

AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING

Monday, June 15, 2015 - 7:00 p.m.
210 State Street, City Hall, Second Floor City Council Chambers, Charlevoix, Michigan

- I. **Invocation or Pledge of Allegiance**
- II. **Roll Call of Members Present**
- III. **Inquiry Regarding Possible Conflicts of Interest**
- IV. **Consent Agenda**
 - A. City Council Meeting Minutes - June 1, 2015 Regular Meeting PG 1-6
 - B. Accounts Payable Check Registers & Payroll Check Registers PG 7-19
- V. **Public Hearings**
- VI. **Reports**
- VII. **Requests, Petitions and Communications and Actions Thereon**
 - A. Request for Financial Assistance to Pay for Signage During the Closure of Bridge Street on Saturday PG 20-22
 - B. Request to Build Second Volleyball Court at Ferry Beach PG 23-29
 - C. Consideration of Weathervane Restaurant's Use of Pine River Lane PG 30-33
 - D. Request for Free Dockage at City Marina - Sea Scouts PG 34-35
 - E. Industrial Park Substation Maintenance Contract PG 36-37
 - F. Opt In/Out of PA 95 PG 38-39
 - G. Approval of Charlevoix Renewable Energy Biennial Plan Update PG 40-53
 - H. Discussion of City of Charlevoix Parking Meter Fines PG 54
 - I. Amend City of Charlevoix Ambulance Rates PG 55-57
 - J. Volunteer EMS/Fire Staffing PG 58-59
 - K. Consideration to Approve Asphalt Paving Agreement PG 60-68
 - K. Consideration to Apply for Charlevoix County Recreation Funds PG 69-71
 - 1. Lake to Lake Trail
 - 2. Lake Michigan Beach Playground
 - L. Board and Committees Appointment PG 72
- VIII. **Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**
- IX. **Resolutions**
 - A. Ambulance Rates PG 57
 - B. Consideration to Apply for Charlevoix County Recreation Funds
 - 1. Lake to Lake Trail PG 70
 - 2. Lake Michigan Beach Playground PG 71
- X. **Ordinances**
- XI. **Miscellaneous Business**
- XII. **Audience – Non-Agenda Input (written requests take precedent)**
- XIII. **Closed Session**
 - A. City Attorney Consultation - Section 15.268 (b), (h)
- XIV. **Adjourn**

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

Posted June 11, 2015 4:00 p.m.

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, June 1, 2015 – 7:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Gabe Campbell.

I. Pledge of Allegiance

II. Roll Call of Members Present

Mayor: Gabe Campbell
Interim City Manager: Mike Spencer
City Clerk: Joyce Golding
Members Present: Councilmembers Shane Cole, Shirley Gibson, Luther Kurtz, Leon Perron, Jeff Porter, Bill Supernaw
Absent: None

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – May 18, 2015 Regular Meeting Minutes
- B. Special Accounts Payable Check Register – May 21, 2015
- C. Regular Accounts Payable Check Register – June 2, 2015
- D. ACH Payments – May 18, 2015 – May 26, 2015
- E. Payroll Check Register – May 22, 2015
- F. Payroll Transmittal – May 22, 2015
- G. Certificates of Appreciation – Todd Wyett, Jim Jinsky, Keith Sherwood

Mayor Campbell presented certificates of appreciation to Todd Wyett for his service on the DDA, to Jim Jinsky for his service on the Housing Commission, and Keith Sherwood for his service on the Planning Commission.

V. Public Hearings

None.

VI. Reports

Interim City Manager Spencer stated that Airport Manager Myer was instrumental in working with the FAA in order to receive full grant funding for the airport.

VII. Requests, Petitions and Communications and Actions Thereon

A. MI Scientific Site Plan Review (Project #2015-03SP)

City Planner Spencer presented Project #2015-03SP, approval of a variance for Michigan Scientific Corporation. The applicant is proposing a 9,760 square foot building expansion at the rear of the 8500 Ance Road property in order to accommodate future production demands. This Charlevoix Industrial Park lot is zoned Industrial. After thorough review, the Planning Commission unanimously recommended approval with no conditions.

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

Motion by Councilmember Perron, second by Councilmember Gibson, to approve Project #2015-03SP–Michigan Scientific with no conditions.

Yeas: Perron, Gibson, Cole, Supernaw, Porter, Kurtz
Nays: None
Absent: None

B. Westenbroek Substation Repairs

Electric Superintendent Swern stated that several items were identified needing repair or maintenance during a recent inspection of the transformers and regulators at the Westenbroek Substation. GRP Engineering, Inc. solicited bids for the work required and Premier Power Maintenance, Indianapolis, was the low bidder. The substation maintenance work is within this year's budget and needs to be completed as soon as possible as the transformer is out of service at this time.

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

Motion by Councilmember Supernaw, second by Councilmember Cole, to award the bid for the transformer and regulator maintenance work to Premier Power Maintenance as outlined in their proposal for "City of Charlevoix Regulator Repairs" #150652 dated May 13, 2015 for a total of \$36,841.

Yeas: Perron, Gibson, Cole, Supernaw, Porter, Kurtz
Nays: None
Absent: None

C. Purchase Fork Lift

Electric Superintendent Swem indicated that the Electric Department would like to replace their aging fork lift. He found several used fork lifts on the internet that would meet the department's needs. The 2015/16 motor pool budget includes \$69,500 for this purchase.

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

Motion by Councilmember Gibson, second by Councilmember Cole, to approve the purchase of a 2007 Case 586G [fork lift] from Morrison Industrial Equipment for \$45,900.

Yeas: Perron, Gibson, Cole, Supernaw, Porter, Kurtz
Nays: None
Absent: None

D. Discussion Regarding Future Infrastructure Upgrades

At the direction of City Council, Staff gathered information regarding future infrastructure improvement projects and options for financing. DPW Superintendent Elliott estimated the cost to upgrade 12 water mains to be \$1,450,000 with asphalt replacement only where the street was disturbed during construction. If these same 12 projects included sanitary, storm, curb/gutter and drive surface, he estimated the cost to be \$6,000,000. These 12 projects are the worst areas of concern within the City and the estimates do not include burying utilities. In order to update the water, storm and sewer in the entire City, Superintendent Elliott roughly estimates the complete project to be \$20,000,000.

Superintendent Elliott stated that it was important to note that the comprehensive infrastructure replacement plan created by Performance Engineering needs to be updated as well as obtaining formal estimates for particular projects based on actual pipe size, depth of pipe, and any other specific requirements.

Superintendent Elliott anticipates continued issues with the water distribution system in its current aged stated. He does not recommend replacing all 4" pipe at this time, as some pipe is still serviceable.

Mayor Campbell recommended replacing both the water and sewer lines concurrently. Superintendent Elliott suggested hypothetically that six projects could be completed as soon as the Spring of 2016 and the remaining six could be completed in the Fall of 2016.

Treasurer McGinn explained what funds were available with the current levied roads and infrastructure millage. The current millage expires in 2024. She will continue her discussion with Miller Canfield with regards to potential funding options.

The general consensus of Council was to move forward with further investigation on the complete upgrade of the 12 critical areas recommended by Superintendent Elliott. Councilmember Gibson requested that underground electrical be added as a line item to the request for proposal as well. The electrical line item could be removed from the bid if funding was unavailable. Staff will map the 1,500 lineal feet affected as well as the remainder of the City, prioritize the 12 projects and work with Performance Engineering to create more accurate cost estimates, including realistic timelines for project completion.

E. Main Street Program Update

CEDD Doyle reviewed the Charlevoix Main Street Baseline Assessment and Visioning Process that took place May 13-15, 2015. She stated that approximately 135 people attended 19 meetings during the event. CEDD Doyle summarized basic goals created by the DDA/Main Street Board and subsequent action items created by the Design, Economic, Promotions, and Organization Teams.

Beginning in July, there will be regularly scheduled Team meetings each month in addition to the monthly DDA/Main Street Board meeting.

F. Discussion on DDA/Main Street Membership

Per the direction of Council, CEDD Doyle discussed expanding the number of DDA Board members at the DDA/Main Street meeting on May 27th. The DDA/Main Street Board proposed the following considerations and recommendations:

- Stagger new member seats to lessen the collective impact
- Increase in membership is not essential to the success of the Main Street Program or to current operations
- A larger board may present quorum challenges
- Candidates should be participants in the Main Street Program, be provided with a job description including time and participation commitments, and represent stakeholder groups/demographics not represented on the board

Councilmember Porter stated that a larger board would require more administrative time with the increase in work load. He

suggested that term limits could be implemented to allow for membership turnover. CEDD Doyle confirmed that adding term limits was suggested during the Main Street Assessment.

Mayor Campbell agreed with the DDA's considerations and recommendations as presented by CEDD Doyle. He feels that it is important to have young entrepreneurs on the DDA/Main Street Board. Interim City Manager Spencer stated that the City Code would need to be changed in order to accommodate additional members. Councilmember Gibson doesn't feel the DDA membership should be increased. She stated that if people want to participate, they can join one of the Main Street sub-committees. Councilmember Perron agreed with Councilmember Gibson.

CEDD Doyle stated that the DDA/Main Street Board is ready and able to move forward with the Main Street Program.

Councilmember Kurtz suggested expanding the Board by two members who served on the Main Street Steering Committee.

Jodi Bingham, 1st Ward business owner, feels that the Board membership should not be increased and supports term limits.

Interim City Manager Spencer feels that the membership should not be increased, but agrees that term limits should be implemented. He also feels that members of the Main Street Steering Committee should be participating on the DDA/Main Street Board.

CEDD Doyle suggested that term limits could be discussed further at the joint Council – DDA budget meeting. Council generally agreed to take a 'wait and see' attitude for the time being.

G. Consideration to Approve the Employment Agreement for City Manager – Mark Heydlauff

HR Assistant DeRosia stated that at a Special Council Meeting on May 12, 2015, the Charlevoix City Council agreed to offer the City Manager position to Mark Heydlauff contingent upon successful contract negotiations. Mayor Campbell and City Staff are recommending the approval of the Employment Agreement for the City Manager dated June 1, 2015.

Mayor Campbell stated that the benefit package offered to Mr. Heydlauff was very similar to what previous Charlevoix City Managers have received.

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

Motion by Councilmember Supernaw, second by Councilmember Cole, to approve the three-year City Manager Employment Agreement for Mark Heydlauff with an annual salary of \$84,000.

Yeas: Perron, Gibson, Cole, Supernaw, Porter, Kurtz
Nays: None
Absent: None

H. Renewal of AWOS Contract for the Airport

The renewal contract between the Charlevoix Municipal Airport and the Michigan Department of Transportation for the Automated Weather Observation System (AWOS) requires a resolution to be passed that specifically names the officials authorized to sign the contract.

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

Action by Resolution.

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

None.

IX. Resolutions

A. Renewal of AWOS Contract for the Airport

Motion by Councilmember Porter, second by Councilmember Gibson, to adopt Resolution 2015-06-01 Execution of MDOT Contract No. 2015-0265 Weather Observation System and Data Dissemination System, authorizing the Mayor and City Clerk to sign the renewal contract, as follows:

**CITY OF CHARLEVOIX
RESOLUTION NO. 2015-06-01**

EXECUTION OF MDOT CONTRACT NO. 2015-0265
WEATHER OBSERVATION SYSTEM AND DATA DISSEMINATION SYSTEM

WHEREAS, the Charlevoix Municipal Airport operates and maintains a Weather Observation and Data Dissemination System (SYSTEM); and

WHEREAS, the system is made up of three components (a) the Weather Briefing System, (b) Automated Weather Observation System (AWOS), and (c) a system to collect the AWOS data for national dissemination (Data Collection System); and

WHEREAS, the continued operation and maintenance of the Weather Observation and Data Dissemination System (SYSTEM) is required by the Federal Aviation Agency (FAA) and the Michigan Department of Transportation's Office of Aeronautics (MDOT) for aviation safety and efficiency.

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix City Council hereby authorizes Mayor Gabe Campbell and City Clerk Joyce Golding to execute the MDOT Contract No. 2015-0265 for the Weather Observation System and Data Dissemination System contract after review by the City Attorney.

RESOLVED this 1st day of June, A.D. 2015.

Resolution was adopted by the following yea and nay vote:

Yeas: Perron, Gibson, Cole, Supemaw, Porter, Kurtz
 Nays: None
 Absent: None

X. Ordinances
 None.

XI. Miscellaneous Business

Councilmember Porter look issue with \$15 parking tickets being handed out downtown. The cost of the ticket is bad for business. Ms. Bingham suggested that business owners could provide parking tokens or sponsor a courtesy meter during the holidays similar to the City of Petoskey. Interim City Manager Spencer will create an agenda item for the June 15th meeting for further discussion.

Councilmember Supemaw is not in favor of the native dune grass adjacent to the DNR building at Michigan Beach.

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

XIII. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn. There were no objections.
 Meeting adjourned at 9:01 p. m.

Joyce Golding City Clerk Gabe Campbell Mayor

Special Accounts Payable – 05/21/2015

AT&T MOBILITY	73.01	PREIN & NEWHOF	33,577.68
CHARLEVOIX STATE BANK	5,017.62	PRIORITY HEALTH	43,851.99
DELTA DENTAL	4,492.62	VERIZON WIRELESS	56.72
DEVERE CONSTRUCTION COMPANY	1,251,690.89	VISION SERVICE PLAN	538.62
GREAT LAKES ENERGY	207.16	WHITLEY'S FLOOR COVERING	3,797.88
METLIFE SMALL BUSINESS CENTER	727.44	TOTAL	1,343,831.63

Regular Accounts Payable – 06/02/2015

ABRAMOWSKI, DWAIN	25.00	BEAR EARTH HERBALS	14.00
AIRGAS USA LLC	172.58	BOB MATHERS FORD	331.45
ALL STAR PRO GOLF INC	182.79	BULBS.COM	181.78
ALL-PHASE ELECTRIC SUPPLY CO.	384.70	CENTRAL DRUG STORE	52.45
ALTEC INDUSTRIES INC	759.00	CHARLEVOIX CITY BAND	3,000.00
AMERICAN SAFETY UTILITY CORP	298.47	CINTAS CORPORATION	118.14
AMERICAN WASTE INC.	69.46	CINTAS CORPORATION #729	90.00
ANDY'S CLEANING SYSTEMS	397.00	COOK FAMILY FARMS	77.00
AVFUEL CORPORATION	17,919.34	DAMOUR, DAVID	14.00
BARUZZINI GENERAL CONTRACTORS	2,675.00	DCASSESSING SERVICES	4,371.08

DeROSIA, PATTY	41.00	MID STATES BOLT & SCREW CO	152.52
DITCH WITCH SALES OF MICHIGAN	207.74	MILLARD, CHARLES LAWRENCE	25.00
DOAN, GERARD	41.00	MILLIGAN, DES	400.00
DOYLE, ANNIE	41.00	MUNICIPAL UNDERWRITERS OF MICH	50.00
EJ USA INC.	5,907.22	MYER, ELIZABETH A.	305.07
ELLIOTT, PATRICK M.	41.00	NATIONAL HOSE TESTING SPECIALTIES	1,083.50
ELLSWORTH FARMER'S EXCHANGE	75.31	NORTH COAST FASTENERS LLC	211.00
EMERGENCY MEDICAL PRODUCTS INC	205.50	NORTHERN CREDIT BUREAU	381.37
ETNA SUPPLY	3,915.00	NORTHERN FIRE & SAFETY INC.	1,230.00
EVANS, HAL	41.00	NORTHERN MICHIGAN DUST CONTROL	912.00
FAMILY FARM & HOME	1,499.41	NORTHERN MICHIGAN TRUCK &	118.79
FASTENAL COMPANY	23.52	NORTHERN SAFETY CO INC	252.78
FUHRMAN, DANIEL	15.83	OLSON BZDOK & HOWARD	573.50
GELDERBLOM, PAUL	25.00	PARASTAR INC.	1,007.05
GERBER HOMEMADE SWEETS	21.00	PEARSALL, MICHAEL	600.00
GOLDING, JOYCE	41.00	PERFORMANCE ENGINEERS INC	19,902.75
GORDON FOOD SERVICE	66.26	PIGS EATIN' RIBS	8.00
GRAINGER	582.00	POLLARD WATER	74.79
GREAT LAKES ENERGY	750.00	POND HILL FARM LLC	53.00
GREAT LAKES PIPE & SUPPLY	623.37	POWER LINE SUPPLY	2,357.60
GREAT LAKES PIPE & SUPPLY	86.58	R & R FIRE TRUCK REPAIR INC.	2,261.68
GUNTZVILLER, RHONDA	80.00	REHMANN ROBSON & CO	10,000.00
HANKINS, SCOTT	41.00	RESIDEX LLC	840.50
HARBOR STEEL & SUPPLY CORP	236.30	RIETH-RILEY CONST CO INC	129.38
HEID, THOMAS J.	41.00	ROCKY TOP FARMS	6.00
HI-LINE	549.95	RS TECHNICAL SERVICES	126.67
HOLIDAY COMPANIES	6,451.45	SCHWAGER, EDWARD J.	41.00
INDEPENDENT DRAFTING SERVICES	1,856.00	SECURITY SANITATION INC.	380.00
INTELLIGENT PRODUCTS INC	1,591.99	SPARTAN DISTRIBUTORS INC	554.08
J & B MEDICAL SUPPLY INC.	181.24	SPENCER, MICHAEL	41.00
JOHNNY MAC'S SPORTING GOODS	241.99	STANDARD ELECTRIC CO	644.00
KENNEDY INDUSTRIES INC	6,920.00	STATE OF MICHIGAN	245.00
KIRINOVIC, THOMAS	41.00	STATE OF MICHIGAN	95.00
KLOOSTER, ALIDA K.	282.50	SWEM, DONALD L.	41.00
KSS ENTERPRISES	661.67	TEUNIS, STEVEN	41.00
LAKESHORE TIRE & AUTO SERVICE	21.85	UNITED STATES PLASTIC CORP.	78.48
LOTTIE'S BAGELS	42.00	UP NORTH PROPERTY SERVICES LLC	1,744.00
MCGINN, KELLY	41.00	WELLER, LINDA	41.00
MDC CONTRACTING LLC	6,720.00	WORK & PLAY SHOP	86.34
MEGGISON, LEE	46.36	WYMAN, MATTHEW A.	60.00
MEIER III, CHARLES A.	58.96	YP	204.00
MICHIGAN MUSHROOM MARKET LLC	256.00	TOTAL	119,104.09

ACH Payments – 05/18/2015 – 05/26/2015

MI PUBLIC POWER AGENCY	1,148.90	VANTAGEPOINT (401 ICMA PLAN)	13,503.92
IRS (PAYROLL TAX DEPOSIT)	35,769.67	MERS (DEFINED BENEFIT PLAN)	25,906.41
ALERUS FINANCIAL (HCSP)	370.00	MI PUBLIC POWER AGENCY	257,465.19
STATE OF MI (WITHHOLDING TAX)	5,210.66	TOTAL	349,374.75

PAYROLL: NET PAY

Pay Period Ending 05/16/2015 – Paid 05/22/2015

WELLER, LINDA JO	1,620.72	ORBAN, BARBARA K.	1,190.15
GOLDING, JOYCE M.	1,059.15	TRAEGER, JASON A.	1,140.39
DEROSIA, PATRICIA E.	880.34	WARNER, JANINE M.	851.52
DOYLE, ANNE E.	1,385.05	EVANS JR, HALBERT K.	1,442.49
LOY, EVELYN R.	1,017.73	BINGHAM, LARRY E.	265.55
KLOOSTER, ALIDA K.	1,447.08	VAN LOO, JORDAN C.	184.97
SPENCER, MICHAEL D.	2,076.83	GREYERBIEHL, KELLY M.	332.18
SPENCLEY, PATRICIA L.	1,739.21	SCHWARTZFISHER, JOSEPH L.	1,231.74
PANOFF, ZACHARY R.	626.91	ROLOFF, ROBERT P.	3,368.86
LEESE, MERRI C.	389.77	BRODIN, WILLIAM C.	1,652.24
MCGINN, KELLY A.	1,585.98	RILEY, DENISE M.	392.58
DOAN, GERARD P.	1,664.94	TEUNIS, STEVEN L.	1,681.68
SHRIFT, PETER R.	1,119.84	WURST, RANDALL W.	1,301.33
SCHLAPPI, JAMES L.	1,117.79	MAYER, SHELLEY L.	1,606.95
UMULIS, MATTHEW T.	1,293.77	HILLING, NICHOLAS A.	1,375.31
HANKINS, SCOTT A.	1,489.79	MEIER III, CHARLES A.	1,210.05

ZACHARIAS, STEVEN B.	1,245.97	DRAVES, MICHAEL J.	535.39
NISWANDER, JOSEPH F.	1,283.76	SCHRADER, LOU ANN	485.88
EATON, BRAD A.	1,812.87	SCHWAGER, EDWARD J.	861.37
WILSON, TIMOTHY J.	2,177.63	FUNKEY, KRAIG R.	90.04
LAVOIE, RICHARD L.	1,751.13	RILEY, TIMOTHY C.	13.21
STEVENS, BRANDON C.	2,156.28	RAMSEY, KYLE J.	3.21
DRAVES, MARTIN J.	1,547.85	RILEY, CASEY W.	236.17
BROWN, STEPHANIE C.	1,023.65	THORMAN, MIKAYLA R.	22.03
ELLIOTT, PATRICK M.	1,762.40	JONES, LARRY M.	1,206.41
WELLS JR., DONALD E.	1,412.79	LOPER II, GARY D.	509.65
BRADLEY, KELLY R.	1,753.41	WILLSON, BRENDA R.	432.57
WILSON, RICHARD J.	1,306.83	TRAVERS, MANUEL J.	472.22
HART II, DELBERT W.	846.94	RILEY, DANIEL A.	928.66
JONES, ROBERT F.	1,194.81	DROST, PATRICIA A.	162.75
DORAN, JUSTIN J.	1,319.88	COLT, JUDITH C.	162.75
MANKER JR, DAVID W.	493.95	FRANCIS, CATHERINE A.	80.00
MANKER SR, DAVID W.	679.32	HEDDLE, JULIA E.	135.00
NEUMANN, DANA L.	542.71	LALONDE, SANDRA L.	80.00
BECKER, MICHAEL S.	609.65	KLOOSTER, PATRICK H.	232.98
SHEPARD, ZACHARY N.	551.87	KLINGER, LUCAS D.	417.85
HAWKINS, JAMES S.	504.04	SWEM, DONALD L.	1,808.24
MCGHEE, ROBERT R.	1,038.32	WHITLEY, ANDREW T.	1,725.10
STANTS, JACOB W.	470.44	MORRISON, KEVIN P.	899.62
BLOOMER, GABRIELLE J.	472.56	HODGE, MICHAEL J.	1,270.61
KIRINOVIC, THOMAS F.	651.19	JOHNSON, STEVEN P.	999.94
FORRESTER, KATHERINE A.	544.88	BISHAW, JAMES H.	640.93
SROUFE, MARC E.	83.11	HERRIMAN, COBY M.	274.39
AMSTUTZ, LINDA J.	239.12	CURTIS, DENNIS E.	825.28
SROUFE, PAMELA B.	73.88	GILL, DAVID R.	1,125.74
DUTCHER, ROBERT G.	229.06	TODD, RICHARD D.	409.93
ROCKAFELLOW, SARAH C.	15.70	STEVENS, JEFFREY W.	646.60
HEID, THOMAS J.	1,252.44	ROLOFF, AUDREY M.	2,479.41
STEIN, DONNA E.	140.16	MATTER, DAWSON K.	1,466.42
BOOTHE, STEVEN A.	235.77	SCOTT JR., WINFIELD	26.42
GRUNCH, RONALD J.	259.60	BERGMANN, DOUGLAS M.	26.42
RYPSTRA III, BART	226.57	RUDOLPH, JOELLEN B.	155.00
DAVIS, RONALD L.	120.83	LEFT, LILLIAN M.	189.75
MACLEOD, SAMUEL R.	363.61	BUDAY, JOAN E.	162.75
DAKROUB, JOSEPH E.	14.98	STEPHAN, MARY ANN	40.00
MYER, ELIZABETH A.	1,622.72	CAMPBELL, KAREN L.	75.00
VANLOO, JOSEPH G.	814.23	LEWIS, LORNA MAE	95.00
WYMAN, MATTHEW A.	955.66	TOTAL	97,956.15

PAYROLL: TRANSMITTAL - 05/22/2015

4FRONT CREDIT UNION	218.46	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	145.20	COMMUNICATION WORKERS OF AMER	496.16
AMERICAN FAMILY LIFE	271.20	MI STATE DISBURSEMENT UNIT	502.40
CHARLEMONTED WAY	32.00	PRIORITY HEALTH	1,685.60
CHARLEVOIX STATE BANK	1,021.16	TOTAL	4,522.18

Check Number	Payee	Amount
05/29/2015		
113361	STATE OF MICHIGAN	50.00
Total 05/29/2015:		50.00
Grand Totals:		50.00

Summary of Check Registers & ACH Payments

FIRSTMERIT BANK - CHECKS ISSUED

05/29/15	Special Accounts Payable Run	\$ 50.00
06/04/15	Special Accounts Payable Run	\$ 700.00
06/05/15	Payroll	\$ 93,769.58
06/05/15	Payroll Transmittal Checks	\$ 4,865.18
06/16/15	Regular Accounts Payable	\$ 251,863.33
Checks Sub-Total:		\$ 351,248.09

FIRSTMERIT BANK - ACH PAYMENTS

06/01/15	MI Public Power Agency	\$ 4,727.62
06/04/15	Payment Service Network	\$ 222.90
06/05/15	IRS (Payroll Tax Deposit)	\$ 34,707.33
06/05/15	Alerus Financial (HCSP)	\$ 370.00
06/05/15	State of MI (Withholding Tax)	\$ 5,023.62
06/05/15	Vantagepoint (457 ICMA Plan)	\$ 13,617.91
06/08/15	MI Public Power Agency	\$ 4,179.29
06/09/15	State of MI (Sales Tax)	\$ 18,242.87
ACH Sub-Total:		\$ 81,091.54

First Merit Bank Total: \$ 432,339.63

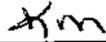
CHARLEVOIX STATE BANK - CHECKS ISSUED

<small>(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)</small>	
Tax Disbursement	\$ -
Charlevoix State Bank Total:	\$ -
Grand Total:	\$ 432,339.63

APPROVED:



INTERIM CITY MANAGER



CITY TREASURER



CITY CLERK

M = Manual Check, V = Void Check

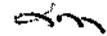
Check Number	Payee	Amount
06/04/2015		
113395	ARCHAMBAULT, JON	400.00
113396	KELLERVILLE	300.00
Total 06/04/2015:		700.00
Grand Totals:		700.00

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
05/30/2015	PC	06/05/2015	19399	WELLER, LINDA JO	101		1,620.71
05/30/2015	PC	06/05/2015	19400	GOLDING, JOYCE M.	106		1,059.15
05/30/2015	PC	06/05/2015	19401	DEROSIA, PATRICIA E.	107		938.33
05/30/2015	PC	06/05/2015	19402	DOYLE, ANNE E.	108		1,385.05
05/30/2015	PC	06/05/2015	19403	LOY, EVELYN R.	117		1,017.73
05/30/2015	PC	06/05/2015	19404	KLOOSTER, ALIDA K.	121		1,675.15
05/30/2015	PC	06/05/2015	19405	SPENCER, MICHAEL D.	132		2,457.72
05/30/2015	PC	06/05/2015	19406	SPENCLEY, PATRICIA L.	136		1,493.28
05/30/2015	PC	06/05/2015	19407	PANOFF, ZACHARY R.	141		626.91
05/30/2015	PC	06/05/2015	19408	MILLER, FAITH G.	142		15.05
05/30/2015	PC	06/05/2015	19409	LEESE, MERRI C.	145		257.63
05/30/2015	PC	06/05/2015	19410	MCGINN, KELLY A.	146		1,585.98
05/30/2015	PC	06/05/2015	19411	DOAN, GERARD P.	201		1,556.74
05/30/2015	PC	06/05/2015	19412	SHRIFT, PETER R.	203		1,178.16
05/30/2015	PC	06/05/2015	19413	SCHLAPPI, JAMES L.	204		1,175.95
05/30/2015	PC	06/05/2015	19414	UMULIS, MATTHEW T.	205		1,352.70
05/30/2015	PC	06/05/2015	19415	HANKINS, SCOTT A.	208		1,750.82
05/30/2015	PC	06/05/2015	19416	ORBAN, BARBARA K.	209		1,264.51
05/30/2015	PC	06/05/2015	19417	TRAEGER, JASON A.	210		1,184.40
05/30/2015	PC	06/05/2015	19418	WARNER, JANINE M.	213		1,079.61
05/30/2015	PC	06/05/2015	19419	EVANS JR, HALBERT K.	214		1,442.49
05/30/2015	PC	06/05/2015	19420	BINGHAM, LARRY E.	224		1,010.19
05/30/2015	PC	06/05/2015	19421	VANLOO, JORDAN C.	239		604.20
05/30/2015	PC	06/05/2015	19422	GREYERBIEHL, KELLY M.	260		304.06
05/30/2015	PC	06/05/2015	19423	SCHWARTZFISHER, JOS	303		1,474.83
05/30/2015	PC	06/05/2015	19424	ROLOFF, ROBERT P.	304		1,469.16
05/30/2015	PC	06/05/2015	19425	BRODIN, WILLIAM C.	305		1,326.64
05/30/2015	PC	06/05/2015	19426	RILEY, DENISE M.	306		386.64
05/30/2015	PC	06/05/2015	19427	TEUNIS, STEVEN L.	402		1,681.69
05/30/2015	PC	06/05/2015	19428	WURST, RANDALL W.	411		1,211.94
05/30/2015	PC	06/05/2015	19429	MAYER, SHELLEY L.	412		1,443.17
05/30/2015	PC	06/05/2015	19430	HILLING, NICHOLAS A.	413		1,190.98
05/30/2015	PC	06/05/2015	19431	MEIER III, CHARLES A.	421		1,906.93
05/30/2015	PC	06/05/2015	19432	ZACHARIAS, STEVEN B.	422		1,374.01
05/30/2015	PC	06/05/2015	19433	NISWANDER, JOSEPH F.	504		1,283.76
05/30/2015	PC	06/05/2015	19434	EATON, BRAD A.	515		1,700.81
05/30/2015	PC	06/05/2015	19435	WILSON, TIMOTHY J.	516		2,599.20
05/30/2015	PC	06/05/2015	19436	LAVOIE, RICHARD L.	519		1,748.48
05/30/2015	PC	06/05/2015	19437	STEVENS, BRANDON C.	521		1,738.78
05/30/2015	PC	06/05/2015	19438	DRAVES, MARTIN J.	523		1,797.37
05/30/2015	PC	06/05/2015	19439	BROWN, STEPHANIE C.	524		1,023.65
05/30/2015	PC	06/05/2015	19440	ELLIOTT, PATRICK M.	600		1,762.40
05/30/2015	PC	06/05/2015	19441	WELLS JR., DONALD E.	609		1,683.83
05/30/2015	PC	06/05/2015	19442	BRADLEY, KELLY R.	614		1,374.88
05/30/2015	PC	06/05/2015	19443	WILSON, RICHARD J.	615		1,089.32
05/30/2015	PC	06/05/2015	19444	HART II, DELBERT W.	616		714.01
05/30/2015	PC	06/05/2015	19445	JONES, ROBERT F.	618		1,259.39
05/30/2015	PC	06/05/2015	19446	DORAN, JUSTIN J.	621		1,521.27
05/30/2015	PC	06/05/2015	19447	MANKER JR, DAVID W.	638		423.59
05/30/2015	PC	06/05/2015	19448	MANKER SR, DAVID W.	639		653.30
05/30/2015	PC	06/05/2015	19449	NEUMANN, DANA L.	640		493.13
05/30/2015	PC	06/05/2015	19450	BECKER, MICHAEL S.	641		571.45
05/30/2015	PC	06/05/2015	19451	SHEPARD, ZACHARY N.	656		507.34
05/30/2015	PC	06/05/2015	19452	BUTLER, SEAN C.	660		597.91
05/30/2015	PC	06/05/2015	19453	HAWKINS, JAMES S.	662		375.75
05/30/2015	PC	06/05/2015	19454	MCGHEE, ROBERT R.	663		1,014.49
05/30/2015	PC	06/05/2015	19455	STANTS, JACOB W.	664		361.10

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
05/30/2015	PC	06/05/2015	19456	BLOOMER, GABRIELLE J.	665		503.72
05/30/2015	PC	06/05/2015	19457	KIRINOVIC, THOMAS F.	700		682.20
05/30/2015	PC	06/05/2015	19458	STEBE, LAURA A.	703		176.88
05/30/2015	PC	06/05/2015	19459	FORRESTER, KATHERIN	704		553.74
05/30/2015	PC	06/05/2015	19460	AMSTUTZ, LINDA J.	706		207.40
05/30/2015	PC	06/05/2015	19461	DUTCHER, ROBERT G.	710		255.48
05/30/2015	PC	06/05/2015	19462	HEID, THOMAS J	802		1,252.44
05/30/2015	PC	06/05/2015	19463	STEIN, DONNA E.	830		220.25
05/30/2015	PC	06/05/2015	19464	BOOTHE, STEVEN A.	832		293.87
05/30/2015	PC	06/05/2015	19465	GRUNCH, RONALD J.	844		285.28
05/30/2015	PC	06/05/2015	19466	RYPSTRA III, BART	852		289.44
05/30/2015	PC	06/05/2015	19467	DAVIS, RONALD L.	853		149.23
05/30/2015	PC	06/05/2015	19468	MACLEOD, SAMUEL R.	857		363.61
05/30/2015	PC	06/05/2015	19469	DAKROUB, JOSEPH E.	860		71.14
05/30/2015	PC	06/05/2015	19470	MASSON, DONALD J.	861		165.67
05/30/2015	PC	06/05/2015	19471	MYER, ELIZABETH A.	900		1,850.79
05/30/2015	PC	06/05/2015	19472	VANLOO, JOSEPH G.	902		752.02
05/30/2015	PC	06/05/2015	19473	WYMAN, MATTHEW A.	927		1,066.65
05/30/2015	PC	06/05/2015	19474	DRAVES, MICHAEL J.	928		391.04
05/30/2015	PC	06/05/2015	19475	SCHRADER, LOU ANN	929		459.67
05/30/2015	PC	06/05/2015	19476	SCHWAGER, EDWARD J.	930		729.44
05/30/2015	PC	06/05/2015	113362	LALEWICZ, AMELIA	131		46.17
05/30/2015	PC	06/05/2015	113363	SHRIFT, PETER R.	203	Defib License Stipend	158.75
05/30/2015	PC	06/05/2015	113364	SCHLAPPI, JAMES L.	204	FO I & II License Stipend	872.25
05/30/2015	PC	06/05/2015	113365	UMULIS, MATTHEW T.	205	Defib License Stipend	654.63
05/30/2015	PC	06/05/2015	113366	ORBAN, BARBARA K.	209	Defib License Stipend	632.71
05/30/2015	PC	06/05/2015	113367	TRAEGER, JASON A.	210	Defib License Stipend	158.75
05/30/2015	PC	06/05/2015	113368	KLOOSTER, PATRICK H.	216		382.94
05/30/2015	PC	06/05/2015	113369	LABELLE, DAVIS B.	234		241.63
05/30/2015	PC	06/05/2015	113370	KLINGER, LUCAS D.	235		580.41
05/30/2015	PC	06/05/2015	113371	SCHWARTZFISHER, JOS	303	FO I, II & III License Stipend	451.63
05/30/2015	PC	06/05/2015	113372	ROLOFF, ROBERT P.	304	FO I & II License Stipend	332.89
05/30/2015	PC	06/05/2015	113373	BRODIN, WILLIAM C.	305	FO I & II License Stipend	308.66
05/30/2015	PC	06/05/2015	113374	SWEM, DONALD L.	512		1,808.24
05/30/2015	PC	06/05/2015	113375	WHITLEY, ANDREW T.	522		1,527.21
05/30/2015	PC	06/05/2015	113376	MORRISON, KEVIN P.	601		1,289.94
05/30/2015	PC	06/05/2015	113377	HODGE, MICHAEL J.	606		1,270.62
05/30/2015	PC	06/05/2015	113378	JOHNSON, STEVEN P.	617		1,211.95
05/30/2015	PC	06/05/2015	113379	BISHAW, JAMES H.	633		544.03
05/30/2015	PC	06/05/2015	113380	HERRIMAN, COBY M.	654		478.39
05/30/2015	PC	06/05/2015	113381	HALL, CHASE D.	726		50.22
05/30/2015	PC	06/05/2015	113382	PETERS, MEGAN M.	738		16.73
05/30/2015	PC	06/05/2015	113383	CURTIS, DENNIS E.	831		879.97
05/30/2015	PC	06/05/2015	113384	GILL, DAVID R.	856		959.55
05/30/2015	PC	06/05/2015	113385	TODD, RICHARD D.	859		393.63
Grand Totals:			102				93,769.58

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Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
05/30/2015	06/05/2015	113386	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	218.46
05/30/2015	06/05/2015	113387	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	145.20
05/30/2015	06/05/2015	113387	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	271.20
05/30/2015	06/05/2015	113388	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 5/30/2	32.00
05/30/2015	06/05/2015	113389	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,021.16
05/30/2015	06/05/2015	113390	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
05/30/2015	06/05/2015	113391	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	496.16
05/30/2015	06/05/2015	113392	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	502.40
05/30/2015	06/05/2015	113393	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 5	343.00
05/30/2015	06/05/2015	113394	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,685.60
Grand Totals:		10				4,865.18



Check Number	Payee	Amount
06/16/2015		
113397	ACE HARDWARE	3,802.82
113398	ALL-PHASE ELECTRIC SUPPLY CO.	159.44
113399	AMERICAN TOTAL SECURITY INC	116.50
113400	AMERICAN WASTE INC.	2,113.20
113401	AMERIGAS - PETOSKEY	333.31
113402	AT&T LONG DISTANCE	50.12
113403	AUTO VALUE	873.09
113404	AVFUEL CORPORATION	44,364.15
113405	BEAVER RESEARCH COMPANY	160.61
113406	BLACK PEARL PLATINUM BRAND	29.00
113407	BLARNEY CASTLE OIL CO	1,661.26
113408	BOB MATHERS FORD	65.00
113409	BOYNE AREA MEDICAL CENTER	100.00
113410	BRADFORD'S	66.05
113411	CARQUEST OF CHARLEVOIX	1,235.22
113412	CCP INDUSTRIES INC	596.06
113413	CHARLEVOIX CONVENTION &	1,000.00
113414	CHARLEVOIX COURIER	59.00
113415	CHARLEVOIX TOWNSHIP	16.21
113416	CHARTER COMMUNICATIONS	999.20
113417	CINTAS CORPORATION	104.53
113418	CINTAS CORPORATION #729	90.00
113419	CITY OF CHARLEVOIX - UTILITIES	30,986.80
113420	COOK FAMILY FARMS	203.00
113421	CRE8TIVE CUPCAKE	300.00
113422	DELL MARKETING L P	1,116.50
113423	DITCH WITCH SALES OF MICHIGAN	101.34
113424	EJ USA INC.	2,214.14
113425	ELHORN ENGINEERING COMPANY	800.00
113426	EMERGENCY MEDICAL PRODUCTS I	168.45
113427	ETNA SUPPLY	1,909.14
113428	FAMILY FARM & HOME	357.46
113429	FARMER WHITE'S	47.00
113430	FREEDOM MAILING SERVICES INC.	2,273.73
113431	GILLESPIE, DAN	30.00
113432	GORDON FOOD SERVICE	33.74
113433	GRABOWSKI, JENNY	39.00
113434	GRIFFIN BEVERAGE CO	40.00
113435	GUNTZVILLER, RHONDA	50.00
113436	HACH COMPANY	1,092.18
113437	HARRELL'S	2,887.78
113438	HOGARTH'S PEST CONTROL INC.	225.00
113439	HYDE SERVICES LLC	218.88
113440	IDEXX DISTRIBUTION INC.	1,234.37
113441	J & B MEDICAL SUPPLY INC.	359.74
113442	JAMES, MAYA	13.18
113443	JOE'S PROFESSIONAL SERVICES LLC	135.00
113444	JTHOMAS PARTS	94.30

M = Manual Check, V = Void Check

Check Number	Payee	Amount
113445	KLOOSTER, VINCENZA	60.50
113446	KSS ENTERPRISES	264.08
113447	LAKESHORE TIRE & AUTO SERVICE	5.00
113448	LEESE, M. CHRIS	10.00
113449	LOTTIE'S BAGELS	109.00
113450	LOUIS A. HOFFMAN NURSERY INC	33,172.00
113451	MANAGEMENT AND BEHAVIOR	535.00
113452	MI GOLF COURSE SUPERINTENDENT	100.00
113453	MICHIGAN MUNICIPAL ELECTRIC	75.00
113454	MICHIGAN MUNICIPAL LEAGUE	1,702.00
113455	MICHIGAN OFFICEWAYS INC	1,585.08
113456	MICHIGAN POLICE EQUIPMENT	267.45
113457	MID STATES BOLT & SCREW CO	61.49
113458	MORRISON INDUSTRIAL	45,900.00
113459	NORTHERN LAKES	3,500.00
113460	NORTHERN MICHIGAN HARDWOODS	140.00
113461	NORTHERN MICHIGAN REVIEW INC.	688.82
113462	NORTHERN PUMP SERVICE INC.	3,313.22
113463	NORTHERN SAFETY CO INC	246.56
113464	NORTHWEST DESIGN GROUP	1,393.25
113465	NYE UNIFORM CO	201.68
113466	OLESON'S FOOD STORES	444.67
113467	OTEC	1,340.00
113468	PERFORMANCE ENGINEERS INC	13,488.75
113469	PIGS EATIN' RIBS	11.00
113470	POLLARD WATER	418.24
113471	POLLUTION CONTROL SERVICES INC	8,600.00
113472	POND HILL FARM LLC	116.00
113473	POWER LINE SUPPLY	9,957.50
113474	QUICK CARE MEDICAL CENTER	160.00
113475	QUILL CORP	139.97
113476	RAMEY, PAUL	20.00
113477	REVOLUTION BIKE LLC	382.28
113478	RIETH-RILEY CONST CO INC	1,577.79
113479	ROCKY TOP FARMS	39.00
113480	RUSSELL, RICHARD	75.00
113481	S&W HEALTHCARE CORPORATION	219.40
113482	SCHLAPPI, JOSEPH	100.00
113483	SEARS COMMERCIAL ONE	139.99
113484	SEELEY'S PRINTING SERVICE	1,585.93
113485	SHORELINE POWER SERVICES INC.	423.00
113486	SOUND ENVIRONMENTS	716.78
113487	SPARTAN DISTRIBUTORS INC	422.74
113488	SPAULDING MFG. INC.	48.10
113489	STATE OF MICHIGAN	84.29
113490	STATE OF MICHIGAN	190.00
113491	STRICKER'S OUTDOOR POWER EQUI	242.20
113492	SUTPHEN CORPORATION	1,400.00
113493	SWANK MOTION PICTURES	1,967.00

M = Manual Check, V = Void Check

Check Number	Payee	Amount
113494	SWEM, DONALD L.	250.35
113495	T & R ELECTRIC	5,074.00
113496	THAT FRENCH PLACE	180.00
113497	UP NORTH PROPERTY SERVICES LL	2,478.00
113498	USA BLUE BOOK	75.09
113499	VANLOO, JORDAN	47.65
113500	VILLAGE GRAPHICS INC.	125.15
113501	WAGNER, BRIAN	88.00
113502	WARD BROTHERS BOATS INC	150.30
113503	WILBERT BURIAL VAULT CO	191.12
113504	WILLCOME TREE SERVICE	385.00
113505	WORK & PLAY SHOP	228.41
113506	YOUNCE, RYAN	25.00
Total 06/16/2015:		<u>251,863.33</u>
Grand Totals:		<u><u>251,863.33</u></u>

Check Number	Payee	Amount
06/01/2015		
60115001	MICHIGAN PUBLIC POWER AGENCY	4,727.62
Total 06/01/2015:		4,727.62
Grand Totals:		4,727.62

Check Number	Payee	Amount
06/04/2015		
60415001	PAYMENT SERVICE NETWORK INC.	222.90
Total 06/04/2015:		222.90
Grand Totals:		222.90

Check Issue Date	Check Number	Payee	Amount
60515001			
06/05/2015	60515001	**EFTPS* Payroll Taxes	8,685.03
06/05/2015	60515001	**EFTPS* Payroll Taxes	8,685.03
06/05/2015	60515001	**EFTPS* Payroll Taxes	2,031.21
06/05/2015	60515001	**EFTPS* Payroll Taxes	2,031.21
06/05/2015	60515001	**EFTPS* Payroll Taxes	13,274.85
Total 60515001:			
	5		34,707.33
60515002			
06/05/2015	60515002	Alerus Financial	370.00
Total 60515002:			
	1		370.00
60515003			
06/05/2015	60515003	STATE OF MICHIGAN	5,023.62
Total 60515003:			
	1		5,023.62
60515004			
06/05/2015	60515004	Vantagepoint - 457 Plan 300959	5,568.58
06/05/2015	60515004	Vantagepoint - 457 Plan 300959	144.95
06/05/2015	60515004	Vantagepoint - 457 Plan 300959	1,783.18
06/05/2015	60515004	Vantagepoint - 457 Plan 300959	6,121.20
Total 60515004:			
	4		13,617.91
Grand Totals:			
	11		53,718.86

Check Number	Payee	Amount
06/08/2015		
60815001	MICHIGAN PUBLIC POWER AGENCY	4,179.29
Total 06/08/2015:		4,179.29
Grand Totals:		4,179.29

Check Number	Payee	Amount
06/09/2015		
60915001	STATE OF MICHIGAN	18,242.87
Total 06/09/2015:		18,242.87
Grand Totals:		18,242.87

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Request for financial assistance to pay for signage during the closure of Bridge Street on Saturday, July 25, 2015.

DATE: June 15, 2015

WRITTEN BY: Mike Spencer

PRESENTED BY: Dan Barron

ATTACHMENTS: Letter from Dan Barron
Community Promotion Budget FY 2006-2016

BACKGROUND INFORMATION:

As you are aware the closure of Bridge Street last year for the Saturday of Venetian Festival was very well received from a safety standpoint and for the enjoyment of the general public. The Venetian Festival Organization would like to close the highway again but for a longer period of time. The costs for the signage are substantial and Mr. Barron is seeking additional funding from the City of Charlevoix. Please see attached letter for additional details.

RECOMMENDATION:

Consideration to approve funds.

Linda Weller

From: Joan Miller [joanlm@barronengstrom.com]
Sent: Tuesday, June 09, 2015 3:22 PM
To: Linda Weller; Michael Spencer
Subject: Re: Bridge Street Closure

Mike,

I am writing as President on behalf of Charlevoix Venetian Festival, Inc., in furtherance of our recent discussions. As you know, the Venetian Board has been analyzing the prospect of once again effecting a closure of Bridge Street on Venetian Saturday (July, 25, 2015). We have received overwhelming public sentiment requesting that we again do so.

Last year's closure of Bridge Street on Venetian Saturday generated a level of enthusiasm, amongst locals as well as visitors, which we had not seen in several years. The quality of the East Park area, as an entertainment venue, was enhanced immensely. More importantly, there was a significant improvement in safety, particularly for pedestrians and children. We have also received reports from MDOT that the traffic detour actually improved the traffic flow through town.

The Venetian Board is in a bit of a quandary, however, as the expense for the rental signage alone is approximately \$6,000. In addition, we will need to spend thousands of dollars to provide on street entertainment within the downtown blocks of Bridge Street. We would thus request that the City Council increase its monetary contribution to the Festival from \$12,000 to \$15,000, an amount which had been provided in the past. This additional contribution will serve our community well, as it will facilitate the street closure and the attendant quality and safety of the Festival, as well as improved traffic flow.

I would thus ask that you transmit this request to the City Council and place this matter on the agenda for the forthcoming City Council meeting of June 15, 2015.

Please feel free to contact me with any questions or comments.

Dan Barron

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Dan Barron, President



Charlevoix Venetian Festival, Inc.  
309 Petoskey Ave., PO Box 120  
Charlevoix, MI 49720  
PH: 231-547-9950  
FAX: 231-547-2977

**CITY OF CHARLEVOIX  
COMMUNITY PROMOTION BUDGET  
January 12, 2008**

|                                  | 2006-2007<br>Budget | 2007-2008<br>Budget | 2007-2008<br>Est Actual | 2006-2009<br>Budget |
|----------------------------------|---------------------|---------------------|-------------------------|---------------------|
| Animal Control                   | 1,200               | 1,200               | 140                     | 1,200               |
| Chamber Commerce Contract        | 6,700               | 6,700               | 6,700                   | 6,700               |
| Venetian                         | 15,000              | 15,000              | 15,000                  | 15,000              |
| City Band                        | 4,600               | 4,700               | 4,700                   | 4,800               |
| Senior Citizens                  | 7,000               | 7,000               | 7,000                   | 7,000               |
| Internet Website                 | 5,500               | 2,000               | 1,655                   | 2,000               |
| B.A.S.E.S.                       | 3,000               | 3,000               | 3,000                   | 3,000               |
| Entrance/Golf/Ski Sign Refurbish | 3,200               | 3,200               | 208                     | 3,200               |
| Petunia Weeding                  | 15,000              | 15,000              | 14,587                  | 15,000              |
| Charter Promotions               | 1,200               | 1,200               | 1,200                   | 1,200               |
| Misc                             | 2,500               | 2,500               | 0                       | 2,000               |
|                                  | <b>64,900</b>       | <b>61,500</b>       | <b>54,190</b>           | <b>61,100</b>       |

**CITY OF CHARLEVOIX  
COMMUNITY PROMOTION BUDGET  
October 31, 2012**

|                              | 2009-2010<br>Actual | 2010-2011<br>Actual | 2011-2012<br>Actual | 2012-13<br>Budget | 2013-2014<br>Proposed | 2014-2015<br>Proposed | 2014-2015<br>Est Actual | 2015-2016<br>Proposed |
|------------------------------|---------------------|---------------------|---------------------|-------------------|-----------------------|-----------------------|-------------------------|-----------------------|
| Animal Control               | 1,000               | 0                   | 431                 | 500               | 2,000                 | 2,000                 | 1,200                   | 1,200                 |
| Chamber Commerce Contract    | 6,700               | 6,700               | 0                   | 6,700             | 6,700                 | 0                     | 0                       | 6,700                 |
| Venetian                     | 15,000              | 12,000              | 15,000              | 12,000            | 12,000                | 12,000                | 13,500                  | 12,000                |
| City Band                    | 4,800               | 4,800               | 4,800               | 4,000             | 4,000                 |                       |                         |                       |
| Senior Citizens              | 5,000               | 0                   | 0                   | 0                 | 0                     | 3,000                 | 3,000                   | 3,000                 |
| Internet Website             | 1,966               | 1,966               | 1,762               | 2,000             | 2,000                 | 2,700                 | 3,300                   | 3,400                 |
| B.A.S.E.S.                   | 3,000               | 3,000               | 0                   | 0                 | 0                     | 0                     | 0                       | 0                     |
| Entrance/Sign Refurbish      | 0                   | 0                   | 0                   | 3,200             | 6,500                 | 0                     | 0                       | 0                     |
| Children's Literature Walk   | 0                   | 0                   | 0                   | 1,200             | 0                     | 0                     | 0                       | 0                     |
| Leadership Chx County Grant  | 0                   | 0                   | 0                   | 0                 | 0                     | 0                     | 0                       | 0                     |
| Service Club Signs - Channel | 0                   | 0                   | 0                   | 7,000             | 0                     | 0                     | 0                       | 0                     |
| Petunia Weeding              | 16,000              | 0                   | 0                   | 0                 | 0                     | 0                     | 0                       | 0                     |
| Charter Promotions           | 1,200               | 1,200               | 0                   | 0                 | 0                     | 0                     | 0                       | 0                     |
| Pure Michigan                | 0                   | 0                   | 0                   | 0                 | 3,000                 | 0                     | 0                       | 2,500                 |
| Misc                         | 3,798               | 120                 | 1,670               | 1,800             | 1,100                 | 3,000                 | 3,000                   | 2,000                 |
|                              | <b>58,464</b>       | <b>29,786</b>       | <b>23,663</b>       | <b>38,400</b>     | <b>37,300</b>         | <b>6,700</b>          | <b>6,700</b>            | <b>1,000</b>          |
|                              |                     |                     |                     |                   |                       | <b>29,400</b>         | <b>30,700</b>           | <b>56,800</b>         |

**Venetian Community Promotion**

|           |                   |
|-----------|-------------------|
| 2006-2009 | \$15,000          |
| 2010      | \$12,000          |
| 2011      | \$15,000          |
| 2012-2013 | \$12,000          |
| 2014      | \$13,500          |
| 2015      | \$12,000 budgeted |

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Request to construct a beach volleyball court at Ferry Beach

**DATE:** June 15, 2015

**PRESENTED BY:** Mike Spencer

**ATTACHMENTS:** Email from John Winn  
Map of Ferry Beach with potential location  
Donation Acceptance Policy

**BACKGROUND INFORMATION:** The beach volleyball court at Ferry Beach is a highly utilized recreation asset. During the summer months, the City beaches have high levels of summer visitors and local residents. John Winn, Barney Way, and Kevin Moussaeu have graciously offered to donate another beach volleyball court to Ferry Beach. This new volleyball court would allow for more teams to participate, further reducing a team’s wait time for a volleyball court. During the Venetian Games, another beach volleyball court would allow for more teams to participate, while making the tournament more time efficient.

John Winn, Barney Way, and Kevin Moussaeu have agreed to donate the sand and equipment needed to complete the installation of the court, and Kevin Moussaeu and other volunteers will donate the labor needed to complete this project. At this time, the Recreation Department will not bear the expense of the project. Any future maintenance of the volleyball courts will be covered by the Recreation Department—these costs would be minimal. The Recreation Department believes in providing as many recreation opportunities as possible.

The Parks and Recreation Advisory Committee will be meeting on Wednesday evening to review this request and make a recommendation to Council. I will update Council on that decision at the meeting.

Further, I attached a copy of the donation acceptance policy that would have to be followed for this request to donate the labor and materials for the court.

**RECOMMENDATION:** The Recreation Department recommends that the City Council make a motion to approve the donation of a new beach volleyball court at Ferry Beach.

Motion: To accept the donation of a new volleyball court at Ferry Beach.

**Linda Weller**

---

**Subject:** Volleyball court Ferry Beach

> -----Original Message-----

>

> From: John Winn [<mailto:john@winndecks.com>]

> Sent: Thursday, June 04, 2015 3:01 PM

> To: Linda Weller

> Cc: Barron Dan; Way Barney And Kris; Faust Patrick

> Subject: Volleyball court Ferry Beach

>

>

>

> There is a real need for a second volleyball court at Ferry Beach. It takes way too long to have a tournament with only one court.

>

> We would like to add another in time for The Venetian Games. The equipment and labor will be donated by Kevin Mousseau and other volunteers. Barney Way is donating the sand.

>

> Our time frame is short, so we are asking for approval at the June 15th Council meeting.

>

> If approved we would only need approval as to the exact location, close to the existing one we would recommend.

>

>

> Thank you, John Winn

>

>



Ferry Beach Park Volley

# **City of Charlevoix Donation Acceptance Policy**

## **I. Introduction/Purpose**

The City truly appreciates the generosity of donors who wish to make Charlevoix a finer community for all. The residents of the City of Charlevoix have a proven track record in not only volunteering for many community initiatives and serving on various boards but also making generous donations. These efforts further enhance our quality of life and contribute to making “Charlevoix the Beautiful” a truly unique and special community. These invaluable efforts often make the difference between a good community and a great community. Examples of past donations include art work, vehicles, benches, trees and other items. The current list of donated amenities that have been partially or fully funded by the generosity of an individual, organization, or foundation is a long one. Charlevoix and its residents are very fortunate. With the increased presence of the Charlevoix County Community Foundation, future success may be promoted through collaboration with that organization, and City officials are therefore encouraged to maintain appropriate liaisons for such reasons.

The purpose of this policy is to establish guidelines, standards and procedures for the acceptance of gifts to the City, including the installation, long-term maintenance and operation of donated elements to the City which will enhance the quality of life. The City of Charlevoix (hereinafter the "City") desires to encourage donations while at the same time considering aesthetic impacts and on-going maintenance and operational costs.

Acceptance Guidelines and Standards established by this policy will apply to all donations made after the effective date of this policy.

## **II. Guidelines**

A. Gifts intended to either become incorporated into City parks as well as gifts of equipment, vehicles, boats or facilities intended to supplement those of the City often involve considerations of aesthetics, costs, and compatibility whose features shall be evaluated using the following criteria:

1. Aesthetics- The City and Community have an interest in ensuring the best appearance and aesthetic quality of public lands and facilities. Donations and their recognition shall reflect the character and be consistent with the intended surroundings.
2. Requirement of Maintenance/Repair- Since donated elements and their associated recognition become City property, the Community has an interest in ensuring that all elements remain in good repair. In addition, the Community has an interest in ensuring that the short and long-term repair costs are reasonable and that repair parts and materials be readily

available. So too, elements must be of a quality to insure a long life, be resistant to weather, wear and tear, and acts of vandalism.

3. Requirement of Consistency with Current and Future Use- i.e. does the proposed donation substantially interfere with the intended current or future use of the land or facility where it is being proposed to be located?
4. Uniqueness of the Proposed Gift and Its Ability to Attract Visitors to the Community
5. Whether the Proposed Gift Requires Relocation, Removal or Installation of Other Equipment or Infrastructure to Accommodate the Donation
6. Absence of Substantial Impact on Public Health and Safety and/or Welfare
7. Costs Associated with the Proposed Gift- The City also has an interest in knowing in advance the full cost which may be associated with a gift, namely those which may relate to purchase, installation, maintenance and operation during the gift's expected life cycle. In the ordinary course the amount of the gift should be sufficient to cover all such expenses.

- a. Neither purchase nor installation shall commence until the donor's gift has been completed and funds have been received by the City for such purposes.

- b. As to gifts requiring on-going operation and maintenance, amounts which are estimated to exceed \$5,000 on an annual basis, the gift shall include an endowment sufficient to defray them, i.e. 20x the estimated amounts.

- c. In rare and unusual circumstances where the City has determined that the value of the gift substantially exceeds the cost associated therewith, these requirements may be waived, but only after appropriate notice and public hearing.

8. Requirements for Memorial Plaques- To ensure uniformity of appearance and good taste, the language of such plaques shall also be approved by the City.

Donation acknowledgments and memorial plaques shall be made of bronze and be of the highest quality, life and durability. In cases where bronze plaques are not feasible, other alternative types may be considered.

9. Special Provisions Relating to City Parks- In cases of donations to City parks which may reasonably affect the park or its immediate surroundings,

the City Council shall hold a Public Hearing for such purpose to invite comment from the community with respect to impact on viewsheds, safety concerns, potential for noise generation, and compatibility with the aesthetic features of the park.

- B. Gifts made for programs, sponsorships, renovations, and projects of like nature may also benefit the City either directly or indirectly. However, in addition to considerations of timeliness, cost and suitability, there may also involve concerns related to the method of conveyance and adequacy of funding. The criteria outlined above (A. 1-9) shall then be applicable where appropriate. In general, categories of acceptable gifts are:

- ❖ Cash (and cash equivalents-checks, CDs, savings accounts)
- ❖ Marketable securities (publicly traded stocks, bonds, U.S. government securities)
- ❖ Tangible personal property
- ❖ Life insurance
- ❖ Real estate
- ❖ IRA rollovers
- ❖ Charitable Gift Annuities
- ❖ Charitable Remainder Trusts
- ❖ Charitable Annuity Trusts
- ❖ Charitable Lead Trusts
- ❖ Bequests

Council shall exercise caution as to gifts including conditions and carrying costs, and at all times shall ensure itself that the funds provided are sufficient to carry out the intention of the gift and that its purpose is a salutary one.

- C. These guidelines shall not be applicable to programs sponsored or approved by the City existing as of the date of this policy.

### **III. Installation**

If the gift, including donor acknowledgements/memorial plaques, requires any type of installation, the installation shall take place through a contract between the City and a licensed contractor. The contract shall be drafted by the City and the terms and conditions of the contract shall be approved by municipal legal counsel. In certain instances, a performance bond may be required, costs of which shall be borne by the donor and considered as an additional expense under II A. 7. The installation shall be completed by a licensed contractor. The licensed contractor will assume all responsibility for construction or placement of the gift and shall hold the City harmless for any damages to City property or buildings resulting from the construction or placement of the gift to the extent authorized by law (note: MCL 691.991 may be applicable). If installation involves City Staff, the City may require reimbursement for personnel and equipment costs associated with installation. The installation will be scheduled at a time and date as determined by City Staff so as not to unnecessarily interfere with routine maintenance

activities and in a manner that minimizes impacts to the Community. City Staff shall oversee the installation process to ensure compliance with the proposal.

#### **IV. Removal and/or Relocation**

The City reserves the right to restore, relocate, remove or relinquish donations. This decision shall be made based upon the best interests of the City. This section applies to both existing and new donations.

#### **V. Procedures for Making and Accepting Gifts**

The City Council shall have the full and final authority to approve or deny all gift proposals. To promote an efficient review process, though, as well as to prevent disappointed expectations, prior to preparing a written proposal the donor or donor's representatives shall contact the City Manager's Office to discuss a proposed gift. Such pre-application meeting shall assist both the prospective donor and the City in determining whether a gift will meet the criteria contained in this policy. City Staff or City Council may request additional information including but not limited to scaled drawings, artist's renditions or other documents to better illustrate the exact nature of the donation. The City may choose to consult with other agencies or organizations in the review process. The City Council may also send any proposal to the appropriate board or committee for review with subsequent recommendation to City Council.

If a gift appears to be in accordance with this policy, the donor or donor's representative will then submit a written proposal and meet with City Staff members to determine the specific nature of the donation, proposed location, and yearly maintenance and operational costs for review and processing. The written proposal, including a Staff report, will be sent to City Council for its decision.

Because promptness is likely to be important to both the prospective donor and the City, each party shall be considerate in this regard at each stage of its dealings with one another.

## CHARLEVOIX CITY COUNCIL

### AGENDA ITEM

**AGENDA ITEM TITLE:** Request from the Stafford Weathervane Restaurant to relocate handicapped parking spaces and remove one space for a ramp

**DATE:** June 15, 2015

**PRESENTED BY:** Mike Spencer

**ATTACHMENTS:** Letter and drawings from Cupps Masonry

#### **BACKGROUND INFORMATION:**

The Weathervane Restaurant would like to construct numerous improvements in front of their building on the north side including installing pavers, stone flower beds, a stone wall, adding benches, seating and a holding area for waiting patrons. (see attached letter and drawings) This would be on the existing sidewalk in front of the building, which is on their property. They also own about 10 feet out into the parking lot beyond the curb. They would also like to have two handicapped parking spaces on either side of the entryway to the building. Currently there is only one, which is the spot closest to US31. This would require them having to put in a concrete ramp that meets ADA requirements for slope, which could not be used for parking. This would require the removal of one spot. A portion of the parking area is on city property therefore Council would have to approve the removal of one parking space for the design to work. I will also be speaking to Scott Howard to determine if a license agreement would be required for this ramp. The City did approve a license agreement allowing the placement of a dumpster on City property but this is a different situation. I will have more information on that at the meeting.

#### **RECOMMENDATION:**

Motion to approve the redesign of the parking spaces on city property adjacent to the Weathervane Restaurant including the removal of one space for a handicap ramp.

**CUPPS MASONRY, INC**  
330 Franklin Dr.  
Harbor Springs, MI 49740

Ph 231 526 2782  
Fax 231 526 0665  
Cell 231 838 1922

Email... [cuppsmasonry@gmail.com](mailto:cuppsmasonry@gmail.com)

City of Charlevoix,

This letter is an overview of the Weathervane Project which Staffords would like your approval to move forward with. It entails complete removal of all concrete/pavers/stone planters from north side of building and have it re-done with a fresh look. We would also like to move the handi-cap parking space from the far east to the front of the East entry door. As shown on drawing, we would like to extend ADA ramp into parking area to accommodate a new access into the entry (only as far as needed to meet code). In doing so we would add another handi-cap space allowing for easier access to entry by all parties.

Area will get new lines run for lighting and irrigation, bike parking, customer seating.

New concrete curbs will be placed as well as regular and decorative walks.

You have a copy of drawings which show details on how we would like this to look and keep with the theme of the building.

We welcome any questions or comments you may have.

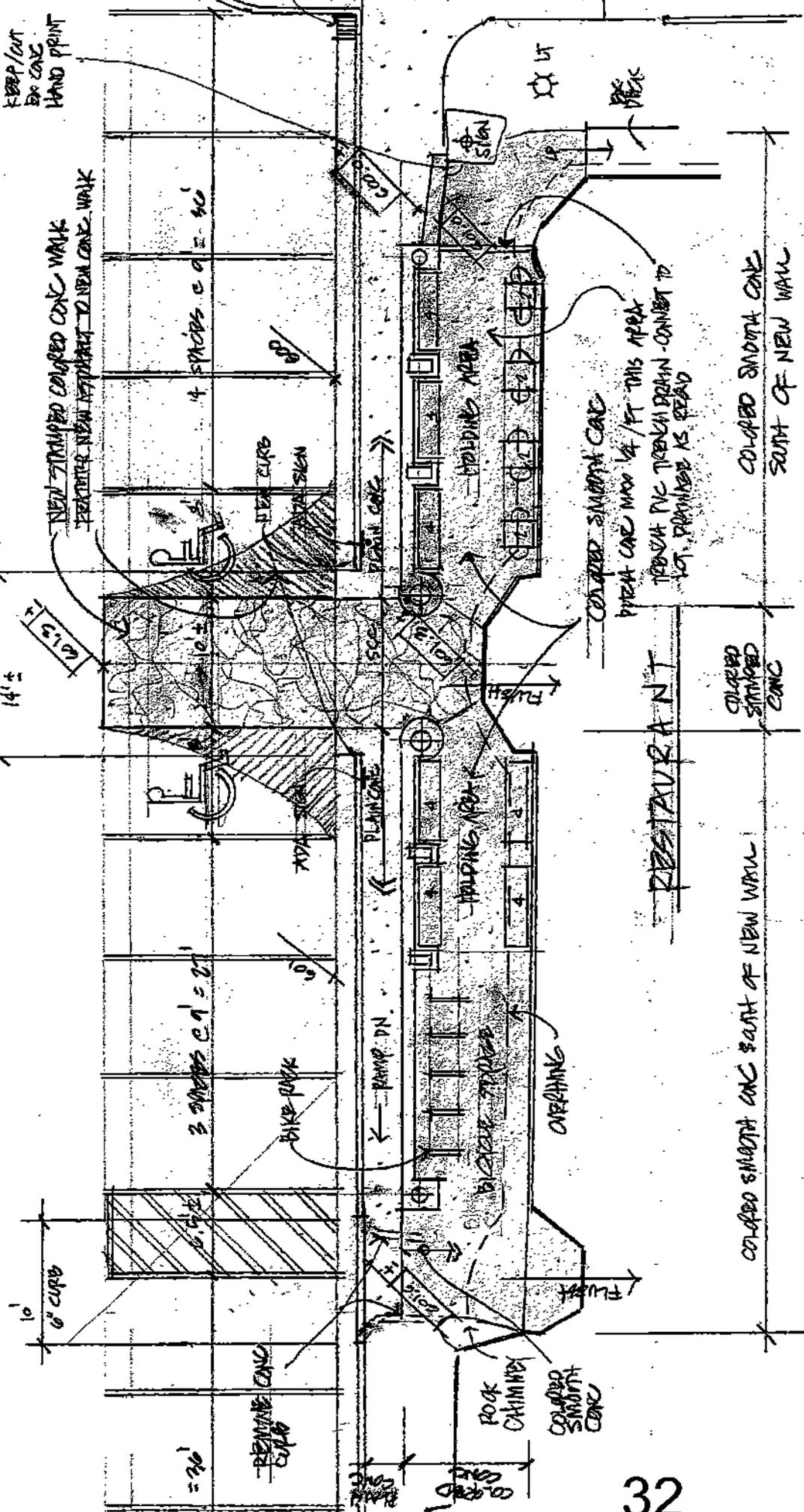
Sincerely,

John Cupps  
Owner

# PINE RIVER LANE

REMOVE 80 CURB & GUTTER

NEW ADA RAMP



10' 6" CURB

3 STRIPS @ 1' = 2"

BIKE PARKING

RAMP DN

BIKE PARKING

CREATING

RESTAURANT

COLORED STRIPED CONC

COLORED SMOOTH CONC SOUTH OF NEW WALL

COLORED SMOOTH CONC

PINE CONC MAX 1/4" FT THIS AREA THROUGH PINE TRENSH DRAIN - CONNECT TO LOT. PAVEMENT AS REQ'D

COLORED SMOOTH CONC SOUTH OF NEW WALL

KEEP/CUT BY CONC HAND PRINT

NEW STRIPED COLORED CONC WALK PERFORMER NEW PAVEMENT TO NEW CONC. WALK

4 STRIPS @ 1" = 1/4"

NEW CURB

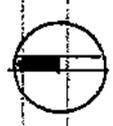
PLANK CONC

HOLDING AREA

HOLDING AREA

UT

PEAK



# SITE PLAN @ NORTH SIDE OF WEATHERVANE REST.

1" = 10'



**CHARLEVOIX CITY COUNCIL**

**AGENDA ITEM**

**AGENDA ITEM TITLE:** Discussion Regarding Sea Scout Ship 11 Use of Marina Slip

**DATE:** June 15, 2015

**PRESENTED BY:** John Young, Ship 11 Executive Officer, President of Kiwanis Club

**ATTACHMENTS:** Letter from John Young, Ship 11 Executive Officer,  
President of Kiwanis Club

**BACKGROUND INFORMATION:** John Young, representing local Sea Scout Ship 11, would like the City to consider waiving docking fees for the summer months for the 30-foot Santana 30. See Mr. Young's letter.

Harbormaster Hal Evans has been contacted and states that in the early part of the season there should be plenty of docking space for this vessel. There would also be sufficient docking space after Labor Day. The Sea Scouts program is consistent with Charlevoix's maritime values and has tremendous educational and character building benefits for Charlevoix youth. The City is highly supportive of the program.

The City's DNR grant documents state, *"The City shall request, not more than once annually, approval to vary from fee rates set by the DNR Waterways Commission."* If Council chooses to waive docking fees, City staff will send a written request to the Michigan Waterways Commission seeking their permission that the fees be waived.

**RECOMMENDATION:**

Staff recommends City Council make the following motion:

*"The City of Charlevoix approves free dockage for the Sea Scouts for the 2015 Boating Season when the marina is not full, contingent upon approval from the DNR Waterways Commission."*



BOY SCOUTS OF AMERICA  
PRESIDENT GERALD R. FORD COUNCIL

RECEIVED

JUN - 4 2015

CITY OF CHARLEVOIX

City of Charlevoix  
210 State St.  
Charlevoix, MI 49720

Dear City of Charlevoix,

Sea Scout Ship 11 of Charlevoix hereby requests the use of a slip at the city marina for the year 2015, at no charge, as long as an open slip is available. The slip would be used by our 30ft. sloop Korn on the Kob. Any questions can be referred to me at 231-547-2042 or Ship Skipper Scott Stebe at 231-675-5806. Communications can also be sent to the Chartered Organization, and owner of the boat, The Kiwanis Club of Charlevoix at P.O. Box 275, Charlevoix, MI 49720. Thank you for your consideration.

Sincerely,

John F. Young  
Ship 11 Executive Officer  
President, Kiwanis Club of Charlevoix

3213 Walker Ave., NW  
Grand Rapids, MI 49544  
616-785-2662  
[www.bsagrfc.org](http://www.bsagrfc.org)

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**CHARLEVOIX CITY COUNCIL**

**AGENDA ITEM**

**AGENDA ITEM TITLE:** Industrial Park Substation Maintenance Contract

**DATE:** June 15, 2015

**PRESENTED BY:** Don Swem

**ATTACHMENTS:** GRP Recommendation Letter

**BACKGROUND INFORMATION:**

Last fall we started an inspection and maintenance program at the Westenbroek Substation. At this time we would like to do the same on the north side of the City. The Industrial Park Substation has one 10 MVA Transformer, three Voltage Regulators, a Circuit Switcher, a gang operated switch, and three bypass switches that will be covered by this inspection/maintenance contract.

As before, this work requires that the transformer be de-energized, so the work will be scheduled for the off season after Labor Day. At that time all of the City load will be transferred to the Westenbroek substation until the work is done.

GRP Engineering wrote up a contract for the work, and sent out the bid package to five different qualified bidders. Bids were received back from 2 of the bidders.

|                             |              |
|-----------------------------|--------------|
| Newkirk Electric, Inc.      | No Bid       |
| Consumers Energy            | No Bid       |
| Siemens Field Service       | No Bid       |
| Premier Power Maintenance   | \$ 14,921.00 |
| Utility Instrument Services | \$ 15,531.00 |

The two bids were very close with Premier Power Maintenance being the low bidder. This is the same company that was approved at the last Council meeting to do repairs at the Westenbroek Substation. I have not had any feedback as to why we only got two bids, but comparing prices to our previous bids show that their bid is a reasonable price. The budget reserved for reclosers and controls will cover the cost of this work.

GRP has reviewed the bids and has recommended that the contract be awarded to Premier Power Maintenance. Attached is the recommendation letter.

**RECOMMENDATION:**

It is recommended that Council award the contract for "Industrial Substation Equipment Maintenance", Project No. 15-0750.01, to Premier Power Maintenance for a total price of \$14,921.00.

June 4, 2015  
15-0750.01

Mr. Don Swem  
Electric Department Supervisor  
City of Charlevoix  
401 W. Carpenter  
Charlevoix, MI 49720

**RE: Industrial Substation Maintenance Bid Recommendation**

Dear Mr. Swem:

GRP Engineering, Inc. has completed our evaluation of the repair quotes received for the Industrial Substation Equipment Maintenance project. Quotes were requested for the maintenance and inspection of one (1) 43:12.47kV 10MVA Pauwels substation power transformer, one (1) three-phase gang operated air-break switch, one (1) S&C Series 2000 circuit switcher, three (3) 500kVA Cooper VR-32 voltage regulators, and three (3) voltage regulator by-pass switches.

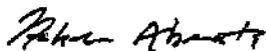
Five (5) contractors were solicited for bids and two (2) provided quotations with Premier Power Maintenance providing the lowest quote. Summary of the quote are provided below:

|                             |             |
|-----------------------------|-------------|
| Newkirk Electric, Inc.      | No Bid      |
| Consumers Energy            | No Bid      |
| Siemens Field Service       | No Bid      |
| Premier Power Maintenance   | \$14,921.00 |
| Utility Instrument Services | \$15,531.00 |

GRP Engineering, Inc. sees no reason that the City of Charlevoix should not award the contract to Premier Power Maintenance. Please note that the quotes are valid for 30 days from the date of proposal. Please advise us upon acceptance of the Premier Power Maintenance quote. Please contact me should you have any additional questions regarding this evaluation and recommendation.

Sincerely,

**GRP Engineering, Inc.**



Nicholas Abraitis  
Electrical Engineer/Project Manager

**CHARLEVOIX CITY COUNCIL**

**AGENDA ITEM**

**AGENDA ITEM TITLE:** Opt In/Out of PA 95

**DATE:** June 15, 2015

**PRESENTED BY:** Don Swern

**ATTACHMENTS:**

**BACKGROUND INFORMATION:**

Michigan's Public Act 95 was signed into law a couple of years ago to create the Low-Income Energy Assistance Fund (LIEAF) within the State Treasury. This fund provides money to low income households for heating assistance. The Act requires the City to either participate in the fund or to officially opt out of participation.

To participate the City would be required to collect a surcharge of a dollar or less (last year was \$0.97) from each retail billing meter (but no more than one residential meter per residential site) every month and send all of the money to the State for this fund. The money is supposed to be used back in this geographic area as much as possible. The total amount collected in a year would be roughly \$48,000.

The other choice is to opt out, which means the City would not collect any money and would not be a part of this fund. As a result, during the winter from November 1<sup>st</sup> to April 15<sup>th</sup>, our customers would not be eligible for emergency assistance with their utility bills from this fund, and at the same time the City would be prevented from shutting off any residential service for non-payment.

The City must make this choice whether to opt in or opt out every year at this time. For the last two years Charlevoix has opted out of this fund. One of the problems with opting in to the fund is the significant amount of work and expense it would take to code all of our customers' accounts for this surcharge, as only one surcharge can be assessed per residential site (so that people with separate garages or boat slips are not double-charged). This would have to be done manually by going through all of our accounts to code them so that they could be billed at separate rates. This would be an ongoing cost to administer.

On the other hand, because we opted out last year, our customers were unable to get the assistance that is usually available all winter until April. It has been promised that other assistance is available but I saw no other help materialize last year despite the promises.

Another item to note is that although it is impossible to predict how much money would be needed in such a fund next year, it is believed that \$48,000 is more than we would ever use to help electric customers in Charlevoix, and therefore our dollars will be subsidizing other utilities and other locations rather than helping our customers.

**RECOMMENDATION:**

City Staff would recommend that Council entertain a motion to opt out of this legislation again this year, saving our electric customers a dollar each month. This legislation allows the State to collect the cash and then decide how it gets distributed, with the cost going to each of our electric customers, with no guarantee that all of it would be used to help our customers.

## CHARLEVOIX CITY COUNCIL

### AGENDA ITEM

**AGENDA ITEM TITLE:** Approval of Charlevoix Renewable Energy Biennial Plan Update

**DATE:** June 15, 2015

**PRESENTED BY:** Don Swem

**ATTACHMENTS:** City of Charlevoix - Renewable Energy Plan – U-16601 – June, 2015

#### **BACKGROUND INFORMATION:**

In 2008, the State of Michigan implemented Public Act 295, The Clean, Renewable and Efficient Energy Act. Among other things this law requires the City to obtain at least 10% of its energy from renewable resources by the year 2015. In the years following 2008 Charlevoix investigated various options to be able to fulfill this requirement. It was decided that economically the best option would be to invest in landfill gas plants, which provides a nearly constant power output 24 hours a day, as opposed to wind or solar, which only supply power part of the time, and at the time were more expensive.

To date Charlevoix has bought rights to parts of several landfill gas plants downstate. These plants are both through Granger and through North American Natural Resources. In 2012 we obtained roughly 3% of our energy from these renewable landfill gas plants. For 2015 we are obtaining more than 10% of our energy from these plants, meeting the requirements of the Act. The cost of the program is part of the Power Cost Adjustment that is charged to every electric account. This is all spelled out in the Charlevoix Renewable Energy Plan. Every two years we update the plan in accordance with the law.

This Council Item tonight is to review the Updated Plan and to give the opportunity for the Public to Comment on the 2 year update of the Plan. The Plan is available on the City web site, virtually unchanged from two years ago. Any comments received are to be submitted to the MPSC.

#### **RECOMMENDATION:**

It is recommended that a motion be made to approve the Updated Renewable Energy Plan. All public comments are to be forwarded to the Michigan Public Service Commission.

**CITY OF CHARLEVOIX**

**RENEWABLE ENERGY PLAN  
U-16601**

**June, 2015**

- Based on this Renewable Energy Plan (REP) the City of Charlevoix (City) will have the required Renewable Energy Credits (RECs) for the REP time period of 2015-2029 thereby complying with PA 295.
- The primary source of RECs is participation in the Michigan Public Power Agency (MPPA) Granger and North American Natural Resources (NANR) Projects. These projects will utilize landfill gas for electric power generation from a variety of locations in Michigan and possibly in neighboring states.
- The City will have excess RECs to sell during various time periods throughout the REP planning period. Selling of RECs represents a source of income to the City which will reduce overall power supply costs. The cost per REC will be determined to a large extent by market forces in the Michigan REC market. This REP assumes the sale of some of the excess RECs keeping the balance in reserve.
- The City has chosen to use the Transfer Price method of calculating the incremental cost of compliance rather than the Cost of RECs method.
- The City will not exceed the renewable energy surcharge caps specified in PA 295.
- The City will comply with Section 45 of PA 295 which refers to methods of notification to customers, charges for costs associated with its REP.

| A  | B                          | C | D | K | L | M | N | O | P | Q | R | S | T |
|----|----------------------------|---|---|---|---|---|---|---|---|---|---|---|---|
|    |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 1  | CHARLEVOIX                 |   |   |   |   |   |   |   |   |   |   |   |   |
| 2  |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 3  | GRANGER                    |   |   |   |   |   |   |   |   |   |   |   |   |
| 4  |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 5  | CAPACITY FACTOR            |   |   |   |   |   |   |   |   |   |   |   |   |
| 6  | NET GENERATION             |   |   |   |   |   |   |   |   |   |   |   |   |
| 7  | CAPACITY                   |   |   |   |   |   |   |   |   |   |   |   |   |
| 8  |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 9  |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 10 | RENEWABLE ENERGY CREDITS   |   |   |   |   |   |   |   |   |   |   |   |   |
| 11 | BASE GENERATION            |   |   |   |   |   |   |   |   |   |   |   |   |
| 12 | ON-PEAK & WIND INCENT RECS |   |   |   |   |   |   |   |   |   |   |   |   |
| 13 |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 14 | TOTAL                      |   |   |   |   |   |   |   |   |   |   |   |   |
| 15 |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 16 |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 17 | GRANGER UNIT COST          |   |   |   |   |   |   |   |   |   |   |   |   |
| 18 | O & M                      |   |   |   |   |   |   |   |   |   |   |   |   |
| 19 | ADMIN                      |   |   |   |   |   |   |   |   |   |   |   |   |
| 20 | WDS CHARGES                |   |   |   |   |   |   |   |   |   |   |   |   |
| 21 | INCREMENTAL UNIT COST      |   |   |   |   |   |   |   |   |   |   |   |   |
| 22 | TOTAL INCREMENTAL COST     |   |   |   |   |   |   |   |   |   |   |   |   |
| 23 | WITH PILT                  |   |   |   |   |   |   |   |   |   |   |   |   |
| 24 |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 25 | INTERCONNECTION COSTS      |   |   |   |   |   |   |   |   |   |   |   |   |
| 26 | WITH PILT                  |   |   |   |   |   |   |   |   |   |   |   |   |
| 27 | GRANGER ENERGY COST        |   |   |   |   |   |   |   |   |   |   |   |   |
| 28 | GRANGER INTERCONN COST     |   |   |   |   |   |   |   |   |   |   |   |   |
| 29 | GRANGER TOTAL COST         |   |   |   |   |   |   |   |   |   |   |   |   |
| 30 |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 31 |                            |   |   |   |   |   |   |   |   |   |   |   |   |
| 32 | GRANGER TOTAL COST         |   |   |   |   |   |   |   |   |   |   |   |   |

|    | A                          | B      | C    | U            | V            | W            | X            | Y            |
|----|----------------------------|--------|------|--------------|--------------|--------------|--------------|--------------|
| 1  | CHARLEVOIX                 |        |      |              |              |              |              |              |
| 2  |                            |        |      |              |              |              |              |              |
| 3  |                            |        |      |              |              |              |              |              |
| 4  | GRANGER                    |        |      |              |              |              |              |              |
| 5  |                            |        |      |              |              |              |              |              |
| 6  | CAPACITY FACTOR            |        |      | 0.80         | 0.80         | 0.80         | 0.80         | 0.80         |
| 7  | NET GENERATION             | MWH    | ***  | 4,807        | 4,807        | 4,807        | 4,807        | 4,807        |
| 8  | CAPACITY                   | MW     | ***  | 0.610        | 0.610        | 0.610        | 0.610        | 0.610        |
| 9  |                            |        |      |              |              |              |              |              |
| 10 | RENEWABLE ENERGY CREDITS   |        |      |              |              |              |              |              |
| 11 | BASE GENERATION            | RECS   | ***  | 4,807        | 4,807        | 4,807        | 4,807        | 4,807        |
| 12 | ON-PEAK & MICH INCENT RECS | RECS   | ***  | 457          | 457          | 457          | 457          | 457          |
| 13 |                            |        |      |              |              |              |              |              |
| 14 | TOTAL                      | RECS   |      | 5,264        | 5,264        | 5,264        | 5,264        | 5,264        |
| 15 |                            |        |      |              |              |              |              |              |
| 16 |                            |        |      |              |              |              |              |              |
| 17 | GRANGER UNIT COST          | \$/MWH |      | \$ 114,2870  | \$ 119,80556 | \$ 122,60439 | \$ 126,97893 |              |
| 18 | O & M                      | \$/MWH |      | \$ 0         | \$ 0         | \$ 0         | \$ 0         |              |
| 19 | ADMIN                      | \$/MWH |      | \$ 0.79990   | \$ 0.81987   | \$ 0.83933   | \$ 0.86033   | \$ 0.88184   |
| 20 | WDS CHARGES                | \$/MWH |      | \$ 0         | \$ 0         | \$ 0         | \$ 0         |              |
| 21 | INCREMENTAL UNIT COST      | \$/REC |      | \$ 114,92769 | \$ 117,90089 | \$ 120,74691 | \$ 123,76466 | \$ 128,05967 |
| 22 | TOTAL INCREMENTAL COST     | \$     |      | \$ 562,484   | \$ 566,306   | \$ 580,464   | \$ 594,875   | \$ 609,850   |
| 23 | WITH PILT                  | \$     | 1.04 | \$ 574,984   | \$ 588,983   | \$ 603,692   | \$ 618,774   | \$ 634,244   |
| 24 |                            |        |      |              |              |              |              |              |
| 25 | INTERCONNECTION COSTS      | \$     | ***  | \$ 0         | \$ 0         | \$ 0         | \$ 0         | \$ 0         |
| 26 | WITH PILT                  | \$     | 1.04 | \$ 0         | \$ 0         | \$ 0         | \$ 0         | \$ 0         |
| 27 |                            |        |      |              |              |              |              |              |
| 28 | GRANGER ENERGY COST        | \$     |      | \$ 574,984   | \$ 588,983   | \$ 603,692   | \$ 618,774   | \$ 634,244   |
| 29 | GRANGER INTERCONN COST     | \$     |      | \$ 0         | \$ 0         | \$ 0         | \$ 0         | \$ 0         |
| 30 | GRANGER TOTAL COST         | \$     |      | \$ 574,984   | \$ 588,983   | \$ 603,692   | \$ 618,774   | \$ 634,244   |
| 31 |                            |        |      |              |              |              |              |              |
| 32 | GRANGER TOTAL COST         | \$/MWH |      | \$ 119,52    | \$ 122,51    | \$ 125,59    | \$ 128,72    | \$ 131,93    |



|    | A                             | B      | C | T          | U          | V          | W          | X          | Y          |
|----|-------------------------------|--------|---|------------|------------|------------|------------|------------|------------|
| 1  | CHARLEVOIX                    |        |   |            |            |            |            |            |            |
| 2  | OTHER LANDFILL - ALL SITES    |        |   |            |            |            |            |            |            |
| 3  |                               |        |   | 2024       | 2025       | 2026       | 2027       | 2028       | 2029       |
| 4  |                               |        |   |            |            |            |            |            |            |
| 5  | CAPACITY FACTOR               |        |   | 0.80       | 0.80       | 0.80       | 0.80       | 0.80       | 0.80       |
| 6  | NET GENERATION                | MWH    |   | 1,543      | 1,543      | 1,543      | 1,543      | 1,543      | 1,543      |
| 7  | CAPACITY                      | MW     |   | 0.325      | 0.325      | 0.325      | 0.325      | 0.325      | 0.325      |
| 8  |                               |        |   |            |            |            |            |            |            |
| 9  |                               |        |   |            |            |            |            |            |            |
| 10 | RENEWABLE ENERGY CREDITS      |        |   |            |            |            |            |            |            |
| 11 | BASE GENERATION               | RECS   |   | 1,543      | 1,543      | 1,543      | 1,543      | 1,543      | 1,543      |
| 12 | ON-PEAK & HIGH INCIDENT RECS  | RECS   |   | 147        | 147        | 147        | 147        | 147        | 147        |
| 13 | TOTAL                         | RECS   |   | 1,690      | 1,690      | 1,690      | 1,690      | 1,690      | 1,690      |
| 14 |                               |        |   |            |            |            |            |            |            |
| 15 |                               |        |   |            |            |            |            |            |            |
| 16 | OTHER LANDFILL UNIT COST      | \$/MWH |   | 97.41      | 99.65      | 102.34     | 104.80     | 107.52     | 110.21     |
| 17 | O & M                         | \$/MWH |   |            |            |            |            |            |            |
| 18 | ADMIN                         | \$/MWH |   | 0.68       | 0.70       | 0.72       | 0.73       | 0.75       | 0.77       |
| 19 | WIDS CHARGES                  | \$/MWH |   |            |            |            |            |            |            |
| 20 | INCREMENTAL UNIT COST         | \$/REC |   | 89.09      | 103.55     | 103.05     | 105.64     | 108.23     | 110.96     |
| 21 | TOTAL INCREMENTAL COST        | \$/REC |   | 151,314.25 | 155,087.11 | 158,974.59 | 162,948.90 | 167,022.62 | 171,188.19 |
| 22 | WITH FILT                     | \$/REC |   | 157,366.82 | 161,300.89 | 165,333.51 | 169,455.85 | 173,703.92 | 178,045.11 |
| 23 |                               |        |   |            |            |            |            |            |            |
| 24 | INTERCONNECTION COSTS         | \$/REC |   |            |            |            |            |            |            |
| 25 | WITH FILT                     | \$/REC |   |            |            |            |            |            |            |
| 26 |                               |        |   |            |            |            |            |            |            |
| 27 | OTHER LANDFILL ENERGY COST    | \$/REC |   | 157,887    | 161,301    | 165,954    | 169,467    | 173,704    | 178,046    |
| 28 | OTHER LANDFILL INTERCONN COST | \$/REC |   |            |            |            |            |            |            |
| 29 | OTHER LANDFILL TOTAL COST     | \$/REC |   | 157,887    | 161,301    | 165,954    | 169,467    | 173,704    | 178,046    |
| 30 |                               |        |   |            |            |            |            |            |            |
| 31 |                               |        |   |            |            |            |            |            |            |
| 32 | OTHER LANDFILL TOTAL COST     | \$/MWH |   | 102.02     | 104.57     | 107.18     | 109.88     | 112.61     | 115.42     |

**CHARLEVOIX**

Used for Compliance In...

|               |       |       |
|---------------|-------|-------|
| Baseline RECs | 2012  | 2014  |
|               | 1,328 | 2,394 |

LFG Entitlement: 4.07%

|      | Total Credits | Yearly Addition |       | Required | Current Surplus (Deficiency) |       | Year-End Surplus (Deficiency) |      | Expired or Sold |      |
|------|---------------|-----------------|-------|----------|------------------------------|-------|-------------------------------|------|-----------------|------|
|      |               | 2015            | 2016  |          | 2015                         | 2016  | 2015                          | 2016 | 2015            | 2016 |
| 2015 | 18,803        | 5,543           | 5,566 | 2015     | 5,566                        | 4,600 | 4,477                         | 2015 | 4,477           | 2015 |
| 2016 | 25,925        | 7,122           | 5,566 | 2016     | 5,566                        | 2016  | 5,566                         | 2016 | 5,566           | 2016 |
| 2017 | 32,919        | 6,994           | 5,965 | 2017     | 5,965                        | 2017  | 6,851                         | 2017 | 6,851           | 2017 |
| 2018 | 39,913        | 6,994           | 5,965 | 2018     | 5,965                        | 2018  | 7,689                         | 2018 | 7,689           | 2018 |
| 2019 | 46,859        | 6,946           | 5,966 | 2019     | 5,966                        | 2019  | 8,669                         | 2019 | 8,669           | 2019 |
| 2020 | 53,826        | 6,967           | 5,966 | 2020     | 5,966                        | 2020  | 9,670                         | 2020 | 9,670           | 2020 |
| 2021 | 60,772        | 6,946           | 5,965 | 2021     | 5,965                        | 2021  | 10,650                        | 2021 | 10,650          | 2021 |
| 2022 | 67,716        | 6,946           | 5,965 | 2022     | 5,965                        | 2022  | 11,610                        | 2022 | 11,610          | 2022 |
| 2023 | 74,664        | 6,946           | 5,966 | 2023     | 5,966                        | 2023  | 12,610                        | 2023 | 12,610          | 2023 |
| 2024 | 81,610        | 6,946           | 5,966 | 2024     | 5,966                        | 2024  | 13,550                        | 2024 | 13,550          | 2024 |
| 2025 | 88,556        | 6,945           | 5,866 | 2025     | 5,866                        | 2025  | 14,570                        | 2025 | 14,570          | 2025 |
| 2026 | 95,502        | 6,945           | 5,866 | 2026     | 5,866                        | 2026  | 15,550                        | 2026 | 15,550          | 2026 |
| 2027 | 102,448       | 6,946           | 5,866 | 2027     | 5,866                        | 2027  | 16,530                        | 2027 | 16,530          | 2027 |
| 2028 | 109,394       | 6,946           | 5,866 | 2028     | 5,866                        | 2028  | 17,510                        | 2028 | 17,510          | 2028 |
| 2029 | 116,340       | 6,946           | 5,866 | 2029     | 5,866                        | 2029  | 18,490                        | 2029 | 18,490          | 2029 |

|                  | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Total  |
|------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 2015             |        |        |        |        |        |        |        |        |        |        |        |        | 59,664 |
| 3-Year Avg Sales |        |        |        |        |        |        |        |        |        |        |        |        |        |
| Baseline RECs    |        |        |        |        |        |        |        |        |        |        |        |        | 5,566  |
| Desired RECs     |        |        |        |        |        |        |        |        |        |        |        |        | 563    |
| Brent Run #1     | 48     | 43     | 48     | 46     | 48     | 48     | 48     | 48     | 46     | 48     | 48     | 48     | 48     |
| Brent Run West   | 18     | 16     | 19     | 17     | 18     | 17     | 18     | 18     | 17     | 18     | 17     | 19     | 210    |
| Brent Run #3     | 95     | 86     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,119  |
| Brent Run #4     | -      | -      | -      | -      | -      | -      | -      | -      | -      | -      | -      | -      | -      |
| Grand Blanc      | 118    | 108    | 118    | 118    | 119    | 116    | 119    | 119    | 118    | 119    | 119    | 119    | 1,405  |
| Orchard Hill     | 104    | 97     | 104    | 101    | 104    | 101    | 104    | 104    | 101    | 104    | 101    | 104    | 1,229  |
| Venise Park      | 48     | 43     | 48     | 46     | 48     | 48     | 48     | 48     | 46     | 48     | 48     | 48     | 593    |
| Current Vintage  | 432    | 383    | 432    | 419    | 432    | 419    | 432    | 432    | 419    | 432    | 432    | 432    | 5,143  |
| Current Surplus  | 432    | 383    | 432    | 419    | 432    | 419    | 432    | 432    | 419    | 432    | 432    | 432    | 5,143  |

2016

3-Year Avg Sales

Baseline RECs



| 2020                    | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Total  |
|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Venice Park             | 143    | 129    | 143    | 139    | 143    | 143    | 143    | 143    | 139    | 146    | 138    | 143    | 1,886  |
| Other                   | 590    | 552    | 580    | 571    | 590    | 571    | 580    | 560    | 571    | 560    | 571    | 590    | 6,948  |
| <b>Current Vintage</b>  |        |        |        |        |        |        |        |        |        |        |        |        |        |
| <b>Baseline RECs</b>    |        |        |        |        |        |        |        |        |        |        |        |        |        |
| <b>3-Year Avg Sales</b> |        |        |        |        |        |        |        |        |        |        |        |        | 59,684 |
| <b>Required REC's</b>   |        |        |        |        |        |        |        |        |        |        |        |        | 5,906  |
| Brent Run #1            | 48     | 45     | 48     | 46     | 48     | 46     | 48     | 48     | 46     | 48     | 48     | 48     | 585    |
| Brent Run West          | 18     | 17     | 18     | 17     | 18     | 18     | 18     | 18     | 17     | 18     | 17     | 18     | 211    |
| Brent Run #3            | 95     | 89     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,122  |
| Brent Run #4            | 48     | 45     | 48     | 46     | 48     | 46     | 48     | 46     | 46     | 48     | 48     | 48     | 585    |
| Grand Blanc             | 143    | 124    | 143    | 139    | 143    | 139    | 143    | 143    | 139    | 143    | 139    | 143    | 1,691  |
| Orchard Hills           | 95     | 88     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,122  |
| Venice Park             | 143    | 129    | 143    | 139    | 143    | 139    | 143    | 143    | 139    | 143    | 139    | 143    | 1,691  |
| Other                   | 590    | 553    | 580    | 571    | 590    | 571    | 580    | 560    | 571    | 560    | 571    | 590    | 6,948  |

| 2021                    | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Total  |
|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Venice Park             | 143    | 129    | 143    | 139    | 143    | 143    | 143    | 143    | 139    | 143    | 143    | 143    | 1,685  |
| Other                   | 590    | 532    | 590    | 571    | 590    | 571    | 590    | 590    | 571    | 590    | 571    | 590    | 6,948  |
| <b>Current Vintage</b>  |        |        |        |        |        |        |        |        |        |        |        |        |        |
| <b>Baseline RECs</b>    |        |        |        |        |        |        |        |        |        |        |        |        |        |
| <b>3-Year Avg Sales</b> |        |        |        |        |        |        |        |        |        |        |        |        | 59,684 |
| <b>Required REC's</b>   |        |        |        |        |        |        |        |        |        |        |        |        | 5,906  |
| Brent Run #1            | 48     | 43     | 48     | 46     | 48     | 46     | 48     | 48     | 46     | 48     | 48     | 48     | 583    |
| Brent Run West          | 18     | 16     | 18     | 17     | 18     | 17     | 18     | 18     | 17     | 18     | 17     | 18     | 210    |
| Brent Run #3            | 95     | 86     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,119  |
| Brent Run #4            | 48     | 43     | 48     | 46     | 48     | 46     | 48     | 48     | 46     | 48     | 48     | 48     | 583    |
| Grand Blanc             | 143    | 129    | 143    | 139    | 143    | 139    | 143    | 143    | 139    | 143    | 139    | 143    | 1,685  |
| Orchard Hills           | 95     | 86     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,119  |
| Venice Park             | 143    | 129    | 143    | 139    | 143    | 139    | 143    | 143    | 139    | 143    | 139    | 143    | 1,685  |
| Other                   | 590    | 532    | 590    | 571    | 590    | 571    | 590    | 590    | 571    | 590    | 571    | 590    | 6,948  |

| 2022                    | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Total  |
|-------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Venice Park             | 143    | 129    | 143    | 138    | 143    | 143    | 143    | 143    | 139    | 143    | 139    | 143    | 1,685  |
| Other                   | 590    | 532    | 590    | 571    | 590    | 571    | 590    | 590    | 571    | 590    | 571    | 590    | 6,948  |
| <b>Current Vintage</b>  |        |        |        |        |        |        |        |        |        |        |        |        |        |
| <b>Baseline RECs</b>    |        |        |        |        |        |        |        |        |        |        |        |        |        |
| <b>3-Year Avg Sales</b> |        |        |        |        |        |        |        |        |        |        |        |        | 59,684 |
| <b>Required REC's</b>   |        |        |        |        |        |        |        |        |        |        |        |        | 5,906  |
| Brent Run #1            | 48     | 43     | 48     | 46     | 48     | 46     | 48     | 48     | 46     | 48     | 48     | 48     | 583    |
| Brent Run West          | 18     | 16     | 18     | 17     | 18     | 17     | 18     | 18     | 17     | 18     | 17     | 18     | 210    |
| Brent Run #3            | 95     | 86     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,119  |
| Brent Run #4            | 48     | 43     | 48     | 46     | 48     | 46     | 48     | 48     | 46     | 48     | 48     | 48     | 583    |
| Grand Blanc             | 143    | 129    | 143    | 139    | 143    | 139    | 143    | 143    | 139    | 143    | 139    | 143    | 1,685  |
| Orchard Hills           | 95     | 86     | 95     | 92     | 95     | 92     | 95     | 95     | 92     | 95     | 92     | 95     | 1,118  |
| Venice Park             | 143    | 129    | 143    | 138    | 143    | 143    | 143    | 140    | 139    | 143    | 139    | 143    | 1,685  |
| Other                   | 590    | 532    | 590    | 571    | 590    | 571    | 590    | 590    | 571    | 590    | 571    | 590    | 6,948  |

| 2023             |     | 59,664 |     |     |     |     |     |     |     |     |     |     |     |       |       |
|------------------|-----|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|-------|
| 3-Year Avg Sales |     | 5,966  |     |     |     |     |     |     |     |     |     |     |     |       |       |
| Baseline RECs    |     |        |     |     |     |     |     |     |     |     |     |     |     |       |       |
| Brent Run #1     | 48  | 43     | 48  | 46  | 48  | 48  | 48  | 46  | 48  | 48  | 48  | 48  | 48  | 48    | 583   |
| Brent Run West   | 18  | 16     | 17  | 17  | 18  | 17  | 18  | 17  | 18  | 17  | 18  | 17  | 18  | 17    | 210   |
| Brent Run #3     | 95  | 85     | 92  | 92  | 95  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95    | 1,119 |
| Brent Run #4     | 48  | 43     | 48  | 46  | 48  | 48  | 46  | 48  | 46  | 48  | 46  | 48  | 46  | 48    | 563   |
| Grand Blanc      | 143 | 129    | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 1,688 |       |
| Ochard Hills     | 95  | 86     | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 1,119 |       |
| Venice Park      | 143 | 129    | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 1,688 |       |
| Other            | 590 | 532    | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 6,948 |       |
| Current Vintage  | 590 | 532    | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 6,948 |       |

| 2024             |     | 59,664 |     |     |     |     |     |     |     |     |     |     |     |       |       |
|------------------|-----|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|-------|
| 3-Year Avg Sales |     | 5,966  |     |     |     |     |     |     |     |     |     |     |     |       |       |
| Baseline RECs    |     |        |     |     |     |     |     |     |     |     |     |     |     |       |       |
| Brent Run #1     | 48  | 43     | 48  | 46  | 48  | 48  | 48  | 46  | 48  | 48  | 48  | 48  | 48  | 48    | 583   |
| Brent Run West   | 18  | 16     | 17  | 17  | 18  | 17  | 18  | 17  | 18  | 17  | 18  | 17  | 18  | 17    | 210   |
| Brent Run #3     | 95  | 85     | 92  | 92  | 95  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95    | 1,119 |
| Brent Run #4     | 48  | 43     | 48  | 46  | 48  | 48  | 46  | 48  | 46  | 48  | 46  | 48  | 46  | 48    | 563   |
| Grand Blanc      | 143 | 129    | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 1,688 |       |
| Ochard Hills     | 95  | 86     | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 1,119 |       |
| Venice Park      | 143 | 129    | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 1,688 |       |
| Other            | 590 | 532    | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 6,948 |       |
| Current Vintage  | 590 | 532    | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 6,948 |       |

| 2025             |     | 59,664 |     |     |     |     |     |     |     |     |     |     |     |       |       |
|------------------|-----|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|-------|
| 3-Year Avg Sales |     | 5,966  |     |     |     |     |     |     |     |     |     |     |     |       |       |
| Baseline RECs    |     |        |     |     |     |     |     |     |     |     |     |     |     |       |       |
| Brent Run #1     | 48  | 43     | 48  | 46  | 48  | 48  | 48  | 46  | 48  | 48  | 48  | 48  | 48  | 48    | 583   |
| Brent Run West   | 18  | 16     | 17  | 17  | 18  | 17  | 18  | 17  | 18  | 17  | 18  | 17  | 18  | 17    | 210   |
| Brent Run #3     | 95  | 85     | 92  | 92  | 95  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95    | 1,119 |
| Brent Run #4     | 48  | 43     | 48  | 46  | 48  | 48  | 46  | 48  | 46  | 48  | 46  | 48  | 46  | 48    | 563   |
| Grand Blanc      | 143 | 129    | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 1,688 |       |
| Ochard Hills     | 95  | 86     | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 92  | 95  | 1,119 |       |
| Venice Park      | 143 | 129    | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 139 | 143 | 1,688 |       |
| Other            | 590 | 532    | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 6,948 |       |
| Current Vintage  | 590 | 532    | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 571 | 590 | 6,948 |       |

| 2026             |    | 59,664 |    |    |    |    |    |    |    |    |    |    |    |    |       |
|------------------|----|--------|----|----|----|----|----|----|----|----|----|----|----|----|-------|
| 3-Year Avg Sales |    | 5,966  |    |    |    |    |    |    |    |    |    |    |    |    |       |
| Baseline RECs    |    |        |    |    |    |    |    |    |    |    |    |    |    |    |       |
| Brent Run #1     | 48 | 43     | 48 | 46 | 48 | 48 | 48 | 46 | 48 | 48 | 48 | 48 | 48 | 48 | 583   |
| Brent Run West   | 18 | 16     | 17 | 17 | 18 | 17 | 18 | 17 | 18 | 17 | 18 | 17 | 18 | 17 | 210   |
| Brent Run #3     | 95 | 85     | 92 | 92 | 95 | 95 | 92 | 95 | 92 | 95 | 92 | 95 | 92 | 95 | 1,119 |





| RECS                                                                        | 601        | 602        | 603        | 604        | 605        | 606   | 607   | 608   | 609   | 610   | 611   | 612   | 613   | 614   | 615   | 616   | 617   | 618   | 619   | 620   |  |
|-----------------------------------------------------------------------------|------------|------------|------------|------------|------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--|
| RECS                                                                        | 5,840      | 7,122      | 7,004      | 7,004      | 7,004      | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 | 7,004 |  |
| FORCASTED TRANSPER PRICE PER MWH (SEE INCR COST-PRICE SHEET)                |            |            |            |            |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| GRANDER                                                                     | \$ 70.09   | \$ 70.40   | \$ 71.59   | \$ 70.66   | \$ 74.08   |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| OTHER LANDFILL                                                              | \$ 70.09   | \$ 70.40   | \$ 71.59   | \$ 70.66   | \$ 74.08   |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| OTHER                                                                       | \$ 70.09   | \$ 70.40   | \$ 71.59   | \$ 70.66   | \$ 74.08   |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| AMOUNT RECOVERED THROUGH PSCR (7PRICE X ENERGY) (SEE INCR COST-PRICE SHEET) |            |            |            |            |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| GRANDER                                                                     | \$ 283,291 | \$ 339,362 | \$ 346,079 | \$ 356,213 | \$ 390,128 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| OTHER LANDFILL                                                              | \$ 84,190  | \$ 108,640 | \$ 111,049 | \$ 132,979 | \$ 114,873 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| OTHER                                                                       | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| INCREMENTAL COST OF COMPLIANCE (SEE INCR COST-1)                            | \$ 123,015 | \$ 144,254 | \$ 146,656 | \$ 149,460 | \$ 184,161 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Additional Investment Above PA 287 Requirements                             | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Non-Volumetric Surcharge                                                    |            |            |            |            |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Rate for customer/Personal (Number)                                         | No         | 3,814      | 4,019      | 4,107      | 4,187      | 4,269 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Residential                                                                 | No         | 949        | 975        | 996        | 1,016      | 1,039 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Commercial                                                                  | No         | 0          | 0          | 0          | 0          | 0     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Industrial                                                                  | No         | 0          | 0          | 0          | 0          | 0     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Streetlights                                                                | No         | 0          | 0          | 0          | 0          | 0     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Unclassified                                                                | No         | 0          | 0          | 0          | 0          | 0     |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Total                                                                       | 4,071      | 5,003      | 5,112      | 5,211      | 5,295      |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Minimum Surcharge (all rate classes at caps)                                |            |            |            |            |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Residential                                                                 | \$ 143,889 | \$ 144,694 | \$ 147,666 | \$ 150,724 | \$ 153,928 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Commercial                                                                  | \$ 185,788 | \$ 182,690 | \$ 189,107 | \$ 201,963 | \$ 209,600 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Industrial                                                                  | \$ 19,660  | \$ 20,387  | \$ 20,844  | \$ 21,247  | \$ 21,624  |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Streetlights                                                                | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Unclassified                                                                | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Total                                                                       | \$ 349,337 | \$ 347,771 | \$ 357,617 | \$ 373,938 | \$ 386,152 |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Private Surcharge                                                           |            |            |            |            |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Residential                                                                 | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Commercial                                                                  | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Industrial                                                                  | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Streetlights                                                                | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Unclassified                                                                | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |
| Total                                                                       | \$ -       | \$ -       | \$ -       | \$ -       | \$ -       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |  |

**CHARLEVOIX**

**INCREMENTAL COST FOR NEW RECS**

|             | 2018    | 2019    | 2017    | 2016    | 2015    | 2020    | 2021    | 2022    | 2023    | 2024    | 2025    | 2026    | 2027    | 2028    | 2029    |
|-------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| 5.00% #REF! |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
| 14 #REF!    |         |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
| \$ 1.10     | \$ 1.13 | \$ 1.16 | \$ 1.18 | \$ 1.21 | \$ 1.24 | \$ 1.28 | \$ 1.31 | \$ 1.34 | \$ 1.37 | \$ 1.41 | \$ 1.44 | \$ 1.48 | \$ 1.52 | \$ 1.55 | \$ 1.58 |

|            | 2018       | 2019       | 2017       | 2016       | 2015       | 2020       | 2021       | 2022         | 2023         | 2024         | 2025         | 2026         | 2027         | 2028         | 2029         |
|------------|------------|------------|------------|------------|------------|------------|------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| \$ 377,718 | \$ 45,354  | \$ 471,886 | \$ 493,366 | \$ 507,867 | \$ 523,283 | \$ 540,665 | \$ 559,027 | \$ 578,370   | \$ 598,693   | \$ 619,994   | \$ 642,270   | \$ 665,520   | \$ 689,753   | \$ 714,970   | \$ 741,171   |
| \$ 4,031   | \$ 4,020   | \$ 4,007   | \$ 4,007   | \$ 4,007   | \$ 4,007   | \$ 4,007   | \$ 4,007   | \$ 4,007     | \$ 4,007     | \$ 4,007     | \$ 4,007     | \$ 4,007     | \$ 4,007     | \$ 4,007     | \$ 4,007     |
| \$ 70,000  | \$ 70,400  | \$ 71,900  | \$ 73,800  | \$ 76,100  | \$ 78,800  | \$ 81,900  | \$ 85,400  | \$ 89,300    | \$ 93,600    | \$ 98,300    | \$ 103,400   | \$ 108,900   | \$ 114,800   | \$ 121,100   | \$ 127,800   |
| \$ 283,251 | \$ 333,982 | \$ 446,979 | \$ 555,210 | \$ 625,160 | \$ 705,750 | \$ 797,336 | \$ 894,627 | \$ 1,000,000 | \$ 1,114,000 | \$ 1,236,000 | \$ 1,367,000 | \$ 1,507,000 | \$ 1,656,000 | \$ 1,814,000 | \$ 1,981,000 |
| \$ 54,084  | \$ 121,982 | \$ 125,917 | \$ 128,172 | \$ 130,344 | \$ 132,437 | \$ 134,551 | \$ 136,684 | \$ 138,836   | \$ 141,007   | \$ 143,196   | \$ 145,402   | \$ 147,625   | \$ 149,864   | \$ 152,118   | \$ 154,387   |

|           | 2018       | 2019       | 2017       | 2016       | 2015       | 2020       | 2021       | 2022       | 2023       | 2024       | 2025       | 2026       | 2027       | 2028       | 2029       |
|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| \$ 28,121 | \$ 120,158 | \$ 132,387 | \$ 135,697 | \$ 139,029 | \$ 142,387 | \$ 145,764 | \$ 149,161 | \$ 152,578 | \$ 156,015 | \$ 159,472 | \$ 162,949 | \$ 166,446 | \$ 169,963 | \$ 173,500 | \$ 177,057 |
| \$ 2,201  | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   | \$ 1,540   |
| \$ 70,000 | \$ 70,400  | \$ 71,900  | \$ 73,800  | \$ 76,100  | \$ 78,800  | \$ 81,900  | \$ 85,400  | \$ 89,300  | \$ 93,600  | \$ 98,300  | \$ 103,400 | \$ 108,900 | \$ 114,800 | \$ 121,100 | \$ 127,800 |
| \$ 84,163 | \$ 108,596 | \$ 117,048 | \$ 120,779 | \$ 124,766 | \$ 128,992 | \$ 133,463 | \$ 138,180 | \$ 143,143 | \$ 148,352 | \$ 153,806 | \$ 159,504 | \$ 165,446 | \$ 171,633 | \$ 178,066 | \$ 184,745 |
| \$ 15,931 | \$ 30,828  | \$ 21,359  | \$ 21,717  | \$ 22,482  | \$ 23,250  | \$ 24,021  | \$ 24,794  | \$ 25,569  | \$ 26,346  | \$ 27,125  | \$ 27,905  | \$ 28,686  | \$ 29,468  | \$ 30,251  | \$ 31,035  |

|           | 2018       | 2019       | 2017       | 2016       | 2015       | 2020       | 2021       | 2022       | 2023       | 2024       | 2025       | 2026       | 2027       | 2028       | 2029       |
|-----------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| \$ 20,000 | \$ 20,400  | \$ 21,800  | \$ 23,600  | \$ 25,800  | \$ 28,400  | \$ 31,300  | \$ 34,500  | \$ 38,000  | \$ 41,800  | \$ 45,900  | \$ 50,300  | \$ 55,000  | \$ 60,000  | \$ 65,300  | \$ 70,900  |
| \$ 84,163 | \$ 108,596 | \$ 117,048 | \$ 120,779 | \$ 124,766 | \$ 128,992 | \$ 133,463 | \$ 138,180 | \$ 143,143 | \$ 148,352 | \$ 153,806 | \$ 159,504 | \$ 165,446 | \$ 171,633 | \$ 178,066 | \$ 184,745 |
| \$ 15,931 | \$ 30,828  | \$ 21,359  | \$ 21,717  | \$ 22,482  | \$ 23,250  | \$ 24,021  | \$ 24,794  | \$ 25,569  | \$ 26,346  | \$ 27,125  | \$ 27,905  | \$ 28,686  | \$ 29,468  | \$ 30,251  | \$ 31,035  |

|              | 2018         | 2019         | 2017         | 2016         | 2015         | 2020         | 2021         | 2022         | 2023         | 2024         | 2025         | 2026         | 2027         | 2028         | 2029         |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| \$ 100,015   | \$ 162,254   | \$ 148,936   | \$ 148,600   | \$ 161,101   | \$ 180,490   | \$ 175,903   | \$ 164,880   | \$ 192,628   | \$ 204,179   | \$ 216,198   | \$ 228,637   | \$ 242,457   | \$ 256,637   | \$ 271,170   | \$ 287,150   |
| \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 |
| \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   | \$ 185,899   |

|              | 2018         | 2019         | 2017         | 2016         | 2015         | 2020         | 2021         | 2022         | 2023         | 2024         | 2025         | 2026         | 2027         | 2028         | 2029         |
|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      | \$ 0.12      |
| \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 | \$ 2,445,700 |
| \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 | \$ 2,194,729 |

FOOTNOTES:  
 (A) BASED ON LONG TERM MUNICIPAL DEBT RATE  
 (B) IMPACTED BY 2014 CLEAR ENERGY MARKET FORECAST  
 (C) FORECASTED TRANSFER PRICE ASSIGNED AT THE CONTRACT WAS \$0.62

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Discussion of City of Charlevoix Parking Meter Fines  
**DATE:** June 15, 2015  
**PRESENTED BY:** Chief Gerard Doan

**BACKGROUND INFORMATION:**

At the end of the 2014/2015 fiscal year, there were discussions at Staff Meeting on ways to increase the revenue in the General Fund. During these discussions, it was suggested that the parking fines be increased from \$10 to \$15 for the parking meter fine.

The past City Manager presented the suggested increase in parking fines to City Council at a budget session and the increase was approved.

As of May 30, 2015, the Parking Enforcement Officer has been issuing parking tickets with the increased rate. Since that time I have been received several complaints on the new fee schedule and Council has asked to discuss this issue.

At this time, I would like to open it up for discussion before a recommendation is made.

**RECOMMENDATION:**

No recommendation at this time.

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Amend City of Charlevoix Ambulance Rates

**DATE:** June 15, 2015

**PRESENTED BY:** Chief Gerard Doan

**ATTACHMENT:** Ambulance Rates  
Resolution for Ambulance Rate Increase

**BACKGROUND INFORMATION:**

The 2015/2016 budget for the Charlevoix City ambulance lists two separate fees. The fees are categorized as “resident” and “non-resident.” The fee schedule is attached showing the difference in rates.

In an effort to be “cost effective,” I have been consistently reviewing the budget to find ways in which to do so. The City of Charlevoix currently has two separate ambulance rates; a resident and non-resident rate. The resident rate applies to those persons who require our ambulance service and reside in our “service area.” The non-resident rate applies to those persons who live outside our “coverage area.”

When reviewing the neighboring ambulance services, it was noted that they have only one rate.

It is my recommendation to eliminate the “resident rate” and propose the “non-resident” rate for Basic Life Support and Advance Life support services.

**RECOMMENDATION:**

Motion to amend the 2015/2016 City of Charlevoix ambulance rates by eliminating the resident rate, thereby charging both City residents and non-residents the “non-resident rate.”

## **AMBULANCE RATES**

### **CHARLEVOIX**

|              |       |                  |       |
|--------------|-------|------------------|-------|
| ALS RESIDENT | \$500 | ALS NON-RESIDENT | \$600 |
| BLS RESIDENT | \$425 | BLS NON-RESIDENT | \$525 |

### **EAST JORDAN**

|              |       |
|--------------|-------|
| ALS          | \$600 |
| BLS          | \$410 |
| BLS TRANSFER | \$310 |

### **BOYNE CITY**

|     |       |
|-----|-------|
| ALS | \$650 |
| BLS | \$575 |

**CITY OF CHARLEVOIX**  
**RESOLUTION No. 2015-06-XX**  
**AN ORDINANCE TO AMEND CITY OF CHARLEVOIX AMBULANCE RATES**

**WHEREAS,** the City of Charlevoix Council approved the 2015/2016 budget for the ambulance service; and

**WHEREAS,** the City of Charlevoix ambulance service currently has separate rates for residents and non-residents; and

**WHEREAS,** the Volunteer Fire/EMS Staffing Review Committee recommends that the resident rate be increased to reflect the non-resident rate.

**NOW THEREFORE BE IT RESOLVED,** that the City of Charlevoix increase the resident rate to that of the non-resident rate for ambulance services.

RESOLVED this 15th day of June, 2015 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:  
Nays:  
Absent:

**CHARLEVOIX CITY COUNCIL**

**AGENDA ITEM**

**AGENDA ITEM TITLE:** Volunteer EMS/Fire Staffing  
**DATE:** June 15, 2015  
**PRESENTED BY:** Chief Gerard Doan  
**ATTACHMENTS:** None

**BACKGROUND INFORMATION:**

Since assuming the leadership position of the City's Fire and EMS department, I have been challenged with the recruitment and retention of our paid on-call fire and EMS volunteers. A pay increase for EMS personnel was adopted in March to retain those employees and the Volunteer Fire/EMS Review Committee was formed in April to discuss possible solutions.

The main challenge presented to this committee was to develop a plan to fund the EMS department. The department was below the norm for paying their employees and, due to the lower wage being paid, our volunteer staff was leaving to work for other EMS departments in our area. I presented the Committee with six different options to review and requested their input.

During the process, two of the three full time shift commanders resigned from their positions with the Charlevoix City Fire Department and sought employment elsewhere. This created an opportunity to restructure the Fire and EMS departments. The current structure is based on a full time Fire department and a volunteer EMS department. The restructuring of the department to a full time EMS and volunteer fire departments will allow the shift of monies to be available.

The Committee met on June 9, 2015 and discussed the current resignations, the restructuring of the Fire and EMS departments, and funding options. I presented the Committee with the following option:

Transition the full time Fire department towards a volunteer Fire department. Utilize those funds to pay for the on call EMS personnel. Hire an EMS Director to manage the department. Transition the police officers to be crossed trained in fire and EMS and transition into a Public Safety Department. Hire a part time fireman to work no more than 29 hours per week to maintain the fire equipment, the fire records, and general maintenance in city hall. Also increase the pay for the paid on call EMS personnel. A motion was made to accept this option and present it to the City Council at their next meeting on June 15, 2015.

**RECOMMENDATION:**

I would recommend Council to accept my option as recommended by the Volunteer EMS/Fire Staffing Committee which is:

- Transition the full time fire department towards a volunteer fire department. Utilize those funds to pay for the on call EMS personnel.
- Hire an EMS Director to manage the department. A new job description will be brought to Council in the near future.
- Transition the police officers to be crossed trained in fire and EMS and transition into a Public Safety Department.
- Hire a part time fireman to work no more than 29 hours per week to maintain the fire equipment, the fire records, and general maintenance in City Hall.
- Increase the pay for the paid on call EMS personnel at a rate of pay consistent with what other municipalities offer.

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Consideration to approve asphalt paving agreement

**DATE:** June 15, 2015

**PRESENTED BY:** Patrick Elliott

**ATTACHMENTS:** Three competitive bids from contractors

**BACKGROUND INFORMATION:** Due to all of the broken water mains that we have had this spring we need to re pave where the excavation and repairs have disturbed the road. We have approximately 8,598 square feet of asphalt to be laid. We received three bids for the work, see attachments, a fourth bidder was too busy to provide a proposal. As you can see Olstrom Excavating and Paving was the low bidder in the amount of \$25,794.00. We have not used Olstrom Excavating and Paving before to complete work like this, but other communities have and state that their work is acceptable.

The money for this work and all other work related to the extreme cold will be tracked and hopefully there will be some assistance in paying for the work through the State.

If awarded the bid for this work Olstrom Excavating and Topsoil plans to have most, if not all, of the paving completed by the fourth of July.

**RECOMMENDATION:** It is my recommendation that we accept the proposal from Olstrom Excavating and Paving in the amount of \$25,794 and have them commence the work.

**Linda Weller**

---

**From:** stacy olstrom [stacy-olstrom@hotmail.com]  
**Sent:** Tuesday, June 02, 2015 9:07 PM  
**To:** chxdpw@sbcglobal.net  
**Subject:** Estimate 2422 from Olstrom Excavating and Paving  
**Attachments:** Est\_2422\_from\_Olstrom\_Excavating\_and\_Paving\_5064.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Customer :

Please review the attached estimate. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,  
Stacy Olstrom  
Olstrom Excavating and Paving  
(231) 536-9757

Olstrom Excavating and Paving

# Estimate

00256 South Peninsula Road  
East Jordan, MI 49727

Date 6/2/2015

Estimate # 2422

231-536-9757

City Of Charlevoix  
Attn : Pat Elliott

JOB LOCATION CITY STREET PATCHES

| ITEM OF WORK                                                                                                                                                                                                                        | Qty   | Unit | DESCRIPTION        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------|--------------------|
| CITY STREET PATCHES                                                                                                                                                                                                                 |       |      |                    |
| SAW CUT , REMOVAL BIT ON EDGES & CUT GRAVEL DOWN                                                                                                                                                                                    | 8,598 | SFT  | 3.0" AVERAGE DEPTH |
| FINE GRADE & COMPACT                                                                                                                                                                                                                | 8,598 | SFT  |                    |
| BITUMINOUS PAVING                                                                                                                                                                                                                   | 8,598 | SFT  |                    |
| \$ 3.00 PER SFT PATCHING PRICE                                                                                                                                                                                                      |       |      |                    |
| PRICE INCLUDES:<br>1)Removals with the specifications above<br>2)Fine grading and compacting the existing aggregate base prior to paving.<br>3)Placing 3 inches of asphalt in two course construction.(average compacted thickness) |       |      |                    |

### NOTES

This price doesn't include any restoration of top soil.

**WE PROPOSE to furnish the materials and labor with the specifications above for the price of:**

ESTIMATED PRICE

**\$ 25,794.00**

**INVOICED AMOUNT DUE WITHIN 10 DAYS OF INVOICE DATE. LATE CHARGE OF 1.5% PER MONTH TO APPLY AFTER 20 DAYS FROM INVOICE DATE. THESE TERMS WILL APPLY TO ALL WORK-IN-PROGRESS BILLINGS.**

**ACCEPTANCE OF THIS PROPOSAL** The above prices, specifications and conditions are satisfactory and are accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

THIS ESTIMATE MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS. DUE TO FLUCTUATING OIL PRICES WE RESERVE THE RIGHT TO ADJUST PRICES DUE TO INCREASES IN MATERIAL COSTS

SIGNATURE \_\_\_\_\_

ESTIMATOR

SIGNATURE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE OF ACCEPTANCE \_\_\_\_\_

**Linda Weller**

---

**From:** Mike Ellwanger [mellwanger@rieth-riley.com]  
**Sent:** Friday, June 05, 2015 7:52 AM  
**To:** Pat Elliott  
**Subject:** FW: 2015 Patching  
**Attachments:** City of Charlevoix.pdf; Terms & Conditions2.pdf

Sent with Good ([www.good.com](http://www.good.com))

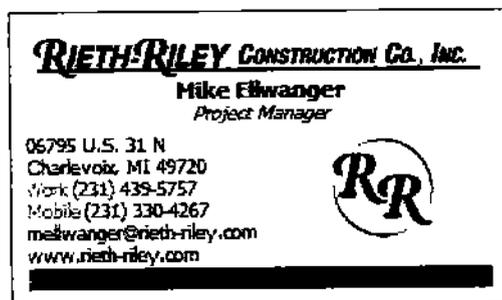
-----Original Message-----

**From:** Mike Ellwanger  
**Sent:** Thursday, June 04, 2015 01:14 PM Eastern Standard Time  
**To:** [pat@cityofcharlevoix.org](mailto:pat@cityofcharlevoix.org)  
**Subject:** 2015 Patching

Pat,

Patching quote is attached. If you have any questions, please give me a call. If we're successful on this, please let me know as soon as you can so I can work you into the schedule before the 4<sup>th</sup>.

Thanks.



This e-mail and any attachments thereto, are intended only for use by the addressee(s) named herein and may contain legally privileged and/or confidential information. If you are not the intended recipient of this e-mail (or the person responsible for delivering this document to the intended recipient), you are hereby notified that any dissemination, distribution, printing or copying of this e-mail, and any attachment thereto, is strictly prohibited. If you have received this e-mail in error, please respond to the individual sending the message, and permanently delete the original and any copy of any e-mail and printout thereof.



"100% Employee Owned"

# PROPOSAL

06795 U.S. 31 NORTH  
CHARLEVOIX, MI 49720  
[www.rieth-riley.com](http://www.rieth-riley.com)

OFFICE: (231) 439-5757 FAX: (231) 347-8862

|                         |                                              |                           |
|-------------------------|----------------------------------------------|---------------------------|
| <b>Submitted To:</b>    |                                              | <b>Date:</b> June 4, 2015 |
| City of Charlevoix      | <b>Job Name:</b> City of Chx 2015 Patch Work |                           |
| <b>Attn:</b> Pat Elliot | <b>Location:</b> Various                     |                           |
| 210 State St            | Charlevoix, MI 49720                         |                           |
| Charlevoix, MI 49720    |                                              |                           |

Rieth-Riley Construction Co., Inc ("Contractor") submits to Owner/ General Contractor ("Customer") this Proposal based on plans and specifications prepared by n/a and dated n/a and the following addenda, if any: n/a

**Included**

| <u>Yes/No</u> | <u>Item of Work</u> | <u>Quantity</u> | <u>Unit</u> | <u>Description of Items</u> |
|---------------|---------------------|-----------------|-------------|-----------------------------|
| Yes           | Mobilization        | 1               | Each        | Grading & Paving            |
| Yes           | Excavation          | 80              | Cyd         | Existing Gravel, 3" deep.   |
| Yes           | Bituminous Paving   | 8598            | Sft         | 3.0 Inch Two Lifts          |
| Yes           | Sawcutting asphalt  | 1               | LSUM        |                             |

**Notes:**

- Proposal is based on sawcutting, removing 3" of existing gravel, grading/compacting and paving/patching (22) locations in the City of Charlevoix.
- Asphalt to be placed in two lifts, averaging 3" total compacted thickness.
- Asphalt type to be HMA 4E1, Tier 1 w/PG 58-28 oil and 3% air voids.
- Does not include excavation >3", gravel, structure adjustment, curbing, pavement markings, incidental HMA or restoration.
- Unit pricing to apply for any authorized additional work.
- Pricing is based on completion prior to July 4th, if required.

**Total Bid Price: \$30,900.00**

**Unit pricing for additional work..... \$3.40/sft**

**THIS PROPOSAL SHALL REMAIN VALID ONLY FOR 15 DAYS FROM THE ABOVE PROPOSAL DATE.**

**THIS PROPOSAL INCLUDES ALL OF THE STANDARD TERMS & CONDITIONS SET FORTH ON THE REVERSE SIDE OF THIS DOCUMENT.**

Rieth Riley Construction Co., Inc.

By: Michael G. Ellwanger  
Mike Ellwanger, Project Manager  
[mellwanger@rieth-riley.com](mailto:mellwanger@rieth-riley.com)

### ACCEPTANCE OF PROPOSAL

I (we) have read the above Proposal, including the standard terms & conditions on the reverse side, and hereby accept this Proposal. You are hereby authorized to begin the work as proposed.

**City of Charlevoix**

By: \_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Date Signed)

\_\_\_\_\_  
(Printed Name & Title)

## STANDARD TERMS & CONDITIONS OF THIS PROPOSAL

The following terms and conditions are part of this Proposal:

1. ~~This Proposal's prices are based on the current average posted price for asphalt cement as listed in the "Asphalt Weekly Monitor" published by Potent & Partners, Inc. If this average posted price increases at the time Contractor commences~~  
performance of the work covered by this Proposal, we reserve the right to adjust the Proposal prices consistent with the increase in the price of the asphalt cement. *M.E.*
2. All material is warranted to be as specified. All work is to be completed according to this Proposal and in a workmanlike manner. Unless otherwise provided in this Proposal, Customer, at its expense, shall provide a properly compacted and stable subgrade or subbase (proof rolling or other testing satisfactory to Contractor) upon which any material is to be placed.
3. Other than as expressly provided for in this Proposal, Contractor makes no express or implied warranties, including warranties of merchantability or fitness for a particular purpose. Customer's sole remedy for breach of warranty is limited exclusively to removal and replacement of the defective work. Other than removal and replacement, Rieth-Riley has no other liability for any type of damage, whether incidental, consequential or otherwise.
4. Any express performance warranty provided in this Proposal shall be waived in the event Customer, either verbally or in writing, directs Contractor to place its paving materials over a subgrade or a subbase the condition of which Rieth-Riley has advised Customer is unacceptable.
5. Contractor will not be liable for delays caused by labor disturbances, weather conditions, acts of God, acts of governmental agencies, accidents, shortages of necessary materials and supplies, or any other cause beyond our control.
6. Any damage to or caused by appurtenances, including but not limited to stumps, buried concrete slabs or footing, septic tanks, sprinkler systems or utilities not specifically described on the plans or accurately marked on the jobsite so as to make us aware of their exact location and depth, will be the Customer's responsibility; and any extra work involved will become an extra charge over the quoted price.
7. Extra work not included in this Proposal will be performed at the direction of the Customer or his authorized representative. Customer shall promptly issue an appropriate written change order to cover the authorized work.
8. Sales tax is included in this Proposal. Customer is required to provide a valid sales tax exemption certificate if no sales tax is to be included.  
provided on the reverse side.
9. Contractor will not proceed with the work as specified in this Proposal until satisfied of the Customer's ability and intent to pay according to the terms outlined herein.
10. Payment is due upon customer's receipt of invoices issued, unless stated otherwise, whether progress or final, for work completed to date. If prompt payment is not received, Contractor will suspend work in progress.
11. Nothing herein contained shall be construed as a waiver or modification of Contractors statutory lien rights, which lien rights Contractor will exercise if payment by Customer is not promptly made.
12. A service charge of 1½% per month, which is an annual percentage rate of 18% per annum, will be made on all account balances not paid as provided for herein, together with costs of collection and reasonable attorney fees and expenses.
13. Customer represents and warrants that there are no hazardous substances or hazardous wastes located on or within the jobsite. Customer agrees to defend, indemnify, and hold harmless Contractor, its officers and employees from any type of loss and/or liability, including reasonable attorney fees and expenses, arising from a breach of this representation or warranty or Customer's violation of environmental law, regulation or policy.
14. The following sentence only applies if the parties intend that their contractual relationship will be governed by a written contract other than this Proposal. This Proposal is submitted subject to entering into a written contract, the terms and conditions of which are acceptable to both parties.

\*LICENSE NO. 2106176414 A residential builder or a residential maintenance and alteration contractor is required to be licensed under Article 24 of the occupational code, 1980 PA 299, MCL 339.2401 to 339.2412. An electrician is required to be licensed under the electrical administrative act, 1956 PA 217, MCL 338.881 to MCL 338.3511 to 338.3569. A mechanical contractor is required to be licensed under the Forbes mechanical contractor act, 1984 PA 192, MCL 338.971 to 338.988.

**Linda Weller**

---

**From:** Steve Crane [scrane@teamelmers.com]  
**Sent:** Thursday, June 04, 2015 7:36 PM  
**To:** Pat Elliott  
**Subject:** Patch Quote  
**Attachments:** Charlevoix HMA Patches.pdf

Mr. Elliot,  
Thank you for the opportunity to quote this fabulous project for the City of Charlevoix. Please call with any questions.

Steve Crane  
Team Elmer's  
Esphalt • Excavating • Concrete • Cranes  
2 Pennsylvania Plaza • Petoskey, MI 49770  
(231) 758-3415 • [scrane@teamelmers.com](mailto:scrane@teamelmers.com)  
Fax: (231) 758-3417  
Cell: (989) 350-8650

*What else can I do for you today?*  
[www.TeamElmers.com](http://www.TeamElmers.com)

**PROPOSAL**



**Esphalt • Excavation • Concrete • Cranes**

P.O. Box 6150 Traverse City, MI 49696-6150  
1.800.3ELMERS • 231.943.3443 • 231.943.8975 Fax  
www.TeamElmers.com

Proposal submitted to:

City of Charlevoix  
Public Works Dept.  
Attn: Pat Elliott

Date: June 4, 2015

We hereby submit specifications and estimates for:

Hand Patching @ Water Main Repairs.

Based on 8,598 SFT @ \$4.50/SFT = \$38,691.00

- Includes:
- Removal of HMA
  - Saw Cutting Edges
  - HMA Paving 3"
  - Complete Prior to July 4th

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance. The General Conditions attached hereto or appearing on the back side of this Proposal are hereby incorporated by reference.



Authorized Signature \_\_\_\_\_

Name: Steve Crane

Note: This proposal may be withdrawn by us if not accepted within 15 days.

**Method of Payment**

- Check/cash upon invoicing
- Charge by VISA/MC upon completion of work

Account # \_\_\_\_\_ Exp Date \_\_\_\_\_

Tax ID # \_\_\_\_\_

Elmer's reserves the right to request a credit report with this proposal.

Authorized Signature \_\_\_\_\_

**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_ (Sign and return copy upon acceptance)

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

A finance charge of 1.5% per month, which is an annual percentage rate of 18% per year, or a minimum charge of \$.50 per month, shall be applied to all accounts over 30 days past due.

**When reviewing estimates and selecting a contractor:**

- Always get multiple bids for a project. The lowest bid is not necessarily the best choice. Try to get an understanding of why one bid is significantly lower or higher than others; the reasons might change your decision.
- Get recent references from the contractors you are considering.
- Make sure the contractor has the appropriate business and builder licenses, as well as insurance.
- All project specifications and payment terms should be written in the contract.
- The best contractors provide a written warranty or guarantee.

**Fully Bonded & Insured - Daily quality control checks for all products**

## GENERAL CONDITIONS

### No Oral Agreements:

It is expressly understood that all the items, agreements and conditions relating to this contract are only those expressed in writing herein, and that there are no oral representations, undertakings, terms, agreements or conditions of any kind other than those set forth in this Proposal. No modifications of this Proposal shall be valid unless such modification is in writing and signed by all parties to this Proposal.

### Time For Acceptance, Approval:

This Proposal must be accepted by the Purchaser within thirty (30) days from the date hereof. If not accepted within that period, this Proposal may be withdrawn at Elmer's sole discretion and the Proposal considered void. A facsimile copy of this Proposal containing the Purchaser's signature shall be considered an original. This Proposal will not be binding until the signed acceptance has been timely received by Elmer's.

### Estimated or Approximated Quantities:

Quantities of material and labor utilized and areas and sizes for the project in this Proposal are approximate and arrived at for estimating purposes only, and it is understood that payment is to be made on actual quantities of material and labor utilized and actual areas covered unless otherwise indicated.

### Thickness:

The paving thickness referenced in this proposal is the average thickness. Variation in sub-base and technical limitations may result in variation of the thickness.

### Property Lines:

Purchaser is responsible for establishing and designating property lines. To the fullest extent permitted by law, Purchaser shall defend, indemnify, and hold Elmer's harmless (including reasonable attorneys' fees) from and against any and all costs, expenses and/or damages incurred by Elmer's as a result of Purchaser's failure to properly identify and/or designate the property lines, including, without limitation, damages for trespass.

### Delays:

Elmer's shall complete the project within a reasonable time but shall not be liable for delays beyond its reasonable control, including, without limitation, strikes, weather, accidents.

### Permits:

Purchaser shall pay for and provide Elmer's any and all permits or assessments which are required for the project prior to the commencement.

### Zoning:

Elmer's assumes no responsibility for determining whether Purchaser has legal right or authority to have the project completed in the manner and at the location described in this Proposal. Notwithstanding that the project might be determined to violate any ordinance, statute, regulation or other law, state, local or federal, the Purchaser shall, nevertheless, be obligated to pay Elmer's for the work performed and materials supplied in accordance with this Proposal. To the fullest extent permitted by law, Purchaser shall defend, indemnify, and hold Elmer's harmless (including reasonable attorneys' fees) from and against any and all costs, damages, and expenses associated with or related to the violation of any ordinance, regulation, or other law, either local, state or federal.

### Wet or Unstable Subgrade:

A suitable subgrade provided by the Purchaser is a condition precedent to the requirement of Elmer's performance of this Proposal.

### Stockpiling Materials:

Elmer's shall be permitted to stockpile materials necessary to the performance of its work, on the Purchaser's property, adjacent to the work site, without cost.

### Underground Structures:

Purchasers shall identify in writing the existence and location of all underground structures including, without limitation, all sewer, water and gas lines, tanks, etc. which might be encountered by Elmer's in the performance of this Proposal. Elmer's shall be deemed to have notice only of the existence of those underground structures specifically referenced and identified in this Proposal, and of the location thereof as indicated in this Proposal. In the event the identity or location of an underground structure varies from that designated in this Proposal or by the Purchaser, any extra cost associated with moving, protecting or covering same, shall be the responsibility of the Purchaser. To the fullest extent permitted by law, Purchaser shall defend, indemnify, and hold Elmer's harmless from any and all costs, damages, and/or expenses (including reasonable attorneys' fees) resulting from Purchaser's failure to properly identify and/or locate any underground structure for Elmer's.

### Unusual Conditions:

Should any unusual conditions be encountered that are either not specifically referenced in this Proposal or are not anticipated to be encountered by Elmer's in the performance of this Proposal, resulting in any extra costs in the performance of the work, the cost(s) thereof, shall be the full responsibility of the Purchaser.

### Damage to Trees and Landscaping:

Elmer's shall not be responsible for damage to trees, shrubbery, flower beds, landscaping which may occur during the project, nor shall Elmer's be obligated to remove damaged or destroyed trees or landscaping or replace same.

### Payment:

Payment is due in full upon completion of the project. However, interim billings for partial performance may be invoiced at Seller's discretion with payment due in full upon invoicing. A finance charge of 1.5% per month, which is an annual percentage rate of 18% (or a minimum charge of \$.50 per month) shall be assessed on all accounts which are thirty (30) days past due.

### Non-Payment, Default:

If Purchaser shall fail to make a payment when due or breaches any agreement in this Proposal, Purchaser will be in default. In the event of a default, Elmer's may, on written notice to Purchaser, terminate this Proposal and recover from Purchaser payment for all work completed and for a loss sustained as a result of such termination including, without limitation, loss of profit, repositioning costs, etc. In addition to any other remedies available, Elmer's may initiate suit for the collection or enforcement of this Proposal. Purchaser shall pay all costs incurred by Elmer's for collection or enforcement of this Proposal including actual attorney and/or agency fees. The rights, remedies and benefits provided by this Proposal to Elmer's shall be cumulative and not exclusive. The parties agree that all legal proceedings, relating to this Proposal, shall be heard and decided in a court of competent jurisdiction in Grand Traverse County, Michigan.

### Acceptance:

All work performed and materials supplied shall be deemed accepted by the Purchaser if not objected to, in writing, within ten (10) days of the completion of the project.

## MAINTENANCE GUARANTEE

This product is guaranteed against failure due to improper workmanship or materials for a period of two years after installation, unless otherwise stated herein. Use of a product for a purpose other than the disclosed or intended use or by heavier traffic than disclosed will void the guarantee. It is understood that this guarantee does not cover damage caused by intentional or accidental excavation, fire, flood, gasoline, oil, chemicals, subsurface water, overloading or other misuse. Failure of the purchaser to conform to the requirements of timely payment as stipulated in the General Conditions will void this guarantee. This guarantee does not apply to first or intermediate stages of construction. Asphalt bases are not guaranteed. This guarantee starts when the final wearing surface is placed.

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Request to adopt two resolutions approving grant requests to Charlevoix County

**DATE:** June 15, 2015

**PRESENTED BY:** Mike Spencer

**ATTACHMENTS:** Resolution for the Lake To Lake Trail  
Resolution for the Michigan Beach Play Ground Equipment

**BACKGROUND INFORMATION:**

Tom Kirinovic and I would like to request approval for two different grants that would be submitted to Charlevoix County who will be allocating a portion of the recently adopted recreation millage back to municipalities who apply for grants. They have established a committee who will review the grant requests and there is a scoring system that each project will be evaluated against. Each grant request cannot exceed \$10,000. The County requires a resolution be passed by the governing body authorizing the grant.

The first grant would be \$10,000 for the Lake to Lake Trail. Charlevoix Township has also passed a resolution for the grant application so this will be a joint submittal. We are going after \$20,000 total. The second would be for \$10,000 to help provide the local match for the playground equipment at Michigan Beach. We feel these grant funding opportunities should be critical to help fund these projects in considering our budget challenges.

**RECOMMENDATION:**

Motion to adopt Resolution 2015-06-XX and Resolution 2015-06-XX.

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2015-06-xx**  
**A RESOLUTION IN SUPPORT OF CHARLEVOIX COUNTY PARKS MILLAGE**  
**FOR THE LAKE TO LAKE MULTI-USE TRAIL**

- WHEREAS,** the City of Charlevoix wishes to construct, operate and maintain the Lake to Lake Multi-Use Trail; and
- WHEREAS,** the City of Charlevoix is requesting a \$10,000 appropriation from the Charlevoix County Board of Commissioners; and
- WHEREAS,** the City of Charlevoix desires to build, operate and maintain a new multi-use trail stretching from Fisherman's Island State Park to Ferry Beach Park to meet the recreation needs of users in Charlevoix County.

**NOW THEREFORE BE IT RESOLVED** by the City of Charlevoix that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

**BE IT FURTHER RESOLVED** that the Interim City Manager of the City of Charlevoix is hereby authorized and directed to cause the necessary data to be prepared and application to be signed and filed with the County of Charlevoix.

RESOLVED this 15th day of June, 2015 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:  
Nays:  
Absent:

**CITY OF CHARLEVOIX**  
**RESOLUTION NO. 2015-06-xx**  
A RESOLUTION IN SUPPORT OF CHARLEVOIX COUNTY PARKS MILLAGE FOR PLAYGROUND EQUIPMENT  
AT LAKE MICHIGAN BEACH PARK

**WHEREAS,** the City of Charlevoix wishes to erect new playground equipment at Lake Michigan Beach Park; and

**WHEREAS,** the City of Charlevoix is requesting a \$10,000 appropriation from the Charlevoix County Board of Commissioners; and

**WHEREAS,** the City of Charlevoix desires to enhance and build a new playground at Lake Michigan Beach Park to meet the recreation needs of users in Charlevoix County.

**NOW THEREFORE BE IT RESOLVED** by the City of Charlevoix that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

**BE IT FURTHER RESOLVED** that the Interim City Manager of the City of Charlevoix is hereby authorized and directed to cause the necessary data to be prepared and the application to be signed and filed with the County of Charlevoix.

RESOLVED this 15th day of June, 2015 A.D.

Resolution was adopted by the following yea and nay vote.

Yeas:

Nays:

Absent:

**CHARLEVOIX CITY COUNCIL  
AGENDA ITEM**

**AGENDA ITEM TITLE:** Boards & Committees Appointment

**DATE:** June 15, 2015

**PRESENTED BY:** Joyce Golding, City Clerk

**ATTACHMENTS:**

**BACKGROUND INFORMATION:**

The Airport Advisory Committee has one Airport User membership unfilled. The Committee is recommending David Guanci to fill the seat. This is a Council appointment.

The Historic District Commission has two members, Chair Ken Polakowski and Mary Adams, with terms expiring at the end of June 2015. Members are appointed/re-appointed with a recommendation from the Mayor and approval from Council

**RECOMMENDATIONS:**

Motion to appoint David Guanci to the Airport Advisory Committee.

Motion to appoint (re-appoint) *nnn* to the Historic District Commission, term expiring June 2018.

Motion to appoint (re-appoint) *nnn* to the Historic District Commission, term expiring June 2018.