Item #4 Election of Deputy Mayor

Commissioner Scott Gillespie nominated Commissioner Amy Sherman as Deputy Mayor.

No other nominations were made and the nominations were closed.

Motion offered by Scott Gillespie, second by Margaret Manor to appoint Amy Sherman as Deputy Mayor.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

MINUTES OF THE EAST JORDAN CITY COMMISSION ORGANIZATIONAL MEETING HELD ON MONDAY, NOVEMBER 9, 2026 AT 9:00 A.M. IN CITY HALL

Item #5 Establishment of Regular Meeting Dates

Motion offered by Margaret Manor, second by Joseph Kroll to keep the meeting dates of the 1st and 3rd Tuesdays of the month at 5:30 p.m.

MOTION CARRIED ALLAYES
BY ROLL CALL VOTE

Item #6 Rules of Order and Agenda Items

Motion offered by Joseph Kroll, second by Amy Sherman to approve the Rules of Order with the addition of updating the public comment item at the beginning of the meeting for agenda items only and adding a second public comment item at the end of the agenda for any other items, which would be placed before the Good of the Order.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Motion offered by Joseph Kroll, second by Margaret Manor to allow staff to get a quote from Black Rocks Technologies on the costs of doing a live stream of meetings and what that will cost.

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Item #7 Appointment to Appointments Committee

Motion offered by Melyssa Lindenthal, second by Amy Sherman to appoint the following Commissioners to the Appointments Committee:

- Commissioner Manor
- Commissioner Gillespie
- Commissioner Miller

MOTION CARRIED ALL AYES
BY ROLL CALL VOTE

Item #8 Adjourn

Mayor Melyssa Lindenthal adjourned the meeting at 9:26 a.m.

Respectfully Submitted,

Cheltzi M. Wilson, MMC/MiPMC
City Clerk

Incident Reports by Incident Number

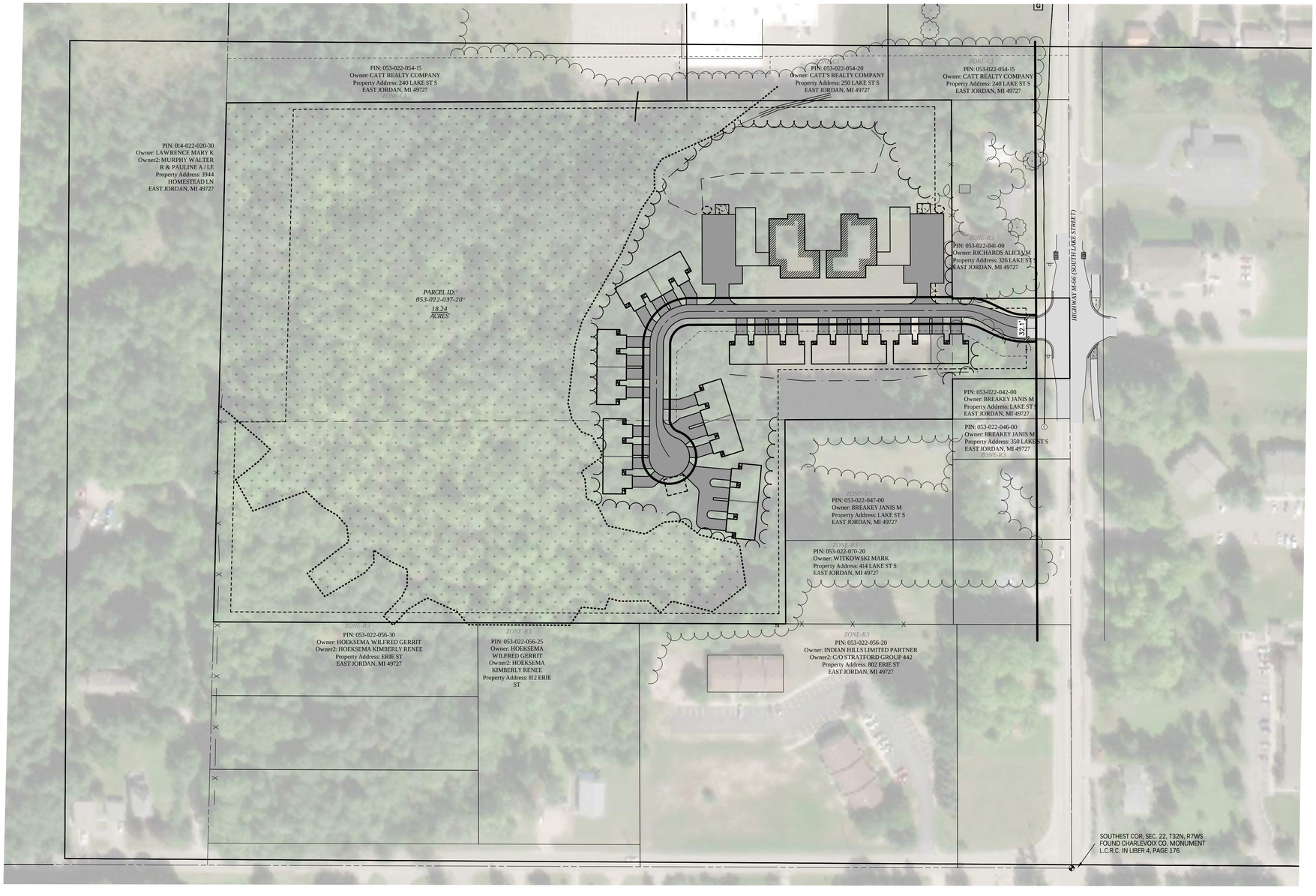
Incident Identifier	Dispatch	Primary Incident Type
26-0112	10/01/2026 16:38	Public Service: Alarms (Non Medical): CO Alarm 7906 Ferry Rd, East Jordan, MI 49727 9545
26-0113	10/02/2026 18:20	Hazardous Situation: Hazard Non-Chemical: Electrical Power Line Down / Arcing / Malfunction Waterman Rd & Bailey Rd, East Jordan, MI 49727 9341
26-0114	10/07/2026 19:46	Hazardous Situation: Hazard Non-Chemical: Electrical Power Line Down / Arcing / Malfunction 5668 Norwegian Rd, East Jordan, MI 49727 9381
26-0115	10/10/2026 20:53	Fire: Outside Fire: Dumpster / Other Outdoor Container Fire Morrison Rd & Mount Bliss Rd, East Jordan, MI 49727
26-0116	10/14/2026 11:28	Medical: Injury / Trauma: Motor Vehicle Collision 2734 Adams Rd, East Jordan, MI 49727 9652
26-0117	10/20/2026 09:41	Public Service: Alarms (Non Medical): CO Alarm 715 Sherman St, East Jordan, MI 49727 8905
26-0118	10/21/2026 04:35	Public Service: Alarms (Non Medical): CO Alarm 3489 Bc/Ej Rd, East Jordan, MI 49727 9728
26-0119	10/23/2026 16:28	Hazardous Situation: Investigation: Smoke Investigation 9325 Rogers Rd, East Jordan, MI 49727 8915
26-0120	10/23/2026 20:19	Hazardous Situation: Investigation: Smoke Investigation 203 Mary St, East Jordan, MI 49727 9569
26-0121	10/24/2026 15:43	Fire: Outside Fire: Dumpster / Other Outdoor Container Fire 103 2nd St, East Jordan, MI 49727 5130
26-0122	10/31/2026 17:29	Hazardous Situation: Hazardous Materials: Gas Leak / Gas Odor 210 2nd St, East Jordan, MI 49727 5107

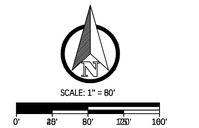
Total Count: 11

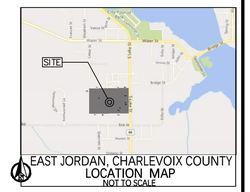
CITY OF EAST JORDAN

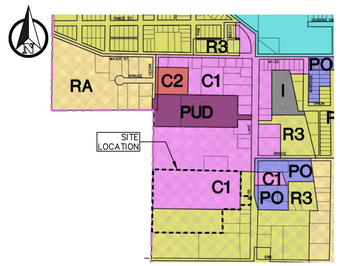
CHARLEVOIX COUNTY, MICHIGAN

M-66 EAST JORDAN DEVELOPMENT









CITY LIMITS
- RA – SINGLE FAMILY
- R1 – SINGLE FAMILY
- R2A – SINGLE FAMILY + MOBILE HOME RESIDENCE
- R3 – MULTIPLE FAMILY
- R4 – MOBILE HOME PARK
- PUD – PLANNED UNIT DEVELOPMENT
- C1 – LOCAL COMMERCIAL
- C2 – GENERAL COMMERCIAL
- PO – PROFESSIONAL OFFICE
- I – INDUSTRIAL
- LI – LIGHT INDUSTRIAL
- CR – CONSERVATION RESERVE
- WF – WATERFRONT DISTRICT
- CBD – CENTRAL BUSINESS DISTRICT
- CBD-O – CENTRAL BUSINESS DISTRICT – OVERLAY

CITY OF EAST JORDAN ZONING MAP
NO SCALE

DEVELOPER
ARTEMIS DEVELOPMENT LLC
6500 BYRON CENTER AVE,
SUITE 200
BYRON CENTER, MI 49315

DESIGN ENGINEER
VK CIVIL
7885 BYRON CENTER AVE SW,
STE A, BYRON CENTER, MI 49315
ZACH BOEVE, P.E.
616–277–2185
ZACH@VKCIVIL.COM

STATE OF MICHIGAN
ZACHARY BOEVE
ENGINEER
NO. 6201311944
LICENSED PROFESSIONAL ENGINEER

Know what's **below.**
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NOTE:
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NO.	DATE	REVISION	BY
1	06/11/2026	PRELIMINARY SITE PLAN REVIEW	MDS

CITY OF EAST JORDAN
CHARLEVOIX COUNTY, MICHIGAN

M-66 EAST JORDAN DEVELOPMENT
COVER

VK CIVIL
Vriesman & Korhorn
www.VKcivil.com
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(616) 277-2185
Kalamazoo, MI
(269) 697-7120

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Sheet No. 1 OF 4

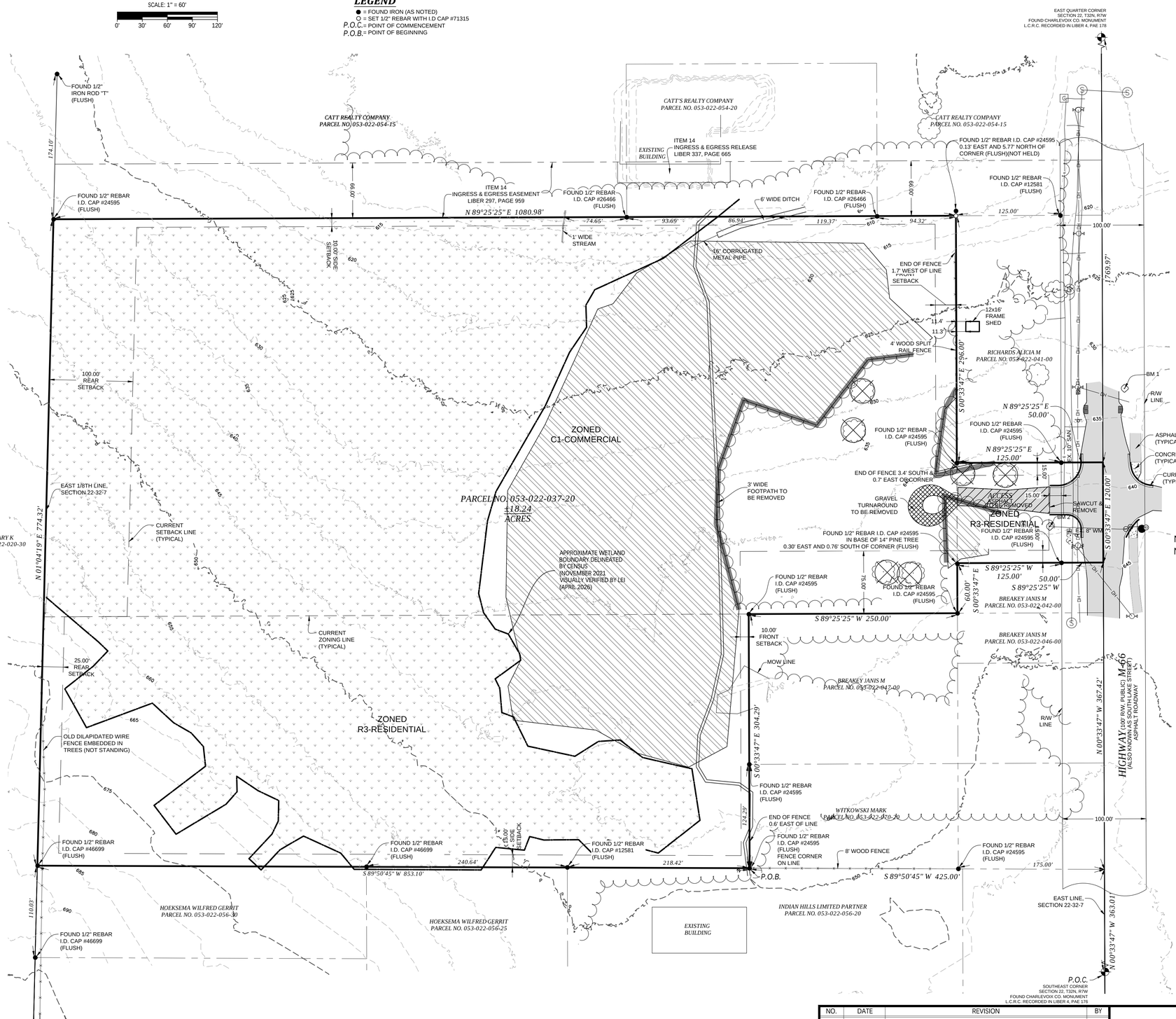
IN THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 22, TOWNSHIP 32 NORTH, RANGE 7 WEST, CITY OF EAST JORDAN, CHARLEVOIX COUNTY, MICHIGAN

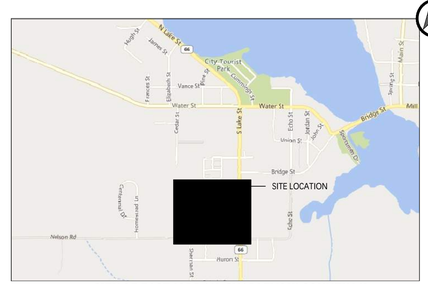
SCALE: 1" = 60'

0' 30' 60' 90' 120'

LEGEND

● = FOUND IRON (AS NOTED)
○ = SET 1/2" REBAR WITH I.D CAP #71315
P.O.C.= POINT OF COMMENCEMENT
P.O.B.= POINT OF BEGINNING





CITY OF EAST JORDAN, CHARLEVOIX COUNTY MI
VICINITY MAP
NOT TO SCALE

NOTE: DATUM PROVIDED IS FROM MICHIGAN LIDAR
NOTE: SOILS ARE LOAMY SAND PER USGS WEB SOIL SURVEY

LEGAL DESCRIPTION PER SCHEDULE "C", PER COMMITMENT FOR TITLE INSURANCE PREPARED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO. 25-3975-MI-1, DATED MARCH 25, 2026:

LAND SITUATED IN THE CITY OF EAST JORDAN, COUNTY OF CHARLEVOIX, AND STATE OF MICHIGAN, DESCRIBED AS: COMMENCING AT A 1/2 INCH ROD AT THE SOUTHEAST CORNER OF SECTION 22, TOWN 32 NORTH, RANGE 7 WEST; THENCE ALONG THE EAST LINE OF SAID SECTION, NORTH 00 DEGREES 33 MINUTES 47 SECONDS WEST 363.01 FEET; THENCE SOUTH 89 DEGREES 50 MINUTES 45 SECONDS WEST 425.00 FEET TO A 1/2 INCH ROD, BEING THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUING SOUTH 89 DEGREES 50 MINUTES 45 SECONDS WEST 853.10 FEET TO A 1/2 INCH ROD ON THE EAST 1/8 LINE OF SAID SECTION; THENCE ALONG SAID 1/8 LINE, NORTH 01 DEGREES 04 MINUTES 19 SECONDS EAST 774.32 FEET TO A 1/2 INCH ROD; THENCE NORTH 89 DEGREES 25 MINUTES 25 SECONDS EAST (RECORDED AS EAST) 1080.98 FEET TO A 1/2 INCH ROD; THENCE SOUTH 00 DEGREES 33 MINUTES 47 SECONDS EAST 296.00 FEET TO A 1/2 INCH ROD; THENCE NORTH 89 DEGREES 25 MINUTES 25 SECONDS EAST 125.00 FEET TO A 1/2 INCH ROD ON THE WEST LINE OF HIGHWAY M-66; THENCE CONTINUING NORTH 89 DEGREES 25 MINUTES 25 SECONDS EAST 50.00 FEET TO SAID SECTION LINE; THENCE ALONG SAID SECTION LINE AND ALONG THE CENTERLINE OF SAID HIGHWAY, SOUTH 00 DEGREES 33 MINUTES 47 SECONDS EAST 120.00 FEET; THENCE SOUTH 89 DEGREES 25 MINUTES 25 SECONDS WEST 50.00 FEET TO A 1/2 INCH ROD ON THE WEST LINE OF SAID HIGHWAY; THENCE CONTINUING SOUTH 89 DEGREES 25 MINUTES 25 SECONDS WEST 125.00 FEET TO A 1/2 INCH ROD; THENCE SOUTH 00 DEGREES 33 MINUTES 47 SECONDS EAST 60.00 FEET TO A 1/2 INCH ROD; THENCE SOUTH 89 DEGREES 25 MINUTES 25 SECONDS WEST 250.00 FEET TO A 1/2 INCH ROD; THENCE SOUTH 00 DEGREES 33 MINUTES 47 SECONDS EAST 304.29 FEET TO THE POINT OF BEGINNING, BEING A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, TOWN 32 NORTH, RANGE 7 WEST.

SURVEY NOTES:

- Ø BEARINGS ARE RELATED TO THE LEGAL DESCRIPTION CONTAINED IN COMMITMENT FOR TITLE INSURANCE PREPARED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, FILE NUMBER 25-3975-MI-1, DATED MARCH 25, 2026.
- Ø BEARINGS AND DISTANCES ARE FIELD MEASURED UNLESS OTHERWISE NOTED.

BENCHMARKS

BM-1: SE FLANGE BOLT UNDER "E" IN "EAST JORDAN" 1.7 AGL
N:668980.9100
E:19485502.4870
ELE:645.79

BM-2: SE FLANGE BOLT UNDER "E" IN "EAST JORDAN" 1.7 AGL
N:669146.4780
E:19485592.4780

SYMBOL LEGEND

- EXISTING TREE
- TREE STUMP
- SIGN
- MAILBOX
- BOLLARD
- LIGHT POLE
- POWER POLE
- GUYWIRE
- COM/ELEC STRUCTURE
- GAS METER
- VALVE
- HYDRANT
- WELL
- CLEANOUT
- SANITARY SEWER MANHOLE
- STORM CATCH BASIN
- STORM MANHOLE
- STORM FLARED END SECTION
- RIP RAP
- FLOW DIRECTION ARROW
- SECTION CORNER
- PROPERTY CORNER – SET
- PROPERTY CORNER – FOUND
- BENCHMARK/CONTROL POINT
- SOIL BORING

LINE LEGEND

- EXISTING OVERHEAD ELECTRIC
- EXISTING ELECTRIC
- EXISTING GAS
- EXISTING COMMUNICATIONS
- EXISTING FENCE
- RIGHT OF WAY
- EASEMENT
- EXISTING GRAVEL
- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN

HATCH LEGEND

- EXISTING HOT MIXED ASPHALT
- EXISTING GRAVEL
- EXISTING CONCRETE
- WETLANDS
- GRAVEL REMOVAL
- HOT MIXED ASPHALT REMOVAL
- TREE REMOVAL

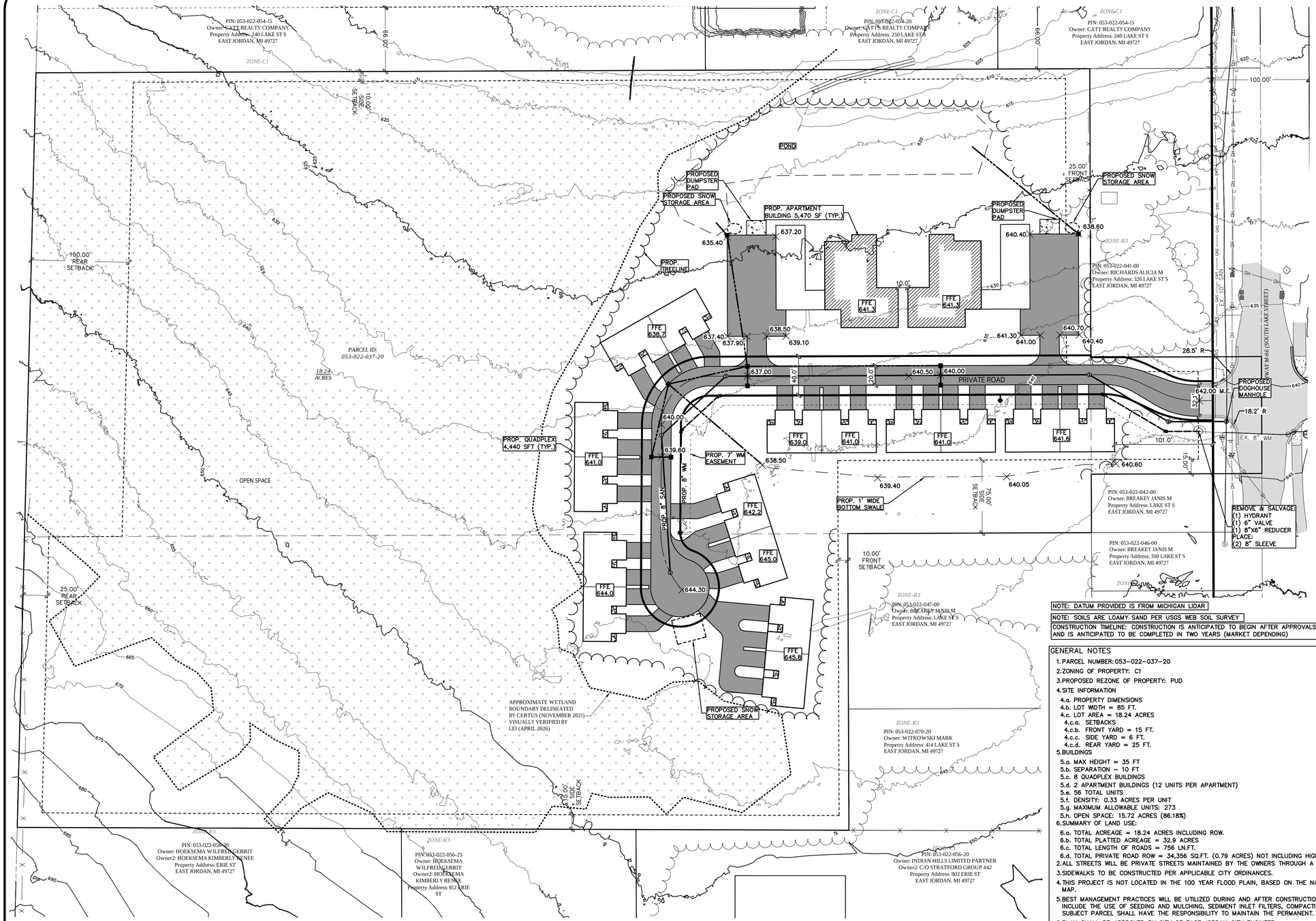
NO.	DATE	REVISION	BY
1	06/11/2026	PRELIMINARY SITE PLAN REVIEW	MDS

CITY OF EAST JORDAN
CHARLEVOIX COUNTY, MICHIGAN

M-66 EAST JORDAN DEVELOPMENT
EXISTING CONDITIONS & REMOVALS

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Kalamazoo, MI (269) 697-7120
www.VKcivil.com

FILE NO. 1601
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Sheet No. 2 OF 4



SCALE: 1" = 50'

0' 25' 50' 75' 100'

SYMBOL LEGEND

- EXISTING TREE
- TREE STUMP
- SIGN
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- EXISTING ELECTRIC
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- EXISTING COMMUNICATIONS
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- EXISTING FENCE
- PROPOSED FENCE
- RIGHT OF WAY
- EASEMENT
- SETBACK
- EXISTING GRAVEL
- PROPOSED GRAVEL
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATERMAIN
- PROPOSED WATERMAIN

HATCH LEGEND

- EXISTING HOT MIXED ASPHALT
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- EXISTING CONCRETE
- PROPOSED CONCRETE
- EXISTING GRAVEL
- PROPOSED GRAVEL
- WETLANDS

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NOTE: SOILS ARE LOAMY SAND PER USGS WEB SOIL SURVEY

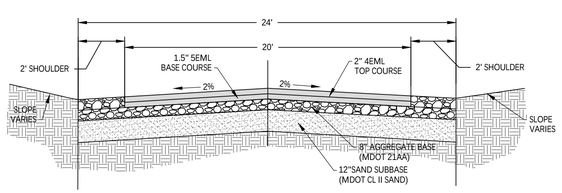
CONSTRUCTION TIMELINE: CONSTRUCTION IS ANTICIPATED TO BEGIN AFTER APPROVALS AND IS ANTICIPATED TO BE COMPLETED IN TWO YEARS (MARKET DEPENDING)

GENERAL NOTES

1. PARCEL NUMBER: 053–022–037–20
2. ZONING OF PROPERTY: C1
3. PROPOSED REZONE OF PROPERTY: PUD
4. SITE INFORMATION
   - 4.a. PROPERTY DIMENSIONS
   - 4.b. LOT WIDTH = 85 FT.
   - 4.c. LOT AREA = 18.24 ACRES
   - 4.c.a. SETBACKS
   - 4.c.b. FRONT YARD = 15 FT.
   - 4.c.c. SIDE YARD = 6 FT.
   - 4.c.d. REAR YARD = 25 FT.
5. BUILDINGS
   - 5.a. MAX HEIGHT = 35 FT
   - 5.b. SEPARATION – 10 FT
   - 5.c. 8 QUADPLEX BUILDINGS
   - 5.d. 2 APARTMENT BUILDINGS (12 UNITS PER APARTMENT)
   - 5.e. 56 TOTAL UNITS
   - 5.f. DENSITY: 0.33 ACRES PER UNIT
   - 5.g. MAXIMUM ALLOWABLE UNITS: 273
   - 5.h. OPEN SPACE: 15.72 ACRES (86.18%)
6. SUMMARY OF LAND USE:
   - 6.a. TOTAL ACREAGE = 18.24 ACRES INCLUDING ROW.
   - 6.b. TOTAL PLATTED ACREAGE = 32.9 ACRES
   - 6.c. TOTAL LENGTH OF ROADS = 756 LN.FT.
   - 6.d. TOTAL PRIVATE ROAD ROW = 34,356 SQ.FT. (0.79 ACRES) NOT INCLUDING HIGHWAY M–66 R.O.W.
7. ALL STREETS WILL BE PRIVATE STREETS MAINTAINED BY THE OWNERS THROUGH A RECORDED PRIVATE STREET AGREEMENT
8. SIDEWALKS TO BE CONSTRUCTED PER APPLICABLE CITY ORDINANCES.
9. THIS PROJECT IS NOT LOCATED IN THE 100 YEAR FLOOD PLAIN, BASED ON THE NATIONAL FLOOD INSURANCE PROGRAM RATE MAP.
10. BEST MANAGEMENT PRACTICES WILL BE UTILIZED DURING AND AFTER CONSTRUCTION OF THE PROJECT. MEASURES WILL INCLUDE THE USE OF SEEDING AND MULCHING, SEDIMENT INLET FILTERS, COMPACTION AND PAVING. THE OWNER OF THE SUBJECT PARCEL SHALL HAVE THE RESPONSIBILITY TO MAINTAIN THE PERMANENT. SOIL EROSION PROTECTION MEASURES.
11. PLAN SHALL BE APPROVED BY CITY OF EAST JORDAN CITY ENGINEER.
12. ALL LIGHTING SHALL BE SHIELDED FROM ALL ADJACENT PROPERTIES. STREET LIGHTING IS NOT PROPOSED. ANY LIGHTING WILL BE TYPICAL RESIDENTIAL LIGHTING MOUNTED ON BUILDINGS AND WILL BE DARK SKY COMPLIANT.
13. PROPOSED ENTRY SIGN MAY BE BUILT AT TIME OF CONSTRUCTION (PLACEMENT OF SIGN IS OPTIONAL). CITY OF EAST JORDAN ORDINANCE SHALL BE FOLLOWED FOR SIGN PLACEMENT.
14. SCHOOL DISTRICT OF PROJECT: EAST JORDAN PUBLIC SCHOOLS
15. PROPOSED DEVELOPMENT TO BE SERVED WITH PUBLIC SANITARY SEWER, PUBLIC WATERMAIN. PROPOSED STORM SEWER AND BASIN TO BE MAINTAINED PRIVATELY.

Know what's **below.**
Call before you dig.

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PRIVATE ROAD DETAIL

NOT TO SCALE

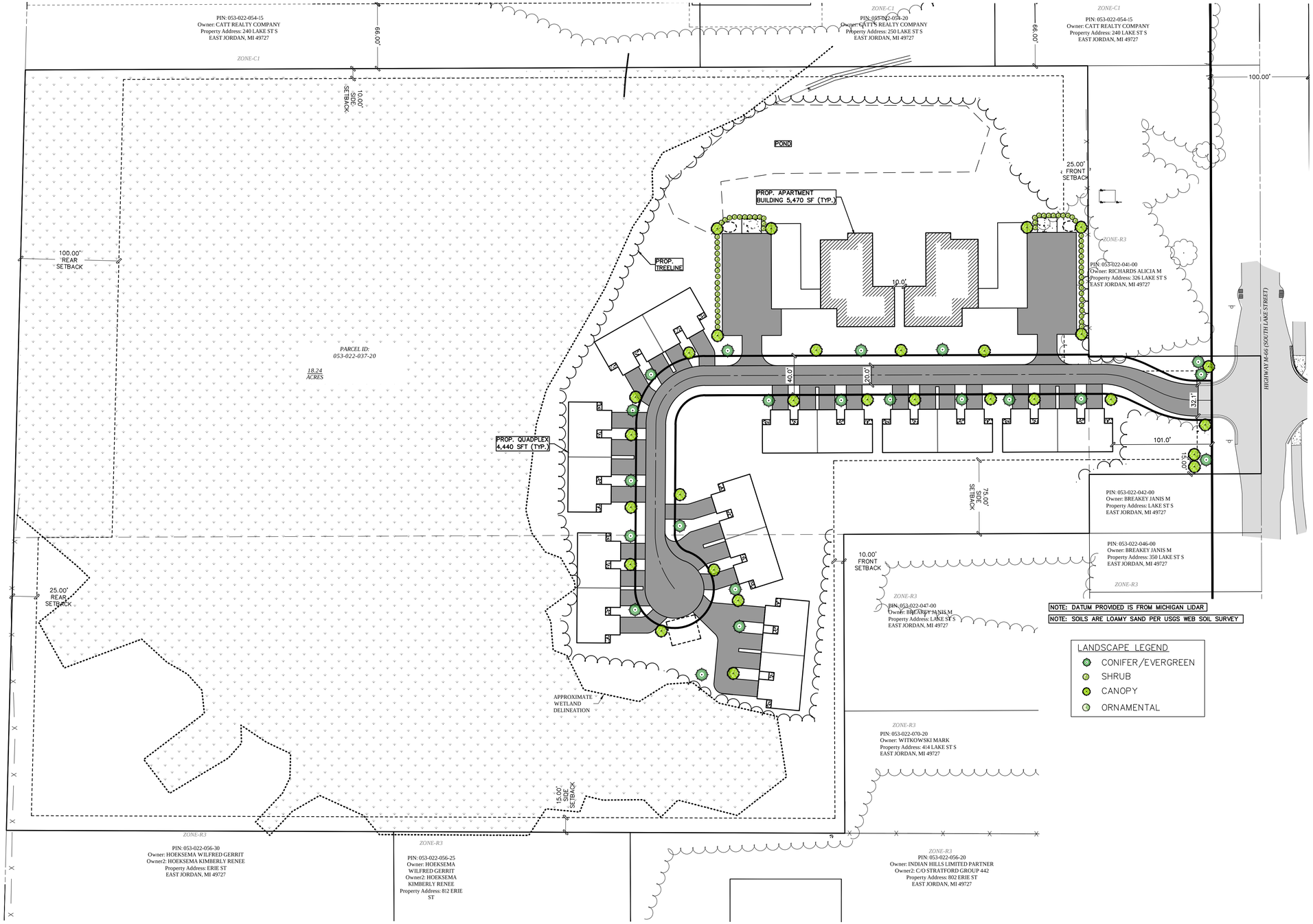
NO.	DATE	REVISION	BY
1	06/11/2026	PRELIMINARY SITE PLAN REVIEW	MDS

CITY OF EAST JORDAN
CHARLEVOIX COUNTY, MICHIGAN

M-66 EAST JORDAN DEVELOPMENT
SITE LAYOUT & UTILITY

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Vriesman & Korhorn
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Kalamazoo, MI (269) 697-7120

FILE NO. 1601
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Sheet No. 3 OF 4



SCALE: 1" = 50'

0' 25' 50' 75' 100'

SYMBOL LEGEND

- EXISTING TREE
- TREE STUMP
- SIGN
- MAILBOX
- BOLLARD
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- COM/ELEC STRUCTURE
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- PROPOSED GAS
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- PROPOSED COMMUNICATIONS
- EXISTING FENCE
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- SETBACK
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- PROPOSED GRAVEL
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATERMAIN
- PROPOSED WATERMAIN

HATCH LEGEND

- EXISTING HOT MIXED ASPHALT
- PROPOSED HOT MIXED ASPHALT
- EXISTING CONCRETE
- PROPOSED CONCRETE
- EXISTING GRAVEL
- PROPOSED GRAVEL
- WETLANDS

811 Know what's **below.** **Call** before you dig.

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NO.	DATE	REVISION	BY
1	06/11/2026	PRELIMINARY SITE PLAN REVIEW	MDS

CITY OF EAST JORDAN
CHARLEVOIX COUNTY, MICHIGAN

M-66 EAST JORDAN DEVELOPMENT
LANDSCAPE PLAN

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FILE NO. 1601
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Sheet No. 4 OF 4

CITY OF EAST JORDAN, MI
SITE PLAN REVIEW APPLICATION

<u>Per Section 48.69 of the City's Zoning Code</u>: "The purpose of this application is to establish uniform requirements of procedure for all developments in the City so that the provisions of the City's Zoning Code can be equitably and fairly applied to all persons seeking to add to the existing development; so that both those developing property and the responsible City officials can be assured that compliance with the Zoning Code is both possible and correct prior to the issuance of a zoning permit and the starting of construction."

The following land, building and structural uses <u>require</u> site plan approval:

1. All principal and their accessory uses in following Zoning Districts:
   - RA Residential/Agricultural Single-Family (if more than one structure)
   - R-1 Residential Single-Family (if more than one structure)
   - R-2 Residential Duplex-Family (if more than one structure)
   - R-2A Residential Single-Family (if more than one structure)
   - R-3 Residential Multi-Family
   - R-4 Residential Mobile Home (if more than one structure)
   - C-1 Local Commercial
   - CBD Central Business
   - C-2 General Commercial
   - PO Professional Office
   - I Industrial
   - LI Light Industrial
   - CR Conservation Reserve
   - WF Waterfront
2. All special uses and their accessory uses in <u>all</u> districts.
3. All planned unit developments (PUDs).

The following land, building and structural uses <u>do not require</u> site plan approval:

Individual single-family homes and mobile/manufactured homes located on separate lots or parcels and their accessory uses in the R-A, R-1, R-2, R-2A, R-3 and R-4 districts.

****

Name of Site Plan Project: M-66 East Jordan Development

Agent or Applicant's Name(s): Artemis Development LLC

Address: 6500 Byron Center Ave Ste 200

Byron Center, MI 49315

Contact Phone #s: (517) 505-5252 Office ☐ Cell ☑ Home ☐

_____ Office ☐ Cell ☐ Home ☐

E-Mail: susan@artemiscapital.llc

Property Owner's Name(s): Artemis Development LLC

Address: 6500 Byron Center Ave Ste 200

Byron Center, MI 49315

Contact Phone #s: 517-505-5252 Office ☐ Cell ☐ Home ☐

_____ Office ☐ Cell ☐ Home ☐

E-Mail: _____

Current Zoning District: C-1 Proposed Zoning District (if different): PUD

Present Use: Vacant

Proposed Use: PUD - Multifamily Housing

Property Address: 340 LAKE ST S

EAST JORDAN, MI 49727

Permanent Parcel ID #: 15 - 053 - 022 - 037 - 20

Legal Description: Provide on separate sheet; also supply copy of boundary survey if available

GENERAL PROJECT DESCRIPTION

Provide a general description of the proposed development including: site location, number of proposed lots and/or units, demographics or population generated by the development (ex: density, elderly persons, school-aged children, seasonal population, family size, etc.) and other applicable information.

EXPECTED DEMANDS ON COMMUNITY SERVICES, ENVIRONMENTAL & OTHER IMPACTS

In an attachment to this Application, explain the impacts (both positive & negative) of the proposed project, if any, on the following:

- Fire Protection Services
- Police Services
- Emergency Medical Services
- Schools
- Municipal Water Supply
- Water Pollution (surface & ground)
- Soil Erosion/Sedimentation
- Stormwater/Drainage Management
- Shoreline/Wetland Protection
- Wildlife/Habitat Protection
- Air Pollution (particulates, noxious odors, etc.)
- Noise
- Dark Skies/Light Pollution & Trespass
- Traffic Volumes & Adjacent Street Capacities
- Sewage Collection/Treatment (City or on-site)

ESTIMATED PROJECT CONSTRUCTION/DEVELOPMENT COST: $ _____

GENERAL SITE PLAN REVIEW FEE (non-refundable):

(This fee covers the City's cost to review the site plan, prepare it for PC consideration, and conduct the PC review)

Projects up to $100,000:	$300
Projects over $100,000:	$300 plus 0.2% (.002) of cost over $100,000

Date Paid: _____ Amount: $ _____ Staff Initials: _____

PROFESSIONAL CONSULTATIONS/REVIEW COSTS (if necessary) (non-refundable):

(This fee covers the City's direct cost to retain an outside professional planner, engineer or architect to review the site plan or a particular aspect of the site plan. This might be necessary for larger developments, and could include services to review stormwater management plans, site lighting, traffic impacts, wetland impacts, etc. These fees are in addition to the above General Site Plan Review Fee. City staff and the applicant will discuss the need for these services during preliminary scoping meetings noted above.)

Sketch Plan Review:	$350 plus $5 per acre
Preliminary Review:	$350 plus $20 per acre
Final Review:	$350 plus $20 per acre

Date Paid: _____ Amount: $ _____ Staff Initials: _____

SITE DEVELOPMENT COMPLETION ESCROW (refundable):

(This fee is retained by the City until completion of the development project and City inspection of the applicant's compliance with the Site Plan requirements approved by the PC. If in compliance, 100% of the fee will be refunded to the applicant at the time of City final acceptance. If the City must make multiple final inspections of the completed development site, or if the applicant refuses to complete the development as required by staff or the PC, the escrow funds will be used to cover staff costs as well as any legal costs or proceedings to enforce completion of the requirements of the site plan. Should this escrow be insufficient to cover said costs, the applicant will be obligated to cover those additional costs of enforcement. These costs shall be paid to the City prior to the City issuing any Certificate of Occupancy for the development.)

$1,000 per project

Date Paid: _____ Staff Initials: _____ Cash ____ Check ✓

Final Inspection Date: _____ Inspector Signature: _____

Refund Date: _____ Amount: $ _____

SITE PLAN SUBMITTAL REQUIREMENTS

In order for City staff to conduct a proper review of a proposed development site plan, an applicant must submit to the City Clerk's Office a minimum of 21 business days prior to the Planning Commission (PC) meeting (regular meetings are held on the 2nd Thursday of each month at 5:30 PM) the following documents:

- One (1) Standard 2' X 3' (24" x 36") paper copy of the proposed Site Plan
- One (1) 11" X 17" paper copy of the proposed Site Plan
- One (1) electronic copy of the proposed Site Plan in pdf format
- One (1) 8-1/2" x 11" original paper copy of this Site Plan Review Application & all Attachments
- One (1) electronic copy of this Site Plan Review Application & all Attachments in pdf format

The City encourages applicants to meet with the City Zoning Administrator or Plan Reviewer prior to submitting a site plan application. A formal meeting is required with the City Zoning Administrator or Plan Reviewer at least two weeks prior to the PC meeting at which the Site Plan will be considered. Accurate completion of this form will enable efficient processing and review of your proposed Site Plan.

CRITERIA FOR SITE PLAN REVIEW (Sec. 48-77 of the City Code):

In reviewing a preliminary or final site plan, the PC shall ascertain whether the proposed site plan is consistent with the regulations and objectives of this chapter and shall endeavor to ensure that they conform to the following criteria:

1) *Preservation of natural environment.* Existing conditions of the natural environment shall be pre-served in their natural state, insofar as practicable, by minimizing tree and soil removal, & any grade changes shall be in keeping with the general appearance of adjacent & surrounding uses & development.

2) *Relations of proposed land, building and structural uses to environment.* Proposed uses and structures shall be related harmoniously to the natural environment and to existing uses and structures in the vicinity that have a visual relationship to the proposed development. The achievement of such relationship may include the enclosure of space in conjunction with existing uses and structures or other proposed uses and structures and the creation of special arrangements and focal points with respect to functional areas, avenues of approach, terrain features or other structures.

3) *Drives, parking and circulation* (vehicular and pedestrian circulation, including walkways, interior drives and parking). Special attention shall be given to location and number of access points, general interior circulation, separation of pedestrian and vehicular traffic, and arrangement of parking areas that are safe and convenient and, insofar as practicable, do not adversely affect the design of proposed land, buildings and structures and adjacent and surrounding development areas.

4) *Surface water drainage.* Special attention shall be given to proper site surface drainage so that the flow of surface waters will not adversely affect adjacent and surrounding properties or the public storm drainage system. If necessary, stormwater shall be removed from all roofs, canopies and paved areas and carried away in an underground piped drainage system. Surface water in all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic, and will not create impounded water on the paved areas.

5) *Utility service.* Electric power and telephone distribution lines shall be underground. Any utility installations remaining above ground shall be located so as to have a harmonious relation to adjacent properties and the site. The proposed method of water supply, fire hydrants and sanitary sewage disposal for all buildings shall be indicated. All utility installation shall be carried out in accordance with the standard rules and regulations of current adoption of the State public service commission and water, sewer and fire hydrants in accordance with the City requirements.

6) *Advertising features*. The size, location and lighting of all permanent signs and outdoor advertising structures or features, shall be consistent with the requirements of article VIII of the Zoning Code.

7) *Special features*. Storage areas, machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures, shall be subject to such setbacks, screen plantings or other screening methods as shall reasonably be required to prevent their being incongruous with the existing natural and developed environment of adjacent and surrounding properties.

8) *Additional requirements*. All other standards and requirements of Article II of the Zoning Code must be met by site plans presented for review.

The City's Zoning Code (Chapter 48) is available on the City's website @ the following link: http://www.eastjordancity.org/info/ordinances.html. The website reflects ordinances codified through Ordinance No. 230, adopted July 16, 2013 (Supp. No. 4). Applicants are encouraged to contact the City Clerk to verify if any ordinances or amendments have been adopted subsequent to that date.

APPLICANT CERTIFICATION

The signature below certifies a formal request by an individual having a legal interest and authority of those others with ownership interest in the subject property. The applicant and owners hereby request Site Plan Review of the proposed project outlined herein by the City of East Jordan, its employees, representatives and designees. It further authorizes public notification of the request and authorizes City officials, its employees, representatives & designees to visit and visually inspect the subject property for the purpose of site analysis prior to consideration of the application by the City Planning Commission and during and upon completion of any construction or other activity governed by the City and pertaining to this Application.

Susan Haque _____ 6/22/2026 _____

Preparer's Name (Please type/print) Date

Signed by:
Susan Haque
D205EDC3879F411...

Preparer's Signature

****

CITY STAFF USE ONLY

Date Application Received: _____

Date of Planning Commission Consideration: _____

Planning Commission Decision:

_____ Approved as Submitted
_____ Approved with Conditions (attached)
_____ Rejected

_____ _____

City Administrator/Zoning Administrator or City Clerk Date

CITY OF EAST JORDAN, MI
SITE PLAN REVIEW CHECKLIST

This Site Plan Review checklist follows criteria outlined in Article II, Section 48-77 of the City's Zoning Code and contains additional information necessary for the Planning Commission (PC) to review your request.

- Site Plan approval requires that the applicant meet all of the requirements of the MI "Soil Erosion and Sedimentation Control Act", P.A. 347 of 1972, as amended, MCL 282.101.
- Additional Site Plan requirements may exist in zoning districts other than single-family zoned areas. Please consult the specific zoning section of the City Code to determine if additional info is needed.

PLEASE PROVIDE THE FOLLOWING INFORMATION DIRECTLY ON YOUR SITE PLAN

Site Plan Design Elements:

1) Map Scale: Sites less than one (1) acre, minimum 1" = 25'
   Sites one (1) acre or larger, minimum 1" = 50'
2) Date Site Plan drawn, including revisions and north point
3) Street names and other necessary identification information
4) Designer and/or Engineer Name, Address, Phone, & E-mail
5) Developer Name, Address, Phone & E-mail
6) Property or lot line dimensions
7) Zoning yard setback lines; setbacks between buildings
8) Locations of sidewalks and pedestrian areas
9) Location of retaining walls and curbs
10) Existing and proposed primary and accessory structures on property
11) All buildings shown with dimensioned floor plans, atypical elevation views, finished floor and grade line elevations, floor area and building height
12) Lot numbers and individual addresses for each lot, when applicable
13) Outlines & identification of other structures within 100' of property measured horizontally in all directions
14) Location of all existing and recorded streets intersecting the boundary of the parcel
15) Existing vehicular circulation system, including:
    - Rights-of-way
    - Driving surface widths
    - Off-street parking areas
    - Service areas
    - Off-street loading areas
    - Street names

- Intersection radii
- Driveway locations for all adjacent developed parcels

16) Proposed vehicular circulation system, including:

- Street plans and connections to existing street network & future off-site properties
- Street profiles showing all proposed driveway locations
- Structural cross sections
- Proposed street names (subject to City approval)

17) Pedestrian walkways, designated crosswalks & linkages to adjacent properties

18) All existing public and private easements, utility lines, rights-of-way, and other services within and bordering subject property

19) Existing zoning classification of parcel

20) Zoning classification of abutting parcels (north, south, east and west)

21) Generalized soil characteristics regarding soils and their suitability or adaptability to the proposed use (more detailed information may be requested):

22) Spot elevations or topography, including:

- Floodplain elevations, if appropriate
- Existing site elevations
- Parking lot elevations
- Finished floor elevations
- Property boundary elevations
- Grading plan
- Location of existing wetlands (delineated by professional firm? X Yes _____ No)

23) Location of stormwater drainage facilities including:

- Retention/detention and/or sediment ponds including size, capacity & design
- Catchbasins, underground systems and outfalls
- Surface drainageways, road ditches and culverts
- Roof drainage and icefall
- Snow storage/snow management areas

24) Proposed locations of:

- Refuse/recycling dumpsters w/concrete pads & dumpster screening materials/construction
- Fuel tanks & screening
- Outside storage areas & screening

25) Landscaping details: Greenbelts, vegetation fences, earth berms, trees, etc. For other than single-family-residences, show location of all proposed landscape materials and elements. Also show all existing site trees and their retention in the proposed development.

26) Location, minimum size and configuration of areas to be conveyed, dedicated, or otherwise reserved as common open spaces, parks, recreational areas, school sites and similar public and semi-public uses, where applicable.

27) Location of existing fences to remain and details of design, style & height of proposed fences.

28) Restrictive covenants including provision for open-space maintenance. Those areas required to

have open space shall include the time of the development of recreational or other facilities within the open-space, as applicable.

29) Sanitary Sewer: X City Sanitary Sewer System connection (requires a separate City Sewer Service Application and connection fee)
____ On-site septic system (show location of tank & drainfield on the drawing) (Requires separate City & Health Dept. Permits)

30) Water Service: X City Water System connection (requires a separate City Water Service Application and connection fee)
____ Private Well (show location, depth & diameter of well; hydrants; distribution system; & standpipes on the drawing) (Requires separate City & Health Dept. Permits)

31) Lighting Plan: Exterior light location, fixture style, bulb type, mounting location and illumination pattern & intensity. Direct illumination of lights shall be directed downward and lights shall be shielded so they do not shine onto adjoining parcels or public rights-of-way. Dark sky compliant fixtures are required.

32) Sign Plan: Indicate type of materials to be used and include sign sketch(es) with dimensions of all signs, and type of support. A separate City Sign Permit Application should be completed and submitted with the site plan.

33) Indicate setback of freestanding sign and location of directional signs and/or wall signs.

Area and Dimension Information:

34) Area of property/parcel: _____ sq. ft.
_____ acres

35) Gross square footage of primary structure: _____ sq. ft.

36) Density calculations (% of property covered with structures): _____ %

37) Area in lawn and other open spaces: _____ sq. ft.

38) Area of parking lots: _____ sq. ft.

39) Number of parking spaces as indicated on Site Plan: _____ spaces

40) Number of handicapped parking spaces: _____ spaces

41) Number of total structures: _____ structures

Additional Information to be Included on Site Plan:

42) Illustrate on-site natural features (ex: natural drainage systems, floodplains, wetlands, woodlots, shorelands, etc.)

43) Ultimate jurisdiction and maintenance of private roads and access rights

44) Projected plans for the future use of the entire site if this is a phased development

45) Development schedule indicating the approximate date when construction of the development (or stages of the development) can be expected to begin and be completed

46) Special site/use conditions affecting the development and/or the City not covered by the checklist

SHEET SET

1 Project Overview
3 Plot Plan
5 Exterior Elevations
6 Exterior Elevations
7 Roof Layout Plan
9 Architectural Plan, Foundation
10 Architectural Plan, Main Floor
11 Architectural Plan, Second Floor





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ELEMENTS
ARCHITECTURAL DESIGN CO.
PHONE:(616) 896-9019 www.designbyelements.com

DRAWING FOR:
CURT MORAN BUILDERS
(616) 293-0660

PROJECT DESCRIPTION:
4-Multiplex
, ,

PAGE TITLE:
Project Overview

DATE:
7/15/2024

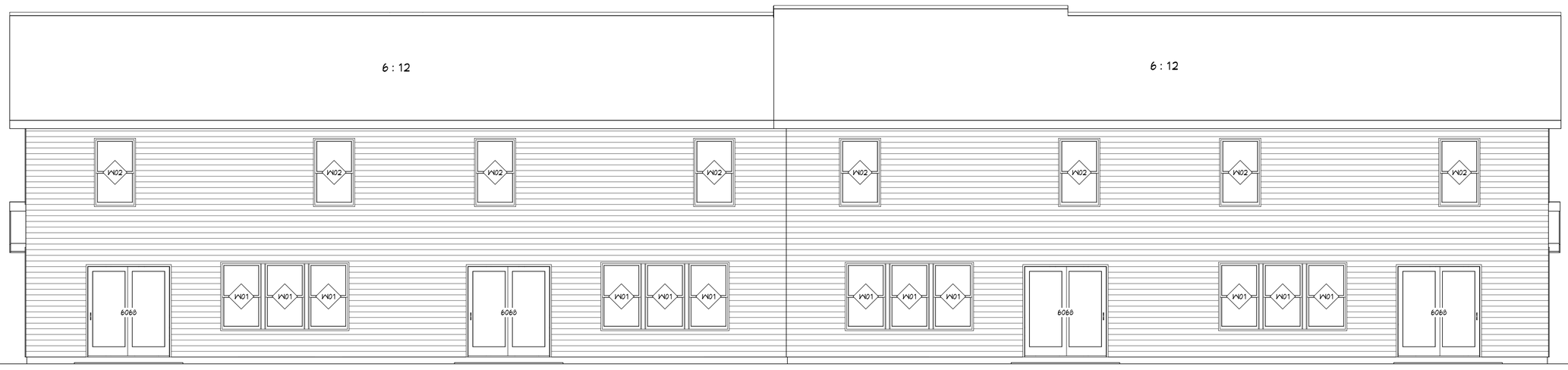
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Window Schedule							
Number	Label	Qty	Floor	Width	Height	R/O	Top	Comments
W01	3050SH	12	1	35 1/2"	50 1/2"	36"X60"	83 3/8"	
W02	3050SH	8	2	35 1/2"	50 1/2"	36"X60"	83 3/8"	
W03	5036LS	6	2	59 1/2"	41 1/2"	60"X42"	83 3/8"	
W04	5034LS	2	2	59 1/2"	39 1/2"	60"X40"	83 3/8"	
W05	2636FX	4	2	29 1/2"	41 1/2"	30"X42"	83 3/8"	



FRONT ELEVATION

SCALE: 1/4 in = 1 ft



REAR ELEVATION

SCALE: 1/4 in = 1 ft

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PAGE TITLE:
Exterior Elevations

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7/15/2024

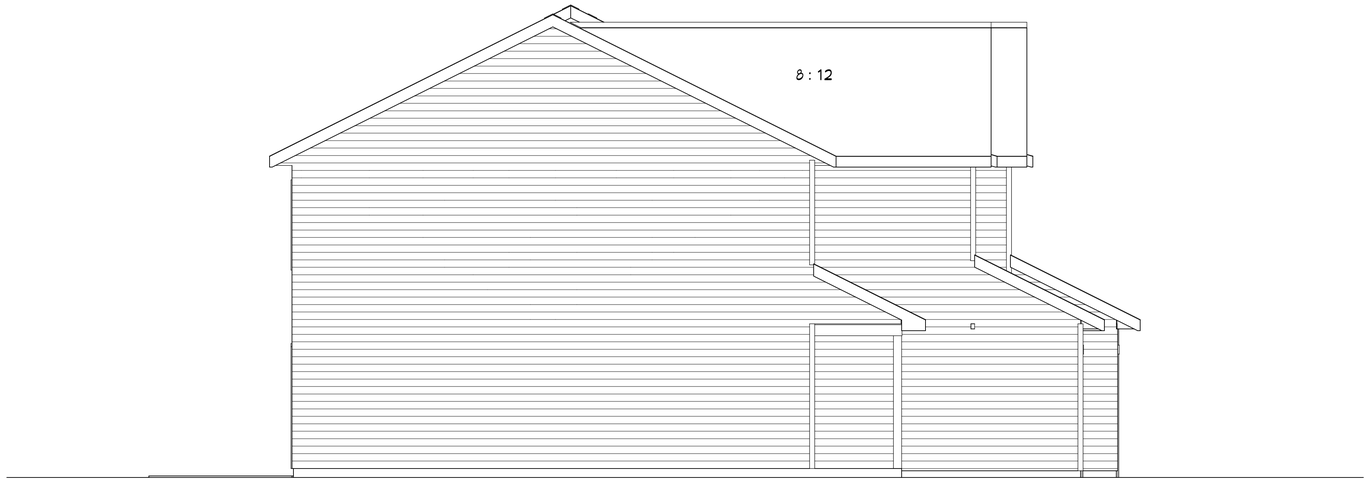
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PAGE 5 of 8
5

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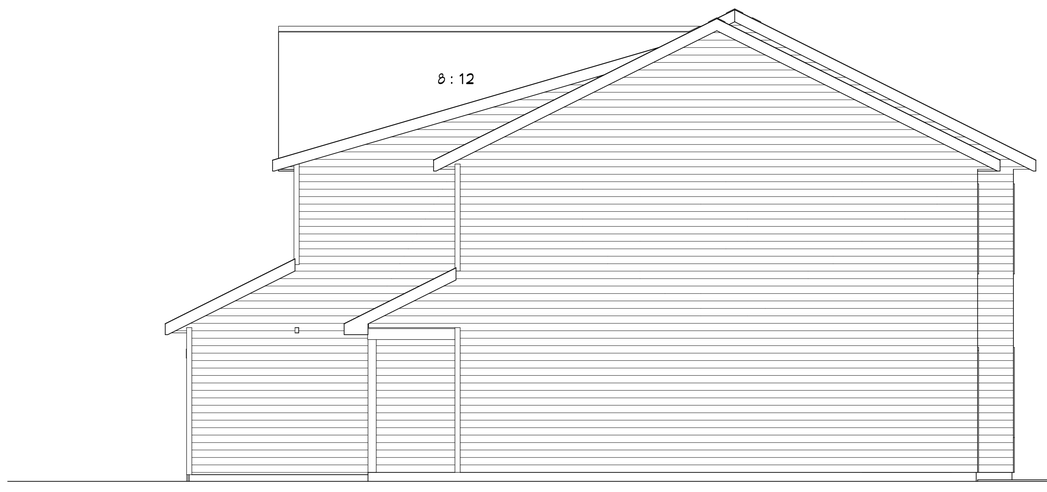
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Window Schedule								
Number	Label	Qty	Floor	Width	Height	R/O	Top	Comments
W01	3050SH	12	1	35 1/2"	59 1/2"	36"X60"	83 3/8"	
W02	3050SH	8	2	35 1/2"	59 1/2"	36"X60"	83 3/8"	
W03	5036LS	6	2	59 1/2"	41 1/2"	60"X42"	83 3/8"	
W04	5034LS	2	2	59 1/2"	39 1/2"	60"X40"	83 3/8"	
W05	2636FX	4	2	29 1/2"	41 1/2"	30"X42"	83 3/8"	



LEFT ELEVATION

SCALE: 1/4 in = 1 ft



RIGHT ELEVATION

SCALE: 1/4 in = 1 ft

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Exterior Elevations

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7/15/2024

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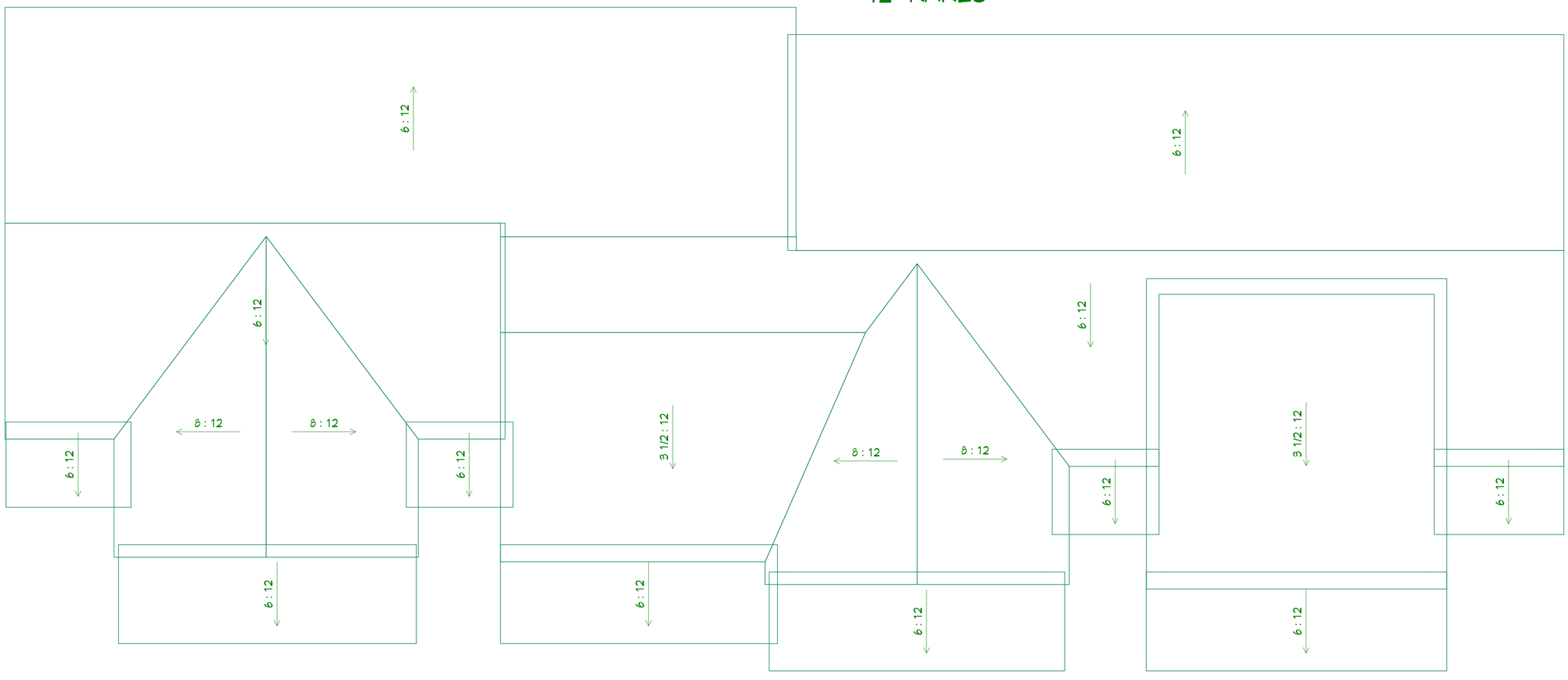
Roof Notes

ROOF DETAIL

1/4 in = 1 ft

12" EAVES

12" RAKES



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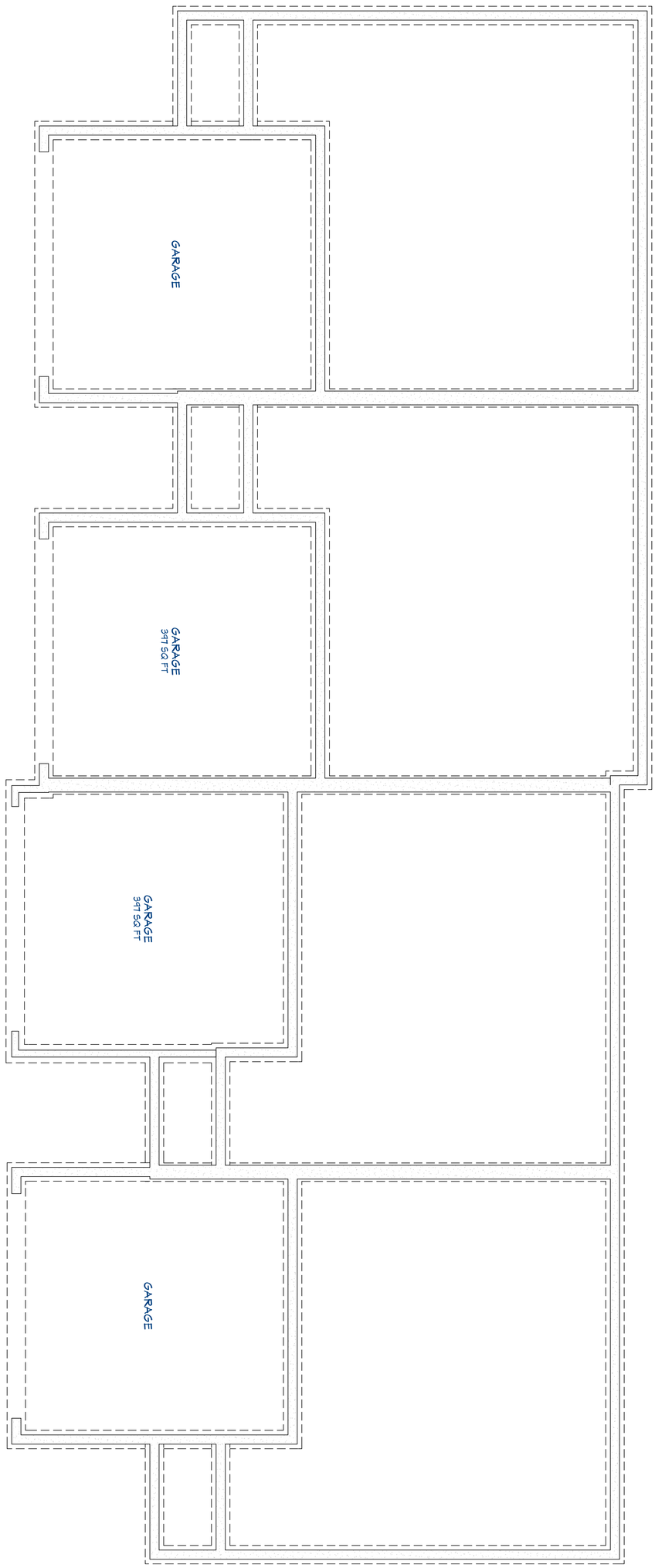
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PAGE TITLE:
Roof Layout Plan

DATE:
7/15/2024

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1/4" = 1'0"

PAGE 7 of 8
7



Window Schedule								
Number	Label	Qty	Floor	Width	Height	Sill	Top	Comments
FW01	3050FW	2	1	30"	50"	83 3/8"	133 3/8"	
FW03	3050FW	9	1	30"	50"	83 3/8"	133 3/8"	
FW03	3050HL5	6	1	30"	50"	83 3/8"	133 3/8"	
FW03	3050HL5	6	2	30"	50"	83 3/8"	133 3/8"	
FW03	3050HL5	6	3	30"	50"	83 3/8"	133 3/8"	
FW03	3050HL5	4	4	30"	50"	83 3/8"	133 3/8"	

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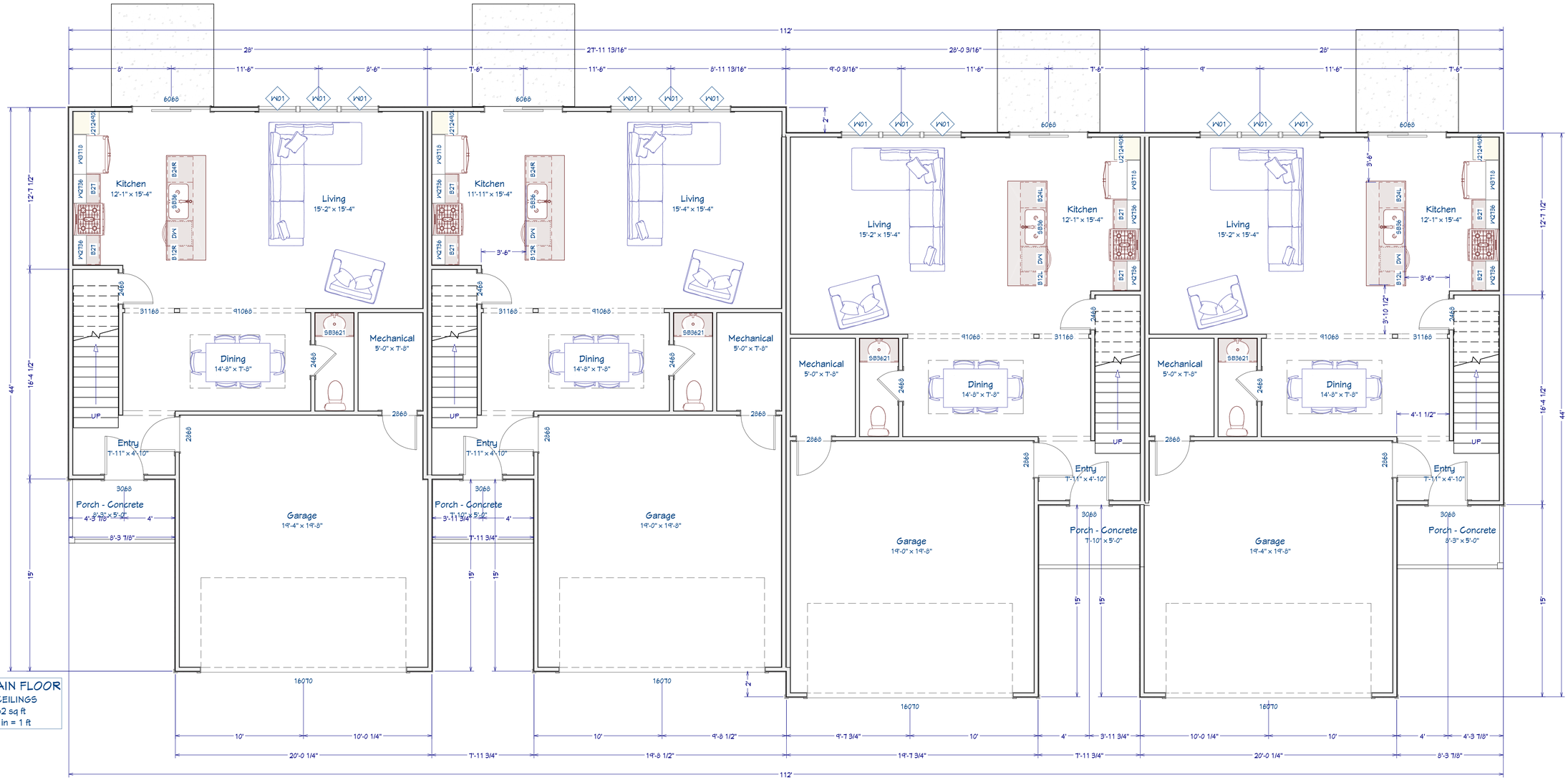
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Architecural Plan Notes

Window Schedule								
Number	Label	Qty	Floor	Width	Height	R/O	Top	Comments
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W04	5034LS	2	2	59 1/2"	39 1/2"	60"X40"	83 3/8"	
W05	2636FX	4	2	29 1/2"	41 1/2"	30"X42"	83 3/8"	



MAIN FLOOR
8' CEILINGS
2862 sq ft
1/4 in = 1 ft

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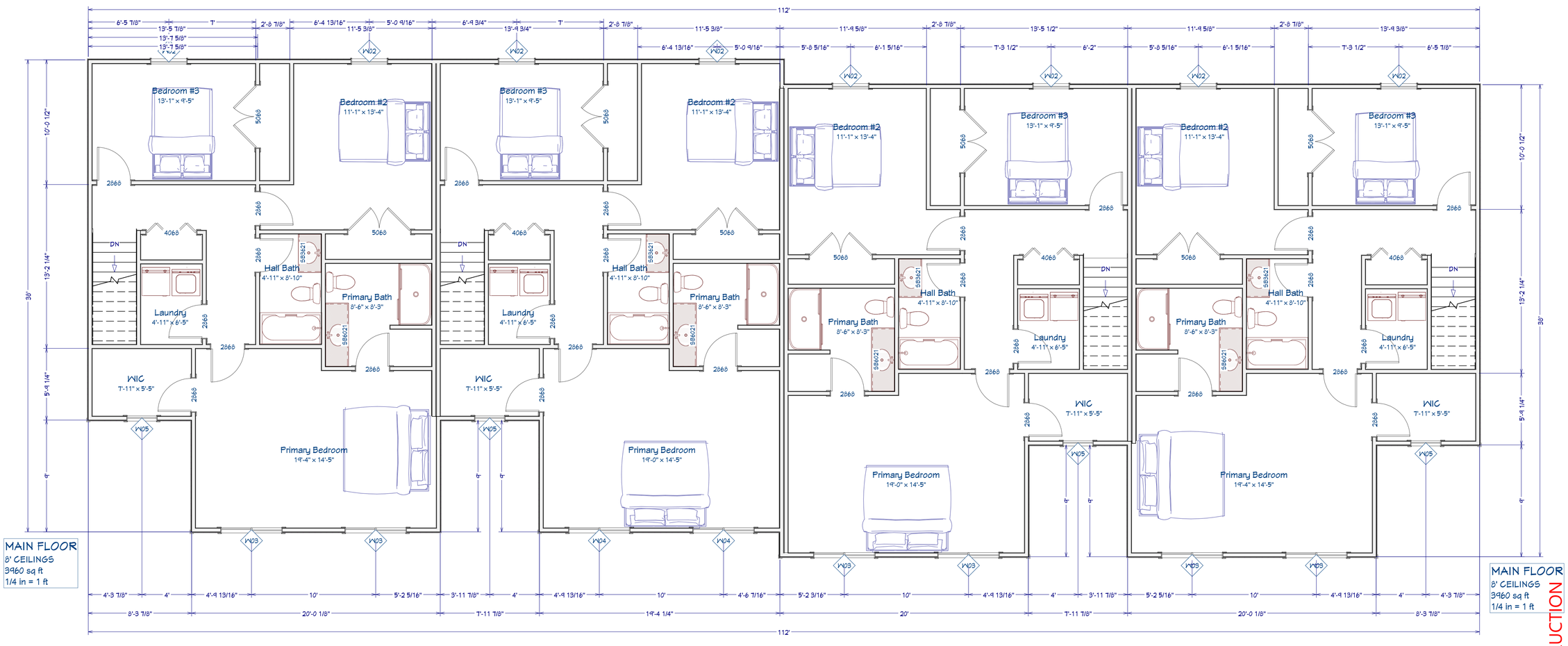
PROJECT DESCRIPTION:
4-Multiplex
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PAGE TITLE:
Architectural Plan, Main Floor

DATE:
7/15/2024

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PROJECT DESCRIPTION:
4-Multiplex
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PAGE TITLE:
Architectural Plan, Second Floor

DATE:
7/15/2024

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Permit Application for

Permit #: _____
Date: 11-3-26
X $25 ____ $50 < 30 Days

FESTIVALS & SPECIAL EVENTS

The City of East Jordan welcomes festival and major events to the city. This application process is designed to provide notice to the City, provide guidelines to the organizer(s), while maintaining flexibility for the company and ensuring the safety and well-being of the citizens and businesses of East Jordan.

APPROVAL PROCESS BEGINS WITH CITY HALL STAFF

Non-Refundable Application Fee: $25, less than 30 days, $50

This form should be submitted NO LESS THAN 60 BUSINESS DAYS PRIOR to the start of the event, however, an expedited process may be possible depending on requirements.

A. APPLICANT & EVENT INFORMATION

Name of Event: Christmas on Third Street.

Applicant Name: Frank H. Minier

Affiliated Organization/Company: East Jordan Community Church.

Non-Profit? (Yes) No If yes, circle one: 501c3 or 501c6 and attach a copy of the IRS designation letter.

Mailing Address: 301 Nicols St. 215 S. Lake St. Boyne City, MI

City: East Jordan State: MI Zip Code: 49727

Work Phone: 231-675-6587 Email: frankhminier@gmail.com

Link to Event Website: N/A

Who is your Target Audience? Community

How will you ensure a Diverse Audience? Open to Community

Does the event have (check all that apply): ___Twitter ___Facebook ___Instagram ___Other _____

EVENT INFORMATION

Event Location: 301 Third St. Date of Event: Dec. 11th 2026

Event Address: _____

Event Location Website: _____

Start Time: 5:30 pm End Time: 8:00 pm

Road Closure Begins: 5:pm Road Closure Ends: 8:30pm

Set-Up Begins: Morning-of Clean-up Ends: 9:pm

Estimated Attendance: 600

The Event is: ___Private (by invitation only) X Open to the General Public ___Gated Admission

If private or paid admission, how will you monitor? _____

E. EVENT SCHEDULE

Please provide a detailed schedule of the event including dates and times for entertainment, activities, hours of events, start time, finish time, etc. If the event requires an extended time frame for set up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed. (Use additional sheets if needed.)

DATE	TIME	ACTION	ASSIGNED TO
Dec 11/24	5:pm	close road for safety around event.	

B. RESIDENT AND/OR BUSINESS NOTIFICATION

Events that require road closures or may cause disruption for the City of East Jordan residents, businesses, churches, etc., must provide notification to the affected parties two weeks prior to the event. **Notices must reflect the date(s), day(s) and location(s) of the event, type of activities taking place during your event and the event coordinator's contact information.** The notice must give detour or alternate route information if normal access is affected.

Applicants may be required to provide advisory signs (placed a minimum of one week prior to the event) if your event impacts a major roadway. Advisory signs are intended to provide advanced notice to the regular users of a roadway of the scheduled closure.

Are you requesting roads to be closed? X Yes ___ No

Will your event require roads to be closed? Yes

If yes, please provide a sample of the notice and a proposed list of recipients with your application.

Road closure verification: DATE DELIVERED:_____ METHOD:_____

C. PUBLIC PROPERTY CLEAN-UP

Applicants are responsible for cleaning and restoring the site after the event. Please pick up the trash including paper, plastic, bottles, cans and event marketing signs. The cost of any employee overtime incurred because of an applicant's failure to clean and/or restore the site following the event will be the responsibility of the applicant. If you believe no litter will be generated during your event, please state this in your plan.

- ✓ Trash and recycling containers must be used at all events where trash is created as a result of the event.
- ✓ Vendors that sell beverages must have a recycling or trash bin available.
- ✓ Glass, plastic and aluminum must be collected separately.
- ✓ All cardboard must be broken down and kept separately next to collection containers.

Contracted personnel or volunteers may be used to restore the site to its original condition after the event is over.

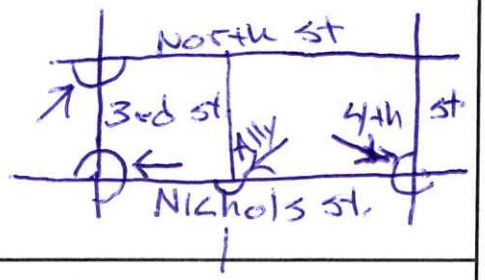
Event Clean-up plan: N/A. - Roads will reopend at 8:30pm

D. CITY PUBLIC WORKS SERVICES

STAFF – Are Barricades needed for this event? Yes X No _____

If needed, how many are being requested? 8

(Please provide a map indicating location of barricades)



Will the event need street sweepers prior to the event or at the conclusion of the event?

___Before ___After X No Specify where:

ELECTRIC PLAN

Will generators or electrical service be used?____Yes X No (If yes, please indicate where on site plan.)

Service beyond that which is generally available must be provided and arranged for by the applicant. Restrictions may apply at certain sites. Generators CANNOT be refueled within the event site during event operating hours. Use additional sheets if needed.

ITEM	LOCATION	AMPERAGE

Water Hook-up/Plan

Will water hook-ups be used? _____Yes X No (If yes, please indicate where on site plan.)

Service beyond that which is generally available must be provided and arranged for by the applicant. Restrictions may apply at certain sites. Use additional sheets if needed.

ITEM	LOCATION	AMPERAGE

PORTABLE RESTROOMS

The City of East Jordan recommends one (1) chemical or portable toilet for every 250 people, or portion thereof that attends the event. At least one of these facilities should be ADA accessible or ten percent (10%) of all facilities. This figure is based upon the maximum number of attendees at your event during peak time. The City of East Jordan may determine the total number of required facilities on a case-by-case basis.

You are required to provide portable facilities at your event unless you can substantiate the sufficient availability of both ADA accessible and non-accessible facilities in the immediate area of the event site which will be available to the public.

Do you plan to provide portable restroom facilities at your event? X Yes ___No

If yes, how many? 2 How many ADA accessible portable toilets? In Building

If no, please explain: _____

Sanitation/Portable Provider: To be determined Telephone: _____

Equipment Set-up: Date: _____ Time: _____

Equipment Pick-up: Date: _____ Time: _____

E. SAFETY AND SECURITY

Will you have security for the event? Yes / No

Indicate all the location of Security:

___Beer/Alcohol Tent Security ___Stage Security X Event Area Security
___Gate Security ___Money Handling Security
___Other:_____

TOTAL: 6

Date and Time for Security to be on site: Dec. 11/26 - 5pm - 8:30pm

Additional Security Company Information:

Name: Contact Phone:

Not Hired - Persons at road closers.

Fireworks

Are you planning to have fireworks: ____ Yes __X__ NO

Fireworks Company Info: Name:_____

Contact Person:_____Phone_____

Date(s) of Fireworks:_____ Time:_____

Alternate Date: Yes/No Date(s) of Fireworks:_____Time:_____

Has a permit been applied for through the City _____ If not, please fill out the form to be considered for approval and attach the Fireworks Company's Liability Insurance.

If there will be any fireworks or pyrotechnics, please refer to City Ordinance - Public displays permitted. Approval from the Fire Chief and City Commission must be received 30 days prior to the event.

E. EVENT SCHEDULE

Please provide a detailed schedule of the event including dates and times for entertainment, activities, hours of events, start time, finish time, etc. If the event requires an extended time frame for set up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed. (Use additional sheets if needed.)

DATE	TIME	ACTION	ASSIGNED TO
Dec. 11/26	5pm/8:30pm	- Safety around event.	close road

F. ROADS, TRAFFIC AND ROUTES

Does the event restrict access to any private or public parking lots? ___Yes X No

If yes, the applicant must provide a signed letter of consent from the private parking lot owners. **This may require the event applicant to lease the lot, pay for relocating the occupants, or reimburse the property owners for any loss of revenue.** This letter must be submitted before the permit will be issued.

ROAD CLOSURES

Will the event need to close any road? X Yes ___No (Requests to close roads are not guaranteed, may depend on MIDOT)

Are you requesting a Traffic Control Order for your event? ___ Yes X No

If yes, please fill in the following information (attach additional sheets if needed):

Applicant should post "No Parking" signs along city roads where pubic parking spaces exist within the event site.

N/A.

ROUTE AND TRAFFIC PLAN

___Parade ___Road Race___Bike Race ___Bike Tour ___Walk X Other: Roads Beside event.

Start Location (if applicable):_____Finish Location: _____

Parade

Are you Planning on having a Parade:___Yes X No

Date(s):_____ Time BEGIN_____:END_____:_____

Alternate Date(s):_____ Times BEGIN_____:__END_____:_____

What is the parade route?_____

Is a permit from MDOT required (closing off a state highway)_____NO_____

Where is the staging area?_____ Do you have permission to use the staging area? Yes / No

What is the estimated length/duration of the parade?_____

Times BEGIN:_____END:_____

If your event involves road closures, a parade or any other procession, or more than one location, please attach a map outlining the route and traffic Plan. When planning a moving route, please consult the East Jordan Police Department before submitting application.

Please note: the City of East Jordan Police Department has final discretion over your Route and Traffic Plan including but not limitedto the placement of all barricades, signs and police/volunteer locations.

G. CRISIS MANAGEMENT PLAN

Each event must develop a communication and crisis management plan. This plan must be approved by the Fire Chief, Police Chief and County Emergency Manager before theSpecial Event permit is issued. *Plan must include:*

___Name and phone number of responsible person: Frank A Minier 231-645-6507
If there are different people for each day or event please attach a sheet with the indicating the event, person responsible, contact information (cellphone and email) both prior to and during event.

X Method by which emergency services will be notified in the event of an emergency: -911

X Method event staff and volunteers will use to communicate with each other: -phone -Twoway Radios

STREET	FROM	TO	DATES	TIMES
3rd st.	Nicholls	North	Dec. 11th	5/8:30pm
Nicholls	3rd	4th	Dec. 11th	5/8:30pm

FIRST AID

Please indicate what arrangements you will make for providing First Aid staffing and equipment during your event.

Site Location(s): Call 911

Times of operation:

HAZARDOUS MATERIALS

Will the event have any hazardous materials such: (please check all that apply)

X Propane ___Butane ___Gasoline ___Helium cylinders ___other upright tanks

___Portable heaters ___Deep fat fryers ___Diesel tanks___fireworks, torches, candles or pyrotechnics

Please indicate where on the site where these items will be located.

All tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

3 patio Heaters in parking lot.

H. SITE PLAN

Provide a detailed Site Plan Sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. The plan should include the following if applicable.

___Tents (include tent sizes) (X)	___First Aid and/or EMS (FA)	___Public Recycling receptacle (PR)
___Food vendors (FV)	X Garbage receptacles (G)	___Vendor recycling receptacle (VR)
___Beverage vendors (BV)	___Retail Merchant (RM)	___Alcoholic Beverage vendors (ABV)
___Barricades (B)	X Sign or banners (S)	___Stages or amplified sound (SO)
X Fire Extinguisher (EX)	___Fire Lane (FL)	___Trailers, vehicles, storage (ST)
X Portable toilet (T)	X Hand washing sinks (HWS)	___Bleachers (BL)
X Security (P)	___Generator/Electricity (E)	

FIRE HYDRANTS OR SIDEWALK CURB BREAKS THAT ARE USED FOR ADA ACCESSIBILITY MAY NOT BE BLOCKED DURING ANY TIME.

The area requested must be reasonably suited relative to the accessibility, size and nature of the proposed special event. The event must accommodate the special needs of disabled persons whose rights are protected under the Americans with Disabilities Act and who choose to participate in the event.

I. VENDORS

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services. Use Section J to list all vendors. Use additional sheets if needed.

Does the event include vendors?____Yes (Submit Complete Vendor List)__X__No How many? _____

FOOD & BEVERAGE VENDORS

Does the event include food concession or cooking areas? ____Yes No __X__ Attach Health Dept. Permit ____

Fire Code requires a fire extinguisher at each cooking location. Food and beverage shall not be sold at an event unless approved and licensed, if necessary, by the Health Department of Northwest Michigan. Event organizers are responsible for arranging health inspections for their events. Applicant must show a plan for clean-up and grease removal.

SPECIAL ATTRACTIONS

Does the event include mechanical rides, spacewalks, or other attractions?____Yes __X__No How many? _____

Please list special attraction sites on your site plan.

Name of Vendor(s):

Contact Person: Phone: Email:

J. ALCOHOL

Please follow all applicable laws for selling, serving and consuming alcoholic beverages.

Will alcoholic beverages be served? ____Yes__X__No

How will you keep beverages confined to a particular area? Define area on site plan.

What type of alcohol will be served?____Beer (served in plastic or paper cup)_____Wine ____ Other

What method of determining age will you use? _

Times for serving alcohol: BEGIN:_____END: _____

Please list locations where alcohol will be served on your site plan.

K. EVENT VENDOR LIST

Please list all commercial vendors who will be present during the event (serving, selling, sampling, or displaying).

Vendor Name	Vendor Address & Phone Number	Type of Vendor
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction
		___Food Cooked by:___Gas___Electric___Charcoal ___Beverages:___Non-Alcohol___Beer___Wine ___Merchandise___Services___Special Attraction

L. VOICE/MUSIC AMPLIFICATION

Are there any musical entertainment features related to your event? ___Yes_X_No

If yes, attach a schedule of any music or entertainment proposed to occur during the event including band's name and type of music.

Number of stages?_____ Number of bands/performers? _____

Will your event use amplified sound? ___Yes_X_No If yes, Start time:_____Finish Time: _____

O. TENTS AND SIGNAGE

When required by International Fire Code, tents and canopies must be "flame resistant."

Will tents be used for the event____Yes_X_No Are the tents flame resistant? ___Yes____No

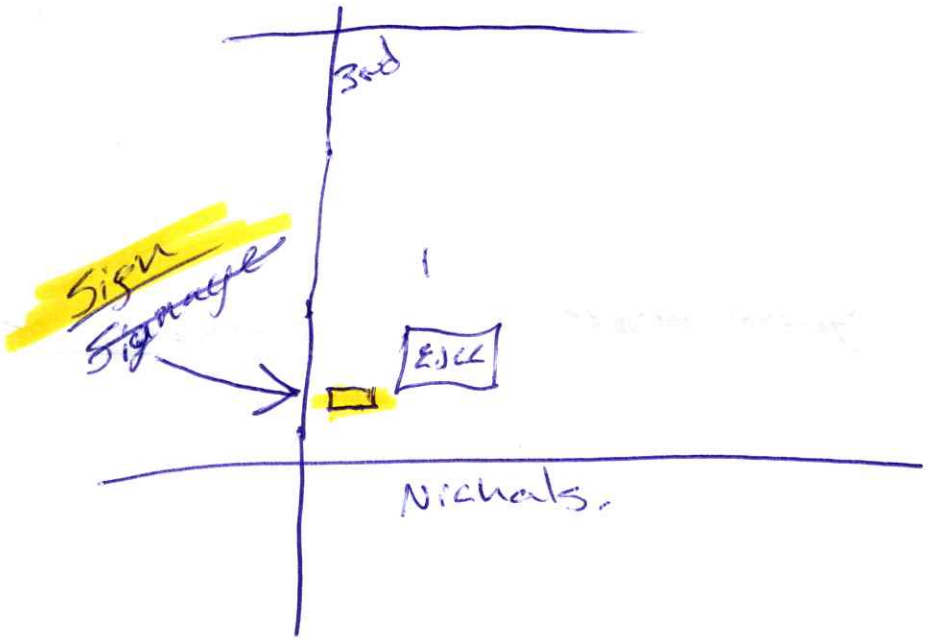
List the number, size and type of tents used: (Use additional sheets)

Pavement Holes/Marring: Drilling into pavement (parking lots, streets, sidewalks, curbs, etc.) is strictly prohibited. All signage and anchoring must be accomplished with weights such as sandbags, concrete or water filled barrels or weights.

Will any signs or banners be hung?_X_Yes ___No How many? One

If yes, list sizes and locations on site plan.

Fastening or attaching any rope, signs banner or flyer or any other object to any tree shrub or park feature on City of East Jordan property is strictly prohibited.



P. INSURANCE REQUIREMENTS

The applicant shall submit a certificate of insurance verifying the following minimum coverage(s) and identifying The City of East Jordan as an additional insured for the duration of the event.

Has liability insurance listing the City as an additional insured been secured?____Yes__X__No

Event Type	General Liability $1,000,000 Individual $2,000,000 Aggregate	Liquor Liability* $1,000,000 Individual
Major Event or Festival (road closures, food service, pyrotechnics, and entertainment stages)	Required	Required
Parade, Procession, March, Road Race, Bicycle Race	Required	N/A
Filming and Photography	Required	N/A
*(If alcoholic beverages are served for either a private or public event on City property.)		

Your permit will not be issued if the insurance certificate has not been received prior to the event.

Q. APPLICANT ACCEPTANCE

Please read and attest to the following conditions and areas of responsibility before signing application.

The authorized agent(s) sponsoring the EVENT attests that the information provided in this application is actual and true and will make every effort to amend the permit should any substantial changes arise.

Notice is hereby given that this permit may be revoked by the Chief of Police, the Fire Chief or City Administrator or their designees for any violation of city/state or federal law or violation of permit conditions, or in the event of any emergency affecting the public health or safety, in addition to appropriate legal action(s).

HOLD HARMLESS CLAUSE:

Applicant/organization hereby shall assume all risks incident to or in connection with the permitted activity and shall be solely responsible for damage or injury, of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of applicant's operation. Applicant hereby expressly agrees to defend and save the City harmless from any penalties for violation of law, ordinance, or regulation affecting its activity and from any and all claims, suits, losses, damages or injuries directly or indirectly arising out of or in connection with the permitted activity or conduct of its operation or resulting from the negligence or intentional acts or omissions of applicant or its officers, agents and employees.

My signature below acknowledges that I have read and understand the above terms and conditions.

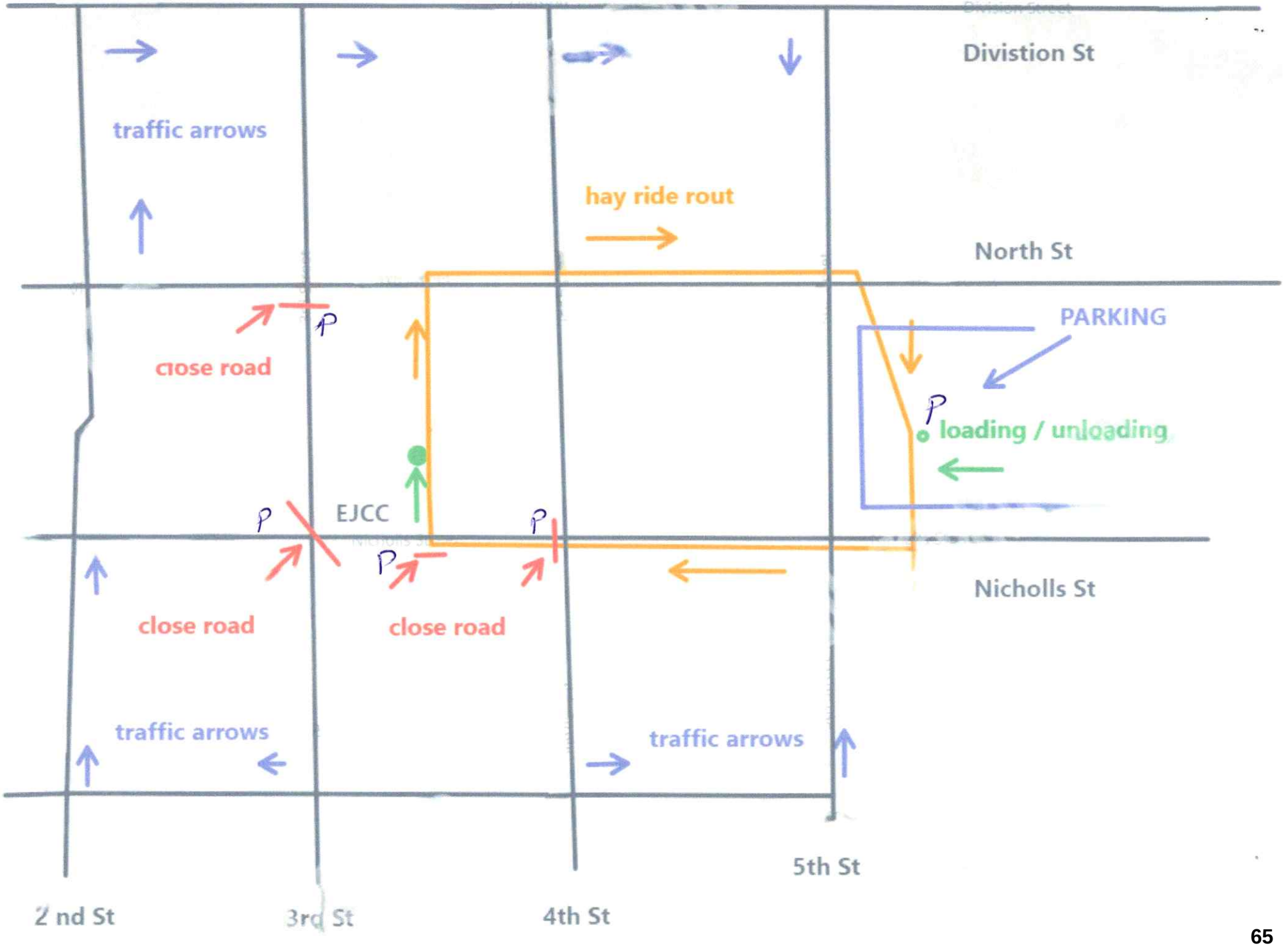
Name of Authorized Agent: Frank H Miller **Title:** Planner -

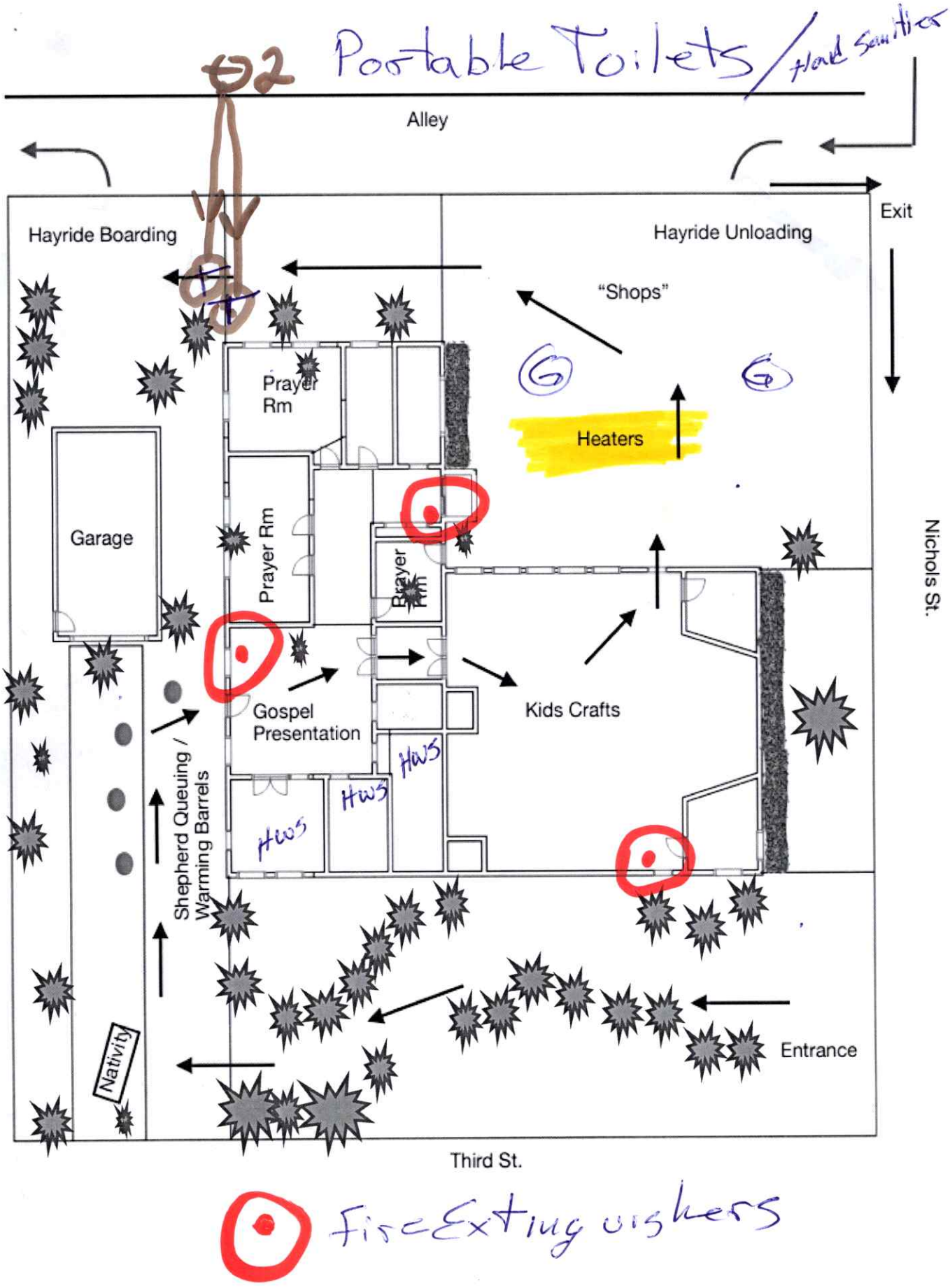
Signature: Frank H. Miller **Date:** Nov. 2nd 2026

Receipt #:	Amount:		Taken by:	Date:	
Payment Type (Check One)	___Cash	___Check		___Money Order	
Check /MO#:			Exp Date:		
Special Event Form?	___Yes	___No	Insurance?	___Yes	___No
Fireworks Application/Permit?	**___Yes**	**___No**	**Application Approved?**	**___Yes**	**___No**
Liquor License approved?	**___Yes**	**___NO**	**Site Plan provided?**	**___Yes**	**___No**
Barricade Map provided?	**___Yes**	**___No**	**Parade Map Provided?**	**___Yes**	**___No**

PERMIT APPLICATION STATUS

APPROVAL	NAME	SIGNATURE	DATE
Police			
Fire	[illegible]	[signature]	11/17/20
Administration	Tom Canan		
Public Works	Shane Tatum	[signature]	11/17/20
Parks Staff			
EOC			
Comments:			
Commission Approval:			


Division St
traffic arrows
hay ride rout
North St
PARKING
close road
P
loading / unloading
EJCC
Nicholls St
close road
close road
traffic arrows
traffic arrows
5th St
2 nd St
3rd St
4th St


Portable Toilets / Hand Sanitizer
Alley
Exit
Hayride Boarding
Hayride Unloading
"Shops"
Prayer Rm
Heaters
Garage
Prayer Rm
Prayer Rm
Nichols St.
Gospel Presentation
Kids Crafts
HWS
HWS
HWS
Shepherd Queuing / Warming Barrels
Nativity
Entrance
Third St.
Fire Extinguishers

Christmas on Third Street

Dear Neighbors,

East Jordan Community Church is honored to once again host Christmas on Third Street. We invite your family and friends to come and enjoy the evening's festivities on **Friday, December 11, from 5:30 pm to 8:00 pm.**

Activities will include a live nativity with many animals, including two camels, children's games, free goodies, a hayride, and a welcoming greeting. Prayer rooms will also be available. There's something for the whole family to enjoy!

ROAD CLOSURES:

For this event, we are requesting the closure of Third Street from North Street to Nicholls Street, and Nicholls Street from Third Street to Fourth Street.

The requested street closures will be in effect on Friday, December 11, from 5:00 pm to 8:30 pm.

You will have full driveway access and may come and go freely. People will be available to open the barricades for you.

Thank you for your understanding and support as we celebrate Christmas on Third Street.

For questions, contact Frank H Minier at **231-675-6507**.

Wishing you a blessed and joyful Christmas season!

East Jordan Community Church

Service times: 9:00am -10:45am

231-536-3381

★ X-mas on 3rd St

PERMIT APPLICATION STATUS

APPROVAL	NAME	SIGNATURE	DATE
Police	Randy N Kloss		11-4-26
Fire			
Administration			
Public Works			
Parks Staff			
EOC			
Comments:			
Commission Approval:			

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/11/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME: Church Mutual Insurance Company, S.I.	
Church Mutual Insurance Company, S.I. 3000 Schuster Lane P.O. Box 357 Merrill WI 54452	PHONE (A/C, No, Ext): 1-800-554-2642	FAX (A/C, No): 855-264-2329
	E-MAIL ADDRESS: customerservice@churchmutual.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Church Mutual Insurance Company, S.I.	18767
INSURED WALLOON LAKE COMMUNITY CHURCH 4320 M 75TH N WALLOON LAKE MI 49796	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:	N	N	0036431 25-045368	09/28/2026	09/28/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG [ ]	$ 1,000,000 $ 1,000,000 $ 15,000 $ 1,000,000 $ 3,000,000 $ 1,000,000 $
	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) [ ]	$ $ $ $ $
	[ ] UMBRELLA LIAB [ ] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $						EACH OCCURRENCE AGGREGATE [ ]	$ $ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [ ] N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						[ ] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

City of East Jordan
201 Main St
PO Box 499
East Jordan MI 49727

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Pamela A Rushing

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PERMIT APPLICATION STATUS

APPROVAL	NAME	SIGNATURE	DATE
Police			
Fire			
Administration			
Public Works			
Parks Staff			
EOC		Sienna L. Wenz	11/12/2026
Comments:			
Commission Approval:			

PERMIT APPLICATION STATUS

APPROVAL	NAME	SIGNATURE	DATE
Police			
Fire			
Administration			
Public Works			
Parks Staff	Robert W Crick	RWC	11/12
EOC			
Comments:			
Commission Approval:			

Dear Citizens of East Jordan,

I wish to thank the City of East Jordan for the opportunity to serve our great community. Through prayer and contemplation, I feel I can no longer serve on the city council nor on the JVEMS executive board. The events of the last eighteen months have been extremely complicated and stressful and while I have learned much during my tenure as a council member, it is with a clear head that I am tendering my resignation for this council as well as from the JVEMSA. I have no regrets and only wish the best for our city.

I have full faith and confidence in our city administrator, clerk, treasurer and staff. They are, and have been, a great blessing to our community and to me personally and it has been a pleasure to work beside all of you. From the bottom of my heart, thank you for your service. I am proud of you all and what has been accomplished.

I also want to thank JVEMSA board members Tim Timmer, Alex Bushman, Jim Rathbun, and Brian Olszewski for all your camaraderie, good faith efforts and your personal focus this last year and a half. I wish you all the best in the future.

These resignations are effective immediately.

Sincerely,

Mark L. Penzien

Bendzinski & Co.
MUNICIPAL FINANCE ADVISORS
A MICHIGAN FIRM, WORKING FOR MICHIGAN.

Memo

To: ***City of East Jordan (the "City")***
From: ***Andy Campbell, CPA, Registered Municipal Advisor***
Date: ***October 15, 2026***
Re: ***Marina Project Borrowing Scenarios and Cash Flows***

This memo is being written to discuss preliminary borrowing options available for the upcoming marina project and associated cash flows to pay for the project bond payments.

Based on most recent budget and recent audited results, we are seeing the following assumptions related to the marina cash flows:

	Fiscal Year 2026/27	**Calendar Year 2027**	**Calendar Year 2028**
Estimated Seasonal Slip Revenues	$115,000	$140,000	$140,000
Estimated Transient Slip Revenues	$70,000	$70,000	$70,000
Gas & Diesel Revenues	$360,000	$360,000	$360,000
Other Revenues	$2,500	$2,500	$2,500
Total Revenues	**$547,500**	**$572,500**	**$572,500**
Operating & Maintenance Expenses	**$492,904**	**$500,000**	**$500,000**
Total Cash Flow Available for Debt Payments	**$54,596**	**$72,500**	**$72,500**

With the above cash flow in mind, the City will potentially need to consider if adjusting fees for slips and/or gas/diesel makes sense. With the bond payment options currently estimated on the next page, the current cash flow doesn't have the full available cash flow needed for the yearly bond payments. We could look at structuring the bond payments (examples shown on the next page) and the City could look at trying to increase revenues.

2390 Woodlake Drive • Suite 300 • Okemos, Michigan 48864
(517) 580-0277
E-mail • acampbell@bendzinski.com

As shown on the attached project scenario page, a competitive sale process with official statement and bond rating is expected to yield the best overall cost of borrowing. The following information is with that sale route in mind.

Shown below are some of the term and structuring options to the City:

	20-Year Repayment with Level Annual Payments	**20-Year Repayment with Structured Annual Payments**	**25-Year Repayment with Level Annual Payments**	**25-Year Repayment with Structured Annual Payments**
Estimated Interest Rate	5.50%	5.50%	5.75%	5.75%
Estimated 2027/28 Principal & Interest Payments	$158,154	$103,950	$144,355	$108,675
Estimated 2028/29 Principal & Interest Payments	$158,154	$128,263	$144,355	$132,956
Estimated 2029/30 Principal & Interest Payments	$158,154	$136,613	$144,355	$136,375
Estimated 2030/31 Principal & Interest Payments	$158,154	$149,275	$144,355	$139,506
Estimated 2031/32 Principal & Interest Payments	$158,154	$161,113	$144,355	$147,206
Estimated Principal & Interest Payments for Remaining Term	$158,154	$168,645	$144,355	$147,715
Total Interest Paid over Bond Term	$1,255,650	$1,318,900	$1,685,038	$1,729,025

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With both the available cash flows and estimated bond payments, the City will need to look at increasing revenues to avoid a General Fund subsidy for the bond payments. It could be the direction of the Council that a General Fund subsidy is not an issue though as to promote the marina and the economic stimulus it brings to the City overall.

This information is provided to help Council and the City conceptualize some of the available options and estimates at this point. We will be looking for direction from the City on the term and bond payment structuring chosen in January or February based on the estimated project timing.

If you have any questions or require additional information, please do not hesitate to contact us.

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Bendzinski & Co.
MUNICIPAL FINANCE ADVISORS
A MICHIGAN FIRM, WORKING FOR MICHIGAN.

CITY OF EAST JORDAN
COUNTY OF CHARLEVOIX, STATE OF MICHIGAN
Project Scenarios - Competitive Sale Bonds vs. Bank RFP Bonds - Harbor/Marina Project
Draft 09/30/2026

	Competitive Sale Bonds with Official Statement & Bond Rating		
	15 Years	20 Years	25 Years
Principal and Interest Payments:			
Estimated Interest Rate	5.250%	5.500%	5.750%
Estimated Bond Amount	$ 1,890,000	$ 1,890,000	$ 1,890,000
Deposited in Construction Fund	$ 1,803,172	$ 1,803,172	$ 1,803,172
Estimated Bond Costs of Issuance	86,828	86,828	86,828
Estimated Total Interest	887,652	1,273,079	1,718,868
Total Principal + Interest	$ 2,777,652	$ 3,163,079	$ 3,608,868
Estimated Annual Principal + Interest Payments:	$ 185,177	$ 158,154	$ 144,355
Estimated Open Market Bond Costs of Issuance:			
Bond Counsel - Miller Canfield	$ 24,000 *	$ 24,000 *	$ 24,000 *
Municipal Advisor - Bendzinski & Co.	19,850	19,850	19,850
S&P Bond Rating	18,000 *	18,000 *	18,000 *
Michigan Treasury Fee (.02% of par, $1,000 max)	378	378	378
Wire Transfer Security Fee	750	750	750
Paying Agent	500	500	500
MAC Fee	450	450	450
Printing & Publications	4,000 *	4,000 *	4,000 *
Total Estimated Bond Costs of Issuance	$ 67,928	$ 67,928	$ 67,928
Underwriter's Discount (not-to-exceed, 1% of par allowance)	18,900 *	18,900 *	18,900 *
Total Estimated Bond Costs of Issuance Plus Underwriter's Discount	$ 86,828	$ 86,828	$ 86,828

	Bank RFP Sale	
	15 Years	20 Years
Principal and Interest Payments:		
Estimated Interest Rate [1]	6.000%	6.250%
Estimated Bond Amount	$ 1,840,000	$ 1,840,000
Deposited in Construction Fund	$ 1,804,082	$ 1,804,082
Estimated Bond Costs of Issuance	35,918	35,918
Total Interest	1,001,772	1,433,811
Total Principal + Interest Payments	$ 2,841,772	$ 3,273,811
Estimated Annual Principal + Interest Payment:	$ 189,451	$ 163,691
Estimated Bank RFP Bond Costs of Issuance:		
Bond Counsel - Miller Canfield	$ 18,000 *	$ 18,000 *
Municipal Advisor - Bendzinski & Co.	14,850	14,850
Michigan Treasury Fee (.02% of par, $1,000 max)	368	368
Wire Transfer Security Fee	750	750
MAC Fee	450	450
Printing & Publications	1,500 *	1,500 *
Total Estimated Bond Costs of Issuance	$ 35,918	$ 35,918

* Estimate
[1] Conservative market interest rate estimates as of September 30, 2026.

Administrator's Report

11-17-26

1. **Community Park Ballfields**
   As part of grant earlier this year with the County Parks Millage, the Parks Department will be completing restoration of all 4 infields this week. The new surfacing will be a great addition to next summer's programs.

2. **City Hall Holiday Closure**
   City Hall will be closed 11/26 & 11/27 in observance of the Thanksgiving holiday.