

AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING

Monday, February 16, 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 – January 29, 2015 Special Meeting PG 1
 - B. City Council Meeting Minutes - February 2, 2015 Regular Meeting PG 2-7
 - C. Accounts Payable Check Registers & Payroll Check Registers PG 8-18
 - D. Proclamation - Sexual Assault Awareness Month PG 19-22
- V. **Public Hearings**
 - A. Budget Amendment #1 for 2014-15 PG 23-27
 - B. Public Hearing and Consideration to Adopt Budget Ordinance for the 2015-16 Budget PG 28-52
- VI. **Reports**
- VII. **Requests, Petitions and Communications and Actions Thereon**
 - A. ForeUp Golf Management Software PG 53-59
 - B. Consideration of Paddleworks Mobile Rental of Kayaks and Paddleboard at City Beaches PG 60-64
 - C. Liquor License Application - Round Lake Group LLC dba Charlevoix Brewing Company PG 65-82
 - D. Purchase Recloser Controls PG 83-85
 - E. Purchase Capacity PG 86-87
 - F. Discussion Regarding Burying Utilities PG 88-90
 - G. Purchase of Pickup Truck Through MiDEAL PG 91
 - H. Discussion Regarding Army Corps of Engineers Initial Findings for Dock Expansion Proposal PG 92-125
 - I. Resolution to Adopt Rates & Fees Associated with the 2015-16 Budget PG 126-143
- 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. Liquor License Application - Round Lake Group LLC dba Charlevoix Brewing Company PG 67
 - A. Resolution to Adopt Rates & Fees Associated with the 2015-16 Budget PG 127
- X. **Ordinances**
 - A. Budget Amendment #1 for 2014-15 PG 24-25
 - B. Budget Ordinance for the 2015-16 Budget PG 31-33
- XI. **Miscellaneous Business**
- XII. **Audience – Non-Agenda Input (written requests take precedent)**
- XIII. **Adjourn**

The City of Charlevoix will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon one 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

CITY OF CHARLEVOIX
SPECIAL CITY COUNCIL MEETING MINUTES
Thursday, January 29, 2015 – 12:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 12:05 p.m. by Mayor Gabe Campbell.

I. Pledge of Allegiance

II. Roll Call of Members Present

Mayor: Gabe Campbell
City Manager: Robert Straebel
City Clerk: Joyce Golding
Members Present: Councilmembers Shirley Gibson, Luther Kurtz, Leon Perron, Jeff Porter, and Bill Supernaw
Absent: Shane Cole

III. Inquiry Regarding Possible Conflicts of Interest

None.

IV. Miscellaneous Business

A. Discussion Regarding Appointment of an Interim City Manager and Strategy for Hiring a New City Manager

In light of a pending letter of resignation from City Manager Straebel, the Mayor called a special meeting to discuss the possible appointment of an Acting City Manager. The City Charter states in Section 3.5 City Manager-Filling Vacancy, that the Council may select an Acting City Manager for a period not to exceed 6 months and the appointment shall be by a majority of Council. City Council has the choice to appointment a non-Staff member with city management experience or a member of City Staff to the position.

Councilmember Gibson feels that the City should appoint a Staff member who is familiar with current projects. The Mayor and Councilmember Kurtz agreed. Councilmember Gibson recommended City Planner Spencer for the position.

Motion by Councilmember Gibson, second by Councilmember Perron, to appoint Mike Spencer as Interim [Acting] City Manager and to be paid at the starting salary for the City Manager position for the City of Charlevoix contingent upon City Manager Rob Straebel's leaving date [last day worked].

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

Councilmember Porter stated that using the International City/County Management Association (ICMA) and the MML to post the City Manager position was a good idea. He recommended that the entire Council review all of the applicants with the support of the HR Assistant. Councilmember Porter suggested that HR Assistant DeRosia could categorize the applicants. HR Assistant DeRosia indicated that advertising costs with ICMA and MML would be minimal.

City Manager Straebel stated that recruiting would likely begin the week of February 2nd and continue for approximately one month.

Council agreed to a temporary increase in pay for Executive Assistant Weller while the Acting City Manager assumes his duties to recognize her additional responsibilities and administrative support during this time. City Manager Straebel and HR Assistant DeRosia will work within the personnel budget and establish an equitable temporary salary increase.

Councilmember Supernaw expressed his concern regarding accusations from citizens that he sabotaged attempts to hold a special Council meeting last week. The meeting was not held because it lacked a quorum. City Manager Straebel suggested that when meetings pertain to a contentious issue, Council work together to establish a mutually agreeable time so that all Councilmembers can participate in discussion and voting.

V. Audience – Non-agenda input (written requests take precedent)

None.

VI. Adjourn

Motion by Councilmember Supernaw, second by Councilmember Kurtz, to adjourn. Motion passed by unanimous voice vote
Meeting adjourned at 12:21 p.m.

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, February 2, 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
City Manager: Robert Straebel
City Clerk: Joyce Golding
Members Present: Councilmembers Shane Cole, Shirley Gibson, Luther Kurtz, Leon Perron, and Bill Supernaw
Absent: Councilmember Jeff Porter

III. Inquiry Regarding Possible Conflicts of Interest
None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – January 19, 2015 Regular Meeting Minutes
- B. Special Accounts Payable Check Register – January 15, 2015
- C. Special Accounts Payable Check Register – January 22, 2015
- D. Regular Accounts Payable Check Register – February 3, 2015
- E. ACH Payments – January 20, 2015 – January 30, 2015
- F. Tax Disbursement – February 3, 2015
- G. Payroll Check Register – January 30, 2015
- H. Payroll Transmittal – January 30, 2015

V. Public Hearings
None.

VI. Reports
None.

VII. Requests, Petitions and Communications and Actions Thereon

A. Consideration to Authorize SAW Related Work with Prein&Newhof

In 2013, the City selected Prein&Newhof to assist in applying for a SAW (Stormwater, Asset Management, and Wastewater) grant application. This grant application and subsequent work will help fund the creation of the City's sanitary and stormwater asset management plans. The SAW Grant is a 90% reimbursement program. The City anticipates funding to be authorized in the fall of 2015 and the project to take approximately three years to complete. For the first year of matching funding, the City's portion would be approximately \$34,000 and this amount is accounted for in the sewer fund budget.

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

Motion by Councilmember Supernaw, second by Councilmember Gibson, to authorize Prein&Newhof to proceed with SAW related work, as coordinated with Staff [and] in accordance with the grant application, work plan, and the master agreement.

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

B. Consideration to Amend Proposed Parking Fee Rate Increase

Airport Manager Myer is recommending that only the daily rate airport parking pass be increased from \$3.00 to \$4.00 in the 2015-16 budget, and that all other parking rates remain the same. With a new parking pass accounting system now in place, she will determine whether or not additional rate changes are needed in the 2016-17 budget.

Councilmember Gibson recommended not changing the daily fee until after Airport Manager Myer can make an accurate recommendation regarding adjusting any parking fees for the next fiscal year. Airport Manager Myer was agreeable with this recommendation.

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

Motion by Councilmember Gibson, second by Councilmember Cole, to not approve only the daily airport parking pass increase of \$3.00 to \$4.00 for the fiscal year 2015-16 budget.

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

C. Authorization of Bank Signature Cards

Due to the hiring of Kelly A. McGinn as City Treasurer, the banks the City uses for its business accounts require a City Council resolution to designate staff allowed to be on signature cards to deposit funds and write checks on City accounts. Staff is proposing check signatories as Joyce M. Golding, City Clerk and Kelly A. McGinn, City Treasurer.

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

Action by Resolution.

D. Approval of Airport Committee Positions and Proposed Membership

On January 19, 2015, Councilmember Gibson, Airport Manager Myer, and City Manager Straebel met to discuss the recently abolished Airport Advisory Committee, and are recommending the following committee membership for a newly established committee: Airport Manager, Assistant Airport Manager, Airport User-City Resident, Airport User-Non-Resident, City Council Member, and City Manager. Terms for each member and a committee name were discussed as well as changing the Airport User-Non-Resident to Airport User which could be either a resident or not. As an advisory committee, the group will bring recommendations forward to Council for their consideration.

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

Motion by Councilmember Gibson, second by Councilmember Perron, to approve a new airport committee named "Airport Advisory Committee."

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

Motion by Councilmember Gibson, second by Councilmember Cole, to approve the Airport Advisory Committee, comprised of the following types of members: Airport Manager, Assistant Airport Manager, Airport User-City Resident, Airport User (resident or non-resident), City Council Member, and City Manager.

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

Motion by Councilmember Gibson, second by Councilmember Kurtz, to appoint the following members to the Airport Advisory Committee: Airport Manager – Liz Myer, Assistant Airport Manager – Matt Wyman, Airport User-City Resident – Don Seelye, Airport User (resident or non-resident) – Open, City Councilmember – Shirley Gibson, and City Manager – Rob Straebel.

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

Motion by Councilmember Gibson, second by Councilmember Cole, to set term limits for the following positions: Airport User – Resident – 2 years, Airport User (resident or non-resident) – 2 years, City Council Member – 2 years.

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

E. Discussion Regarding Funding the Community Economic Development Director Position

At the January 26, 2015 DDA meeting, Mayor Campbell stated his interest in reducing the full-time position of Community Economic Development Director (CEDD) to a part-time position. At this meeting, the DDA voted to maintain the funding partnership with the City (75% DDA/25% City for salary and fringes) and not make any changes to their proposed budget for this line item.

On November 3, 2014, City Council unanimously supported the Select Level Main Street Program. A requirement of the program is have one full-time employee to oversee the Main Street Program.

The City has experienced many successes since the DDA and City partnered together to fund the CEDD position. The City needs to aggressively seek out opportunities to retain, recruit and expand businesses that will assist in job creation and community growth and these efforts require a full-time director to oversee economic development on a comprehensive, community-wide basis. The City Manager strongly supports continued funding for a full-time position.

Councilmember Kurtz indicated that splitting the CED director's duties between the City and DDA was noted on the Select Main Street Program application.

Councilmember Cole stated that partnering with the DDA to fund the CEDD was a benefit for the City. Councilmember Gibson agreed. She requested a monthly written report from the CEDD be provided to Council encompassing recruiting, creation, retention, and expansion of community-wide economic development.

Mayor Campbell opened the item to public comment.

Phil Parr, Bridge Street Tap Room and Main Street Committee Chair, discussed a presentation scheduled for February 11th for the Michigan Main Street program Select Level. Mr. Parr stated that the Main Street program will have community-wide benefits. The Main Street program requires an active and involved DDA, along with a full time director and most importantly, broad-based community support for both the DDA and the Main Street Program.

Dan Barron, DDA Chairman, stated that providing funding for a full-time CEDD is a top priority for the DDA.

The item was closed to the public.

Motion by Councilmember Gibson, second by Councilmember Supernaw, to approve the 25% funding from the City for the full-time DDA Director [CEDD] position.

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

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. Authorization of Bank Signature Cards

Motion by Councilmember Cole, second by Councilmember Kurtz, to adopt Resolution 2015-02-01, Authorized Bank Signatories, as follows:

CITY OF CHARLEVOIX
RESOLUTION NO. 2015-02-01
AUTHORIZED BANK SIGNATORIES

WHEREAS, City Council has approved the Charlevoix State Bank and FirstMerit Bank as depositories for the City business accounts during the City Council meeting of November 3, 2014; and

WHEREAS, these banks are required to comply with Michigan P.A. 20 and have agreed to follow our adopted investment policy; and

WHEREAS, the appointment of a new City Treasurer has required changes be made to the staff which are allowed to authorize receipts and payments to these banks.

NOW THEREFORE BE IT RESOLVED, that any and all funds standing to the credit of the City of Charlevoix with these banks in their main checking and/or sweep accounts may be withdrawn with checks, drafts, notices for the payment of money, when signed by any of the following:

Check signors: Joyce M. Golding, City Clerk, Kelly A. McGinn, City Treasurer
Account Signature Cards at Banks: Joyce M. Golding, Alida K. Klooster, Kelly A. McGinn

RESOLVED this 2nd day of February, A.D. 2015.

Resolution was adopted by the following yeas and nays vote:

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

X. Ordinances
 None.

XI. Miscellaneous Business

Councilmember Kurtz will be representing the Council at the Main Street presentation on February 11th and he asked for and received unanimous support from Council.

Councilmember Supernaw requested an update regarding the marina expansion. City Manager Straebel stated that the application with the Department of Environmental Quality (DEQ) will be finalized within two weeks and the Army Corps of Engineers application is complete. Once both applications have been submitted, a public hearing will be held and a determination will be made as to the feasibility of the project. City Manager Straebel stated that there are contractual costs involved at this stage to pay the consultant assisting with the applications. Councilmember Supernaw questioned whether Council still wanted to proceed through this phase of the approval process. City Manager Straebel stated that Council had agreed to move through the feasibility phase of the project to receive a determination whether the marina expansion was even possible. Finishing the review process would be in the best interest of the community overall, regardless of whether Council decides to support the expansion or forgo it altogether. Council concurred.

City Manager Straebel read his formal letter of resignation from the City of Charlevoix, citing his final day of work as March 20, 2015. He has accepted the position of City Manager of Petoskey. He expressed his appreciation for having the opportunity to work for the City and commended City Staff.

Motion by Councilmember Supernaw, second by Councilmember Kurtz, that with the deepest regret, we accept the resignation of Rob Straebel as City Manager and appropriately thank him.

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

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 7:50 p.m.

Joyce M. Golding City Clerk Gabe Campbell Mayor

	Special Accounts Payable – 01/15/2015		
DEVERE CONSTRUCTION COMPANY	165,607.41	TOTAL	165,607.41

	Special Accounts Payable – 01/22/2015		
AT&T MOBILITY	72.68	METLIFE SMALL BUSINESS CENTER	715.29
CHARLEVOIX STATE BANK	3,928.19	PRIORITY HEALTH	45,502.62
CHARLEVOIX TOWNSHIP	15.23	VERIZON WIRELESS	56.74
DELTA DENTAL	4,557.00	VISION SERVICE PLAN	536.14
GREAT LAKES ENERGY	343.53	TOTAL	55,727.42

Accounts Payable – 02/03/2015		
AETNA INSURANCE	202.69	LAVOIE, RICHARD 14.00
AIRGAS USA LLC	174.02	MASON, MARGUERITE 75.00
ALL-PHASE ELECTRIC SUPPLY CO.	300.75	McGINN, KELLY 41.00
AMERICAN WASTE INC.	2,081.67	MICH ASSOC OF MUNICIPAL CLERKS 600.00
AT&T LONG DISTANCE	33.73	MICHIGAN CAT 675.37
AVFUEL CORPORATION	15,651.77	MICHIGAN MUNICIPAL ELECTRIC 9,240.00
B & L SOUND INC	189.41	MICHIGAN OFFICEWAYS INC 1,597.05
BC/BS OF MI REFUNDS	548.10	MICHIGAN RURAL WATER ASSN 390.00
BCBS MEDICARE PLUS BLUE	348.27	MICHIGAN SECTION AWWA 530.00
BREWER, JOHN	1,000.00	MLIVE MEDIA GROUP 145.00
CARQUEST OF CHARLEVOIX	1,121.56	MYER, ELIZABETH A. 41.00
CATT DEVELOPMENT	71.30	NEOFUNDS BY NEOPOST 30.25
CENTRAL DRUG STORE	36.22	NETSOURCE ONE INC. 24.00
CHAMPION CHARTER	65.00	NORTH COUNTRY POWER GENERATION 811.90
CHARLEVOIX COUNTY FIRE	250.00	NORTHERN CREDIT BUREAU 306.35
CHESAPEAKE GROUP INC.	13,000.00	NORTHERN PUMP SERVICE INC. 1,380.00
CINTAS CORPORATION	61.42	NORTHERN SAFETY CO INC 131.41
CITY OF CHARLEVOIX - UTILITIES	42,788.77	NYE UNIFORM CO 159.74
COAST TO COAST COMPUTER	238.07	OLSON BZDOK & HOWARD 2,982.00
DAVIS, MARGARET	74.80	PANOFF, ZACH 52.64
DCASSESSING SERVICES	4,371.08	PARASTAR INC 3,535.86
DeROSIA, PATTY	41.00	PERFORMANCE ENGINEERS INC 8,216.25
DEVERE CONSTRUCTION COMPANY	396,067.50	POWER LINE SUPPLY 752.97
DOAN, GERARD	41.00	PREIN & NEWHOF 55,090.60
EAST JORDAN COMMUNITY POOL	300.00	PURITY CYLINDER GASES INC 189.66
ELLIOTT, PATRICK M.	41.00	QUICK CARE MEDICAL CENTER 105.00
EMERGENCY MEDICAL PRODUCTS INC	427.37	QUILL CORP 147.04
EVANS, HAL	41.00	ROTARY CLUB OF CHARLEVOIX 37.50
FERGUSON & CHAMBERLAIN	2,856.00	RUNDBLAD, TED 27.50
FISHER SCIENTIFIC	954.49	S&W HEALTHCARE CORPORATION 248.04
GINOP SALES INC	66.00	SCHMIDT, GERTRUDE 48.20
GOLDING, JOYCE	41.00	SEELEY'S PRINTING SERVICE 551.42
GORDON FOOD SERVICE	112.64	SEELYE, DON 90.00
GRAINGER	379.05	SHORELINE POWER SERVICES INC 400.87
GREAT LAKES PIPE & SUPPLY	623.37	SMITH, STEVE 291.68
GRULER'S FARM SUPPLY INC	319.20	SPENCER, MICHAEL 264.44
HACH COMPANY	984.55	STATE INDUSTRIAL PRODUCTS 551.86
HANKINS, SCOTT	41.00	STRAEBEL, ROBERT J. 41.00
HEID, THOMAS J.	41.00	SWEM, DONALD L 41.00
HESCO	2,097.66	SYSTEMS SPECIALISTS INC 120.00
HOLIDAY COMPANIES	5,248.26	TEUNIS, STEVEN 41.00
INDEPENDENT DRAFTING SERVICES	1,280.00	TOP QUALITY GLOVE 139.80
J & B MEDICAL SUPPLY INC.	408.35	TRUCK & TRAILER SPECIALTIES 7,948.59
JACK DOHENY SUPPLIES INC	325.98	UNITED SERVICES AUTOMOBILE ASSOC. 100.00
JOHN CURTIS VIDEOGRAPHY	1,500.00	UP NORTH PROPERTY SERVICES LLC 812.00
KIRINOVIC, THOMAS	41.00	USA BLUE BOOK 75.22
KIWANIS CLUB OF CHARLEVOIX	39.00	VILLAGE GRAPHICS INC. 507.05
KLOOSTER, ALIDA K.	41.00	VOICE ENVIRONMENTAL GROUP LLC 897.00
KMart	97.31	WELLER, LINDA 61.70
KORTHASE FLINN	22.50	WINDER POLICE EQUIPMENT 142.79
KRAUSE, KAY	75.00	WORK & PLAY SHOP 54.80
KSS ENTERPRISES	528.22	WYMAN, MATTHEW A. 41.00
KUSTOM SIGNALS INC.	531.38	TOTAL 599,020.01

ACH Payments – 01/20/2015 – 01/30/2015		
MI Public Power Agency	35,410.43	State of MI (Withholding Tax) 4,084.96
MI Public Power Agency	254,765.35	Vantagepoint (401 ICMA Plan) 742.62
MI Public Power Agency	19,929.72	Vantagepoint (457 ICMA Plan) 12,696.98
IRS (Payroll Tax Deposit)	28,148.90	MERS (Defined Benefit Plan) 38,625.29
Alerus Financial (HCSP)	270.00	TOTAL 394,674.25

Tax Disbursement – 02/03/2015		
CHARLEVOIX COUNTY TREASURER	420.82	CHARLEVOIX PUBLIC SCHOOLS 279.79
CHARLEVOIX COUNTY TREASURER	75,853.70	CITY OF CHARLEVOIX - TAXES DUE 20,161.07
CHARLEVOIX DISTRICT LIBRARY	27,714.25	MOSORYAK, MARY 10.00
CHARLEVOIX PUBLIC SCHOOLS	3,664.80	RECREATIONAL AUTHORITY 5,025.55
CHARLEVOIX PUBLIC SCHOOLS	607.57	TOTAL 133,782.30
CHARLEVOIX PUBLIC SCHOOLS	44.75	

PAYROLL: NET PAY

Pay Period Ending 01/24/2015 – Paid 01/30/2015

WELLER, LINDA JO	1,316.97	WELLS JR., DONALD E.	1,320.98
STRAEBEL, ROBERT J.	2,277.92	BRADLEY, KELLY R.	1,381.17
GOLDING, JOYCE M.	1,048.92	WILSON, RICHARD J.	1,468.08
DEROSIA, PATRICIA E.	872.47	JONES, ROBERT F.	1,416.00
LOY, EVELYN R.	1,017.73	DORAN, JUSTIN J.	1,289.24
KLOOSTER, ALIDA K.	1,723.07	KIRINOVIC, THOMAS F.	706.45
BROWN, STEPHANIE C.	1,068.70	FORRESTER, KATHERINE A.	645.05
SPENCER, MICHAEL D.	1,298.13	MURPHY IV, MICHAEL J.	243.15
SPENCLEY, PATRICIA L.	1,009.51	BERTINELLI, DAVID P.	870.74
PANOFF, ZACHARY R.	621.31	ARNOLD, HAILEE M	477.42
MILLER, FAITH G.	32.25	WITTHOEFT, MARVIN J.	147.76
DOAN, GERARD P.	1,760.75	BOSS, BEAU J.	307.57
SHRIFT, PETER R.	1,183.98	BARNEVELD, VLADIMIR R.	218.90
SCHLAPPI, JAMES L.	972.90	THOMPSON, MONTANA J.	241.19
UMULIS, MATTHEW T.	1,305.34	HEID, THOMAS J	1,276.56
HANKINS, SCOTT A.	1,491.60	MYER, ELIZABETH A.	1,607.96
ORBAN, BARBARA K.	1,182.45	VANLOO, JOSEPH G.	611.46
TRAEGER, JASON A.	1,096.89	TABER, HOLLY S.	297.56
WARNER, JANINE M.	989.33	WYMAN, MATTHEW A.	946.43
SCHWARTZFISHER, JOSEPH L.	872.72	DRAVES, MICHAEL J.	371.79
ROLOFF, ROBERT P.	1,809.32	SCHRADER, LOU ANN	477.91
BRODIN, WILLIAM C.	1,356.04	SCHWAGER, EDWARD J.	547.02
RILEY, DENISE M.	384.90	SWEM, DONALD L.	1,669.13
TEUNIS, STEVEN L.	1,702.44	WHITLEY, ANDREW T.	1,283.08
WURST, RANDALL W.	1,476.35	MORRISON, KEVIN P.	928.85
MAYER, SHELLEY L.	1,366.70	HODGE, MICHAEL J.	1,423.23
HILLING, NICHOLAS A.	1,092.80	JOHNSON, STEVEN P	1,164.56
MEIER III, CHARLES A.	1,210.05	BOSS JR, DALE E.	1,116.30
ZACHARIAS, STEVEN B.	1,284.87	STEBE JR, JOHN M.	432.70
NISWANDER, JOSEPH F.	1,416.51	BOSS, SHERRY M.	555.52
FRYE, EDWARD J.	923.02	BEHAN, DEAN T.	358.79
JONES, TERRI L.	961.45	STEBE, CATHERINE M.	341.79
EATON, BRAD A.	1,678.00	HOLM, ARTHUR R.	739.19
WILSON, TIMOTHY J.	1,873.26	FICHTNER, KRISTIE S.	374.28
LAVOIE, RICHARD L.	1,475.37	STEVENS, JEFFREY W.	377.96
STEVENS, BRANDON C.	1,212.58	ROLOFF, AUDREY M.	79.28
DRAVES, MARTIN J.	1,564.20		
ELLIOTT, PATRICK M.	1,743.91	TOTAL:	75,089.76

PAYROLL: TRANSMITTAL

01/30/2015

4FRONT CREDIT UNION	198.46	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	182.40	COMMUNICATION WORKERS OF AMER	532.43
AMERICAN FAMILY LIFE	236.11	MI STATE DISBURSEMENT UNIT	424.02
CHAR EM UNITED WAY	32.00	PRIORITY HEALTH	1,819.54
CHARLEVOIX STATE BANK	1,131.16	TOTAL:	4,706.12

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
02/07/2015	02/13/2015	112383	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	198.46
02/07/2015	02/13/2015	112384	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	182.40
02/07/2015	02/13/2015	112384	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	236.11
02/07/2015	02/13/2015	112385	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 2/7/20	32.00
02/07/2015	02/13/2015	112386	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	1,131.16
02/07/2015	02/13/2015	112387	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
02/07/2015	02/13/2015	112388	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	539.79
02/07/2015	02/13/2015	112389	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	424.02
02/07/2015	02/13/2015	112390	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 2	392.00
02/07/2015	02/13/2015	112391	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,965.16
Grand Totals:		10				5,251.10

dm

Summary of Check Registers & ACH Payments

FIRSTMERIT BANK - CHECKS ISSUED

02/13/15 Payroll	\$ 78,638.60
02/13/15 Payroll Transmittal Checks	\$ 5,251.10
02/17/15 Regular Accounts Payable	\$ 95,738.39

Checks Sub-Total: \$ 179,628.09

FIRSTMERIT BANK - ACH PAYMENTS

02/02/15 MI Public Power Agency	\$ 16,231.01
02/05/15 Payment Service Network	\$ 224.50
02/09/15 MI Public Power Agency	\$ 26,921.43
02/10/15 State of MI (Sales Tax)	\$ 23,258.07
02/13/15 IRS (Payroll Tax Deposit)	\$ 29,953.50
02/13/15 Alerus Financial (HCSP)	\$ 370.00
02/13/15 State of MI (Withholding Tax)	\$ 4,306.67
02/13/15 Vantagepoint (401 ICMA Plan)	\$ 742.62
02/13/15 Vantagepoint (457 ICMA Plan)	\$ 12,999.10

ACH Sub-Total: \$ 115,006.90

First Merit Bank Total: \$ 294,634.99

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

02/17/15 Tax Disbursement	\$ 239,024.57
Charlevoix State Bank Total:	\$ 239,024.57

Grand Total: \$ 533,659.56

APPROVED:

RS
CITY MANAGER

[Signature]
CITY TREASURER

[Signature]
CITY CLERK

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
02/07/2015	PC	02/13/2015	18826	WELLER, LINDA JO	101		1,316.97
02/07/2015	PC	02/13/2015	18827	STRAEBEL, ROBERT J.	102		2,581.46
02/07/2015	PC	02/13/2015	18828	GOLDING, JOYCE M.	106		1,048.92
02/07/2015	PC	02/13/2015	18829	DEROSIA, PATRICIA E.	107		880.67
02/07/2015	PC	02/13/2015	18830	LOY, EVELYN R.	117		1,017.73
02/07/2015	PC	02/13/2015	18831	KLOOSTER, ALIDA K.	121		1,661.37
02/07/2015	PC	02/13/2015	18832	BROWN, STEPHANIE C.	126		1,067.97
02/07/2015	PC	02/13/2015	18833	SPENCER, MICHAEL D.	132		1,526.21
02/07/2015	PC	02/13/2015	18834	SPENCLEY, PATRICIA L.	136		1,009.51
02/07/2015	PC	02/13/2015	18835	PANOFF, ZACHARY R.	141		621.31
02/07/2015	PC	02/13/2015	18836	MILLER, FAITH G.	142		34.41
02/07/2015	PC	02/13/2015	18837	MCGINN, KELLY A.	146		1,639.36
02/07/2015	PC	02/13/2015	18838	DOAN, GERARD P.	201		1,760.75
02/07/2015	PC	02/13/2015	18839	SHRIFT, PETER R.	203		1,078.52
02/07/2015	PC	02/13/2015	18840	SCHLAPPI, JAMES L.	204		923.90
02/07/2015	PC	02/13/2015	18841	UMULIS, MATTHEW T.	205		1,159.96
02/07/2015	PC	02/13/2015	18842	HANKINS, SCOTT A.	208		1,491.60
02/07/2015	PC	02/13/2015	18843	ORBAN, BARBARA K.	209		1,133.45
02/07/2015	PC	02/13/2015	18844	TRAEGER, JASON A.	210		1,047.88
02/07/2015	PC	02/13/2015	18845	WARNER, JANINE M.	213		1,217.38
02/07/2015	PC	02/13/2015	18846	SCHWARTZFISHER, JOS	303		1,064.52
02/07/2015	PC	02/13/2015	18847	ROLOFF, ROBERT P.	304		1,249.17
02/07/2015	PC	02/13/2015	18848	BRODIN, WILLIAM C.	305		1,220.50
02/07/2015	PC	02/13/2015	18849	RILEY, DENISE M.	306		386.85
02/07/2015	PC	02/13/2015	18850	TEUNIS, STEVEN L.	402		1,702.44
02/07/2015	PC	02/13/2015	18851	WURST, RANDALL W.	411		1,180.80
02/07/2015	PC	02/13/2015	18852	MAYER, SHELLEY L.	412		1,315.70
02/07/2015	PC	02/13/2015	18853	HILLING, NICHOLAS A.	413		1,311.67
02/07/2015	PC	02/13/2015	18854	MEIER III, CHARLES A.	421		1,644.32
02/07/2015	PC	02/13/2015	18855	ZACHARIAS, STEVEN B.	422		1,178.88
02/07/2015	PC	02/13/2015	18856	NISWANDER, JOSEPH F.	504		1,283.76
02/07/2015	PC	02/13/2015	18857	FRYE, EDWARD J.	508		923.02
02/07/2015	PC	02/13/2015	18858	JONES, TERRI L.	511		961.45
02/07/2015	PC	02/13/2015	18859	EATON, BRAD A.	515		1,723.43
02/07/2015	PC	02/13/2015	18860	WILSON, TIMOTHY J.	516		2,264.52
02/07/2015	PC	02/13/2015	18861	LAVOIE, RICHARD L.	519		1,291.07
02/07/2015	PC	02/13/2015	18862	STEVENS, BRANDON C.	521		2,244.89
02/07/2015	PC	02/13/2015	18863	DRAVES, MARTIN J.	523		1,547.85
02/07/2015	PC	02/13/2015	18864	ELLIOTT, PATRICK M.	600		1,743.91
02/07/2015	PC	02/13/2015	18865	WELLS JR., DONALD E.	609		1,606.13
02/07/2015	PC	02/13/2015	18866	BRADLEY, KELLY R.	614		1,275.68
02/07/2015	PC	02/13/2015	18867	WILSON, RICHARD J.	615		1,280.80
02/07/2015	PC	02/13/2015	18868	JONES, ROBERT F.	618		1,218.23
02/07/2015	PC	02/13/2015	18869	DORAN, JUSTIN J.	621		1,634.47
02/07/2015	PC	02/13/2015	18870	KIRINOVIC, THOMAS F.	700		568.29
02/07/2015	PC	02/13/2015	18871	FORRESTER, KATHERIN	704		645.05
02/07/2015	PC	02/13/2015	18872	MURPHY IV, MICHAEL J.	732		336.87
02/07/2015	PC	02/13/2015	18873	BERTINELLI, DAVID P.	764		870.74
02/07/2015	PC	02/13/2015	18874	ARNOLD, HAILEE M.	768		461.80
02/07/2015	PC	02/13/2015	18875	WITTHOEFT, MARVIN J.	769		147.76
02/07/2015	PC	02/13/2015	18876	BOSS, BEAU J.	788		313.43
02/07/2015	PC	02/13/2015	18877	BARNEVELD, VLADIMIR	789		346.21
02/07/2015	PC	02/13/2015	18878	THOMPSON, MONTANA J	790		247.54
02/07/2015	PC	02/13/2015	18879	FICHTNER, KRISTIE S.	792		330.24
02/07/2015	PC	02/13/2015	18880	HEID, THOMAS J	802		1,276.56
02/07/2015	PC	02/13/2015	18881	MYER, ELIZABETH A.	900		1,836.03
02/07/2015	PC	02/13/2015	18882	VANLOO, JOSEPH G.	902		626.11

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
02/07/2015	PC	02/13/2015	18883	TABER, HOLLY S.	924		410.85
02/07/2015	PC	02/13/2015	18884	WYMAN, MATTHEW A.	927		946.43
02/07/2015	PC	02/13/2015	18885	DRAVES, MICHAEL J.	928		371.79
02/07/2015	PC	02/13/2015	18886	SCHRADER, LOU ANN	929		477.91
02/07/2015	PC	02/13/2015	18887	SCHWAGER, EDWARD J.	930		593.88
02/07/2015	PC	02/13/2015	112370	SWEM, DONALD L.	512		1,669.13
02/07/2015	PC	02/13/2015	112371	WHITLEY, ANDREW T.	522		1,415.83
02/07/2015	PC	02/13/2015	112372	MORRISON, KEVIN P.	601		970.20
02/07/2015	PC	02/13/2015	112373	HODGE, MICHAEL J.	606		1,238.60
02/07/2015	PC	02/13/2015	112374	JOHNSON, STEVEN P.	617		1,134.39
02/07/2015	PC	02/13/2015	112375	BOSS JR, DALE E.	701		1,116.30
02/07/2015	PC	02/13/2015	112376	STEBE JR, JOHN M.	729		432.70
02/07/2015	PC	02/13/2015	112377	BOSS, SHERRY M.	730		533.76
02/07/2015	PC	02/13/2015	112378	BEHAN, DEAN T.	733		358.79
02/07/2015	PC	02/13/2015	112379	STEBE, CATHERINE M.	765		341.79
02/07/2015	PC	02/13/2015	112380	HOLM, ARTHUR R.	791		723.51
02/07/2015	PC	02/13/2015	112381	STEVENS, JEFFREY W.	1028		387.48
02/07/2015	PC	02/13/2015	112382	ROLOFF, AUDREY M.	1037		35.24
Grand Totals:			<u>75</u>				<u>78,638.60</u>



Report Criteria:

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

Check Number	Payee	Amount
02/17/2015		
112392	ACE HARDWARE	1,793.10
112393	ALL-PHASE ELECTRIC SUPPLY CO.	334.78
112394	ALTEC INDUSTRIES INC	1,267.00
112395	AMERICAN WASTE INC.	2,131.20
112396	APOLLO FIRE EQUIPMENT	251.96
112397	ARROW UNIFORM-TAYLOR L.L.C.	1,031.35
112398	AUTO VALUE	433.29
112399	AVFUEL CORPORATION	16,509.85
112400	B & L SOUND INC	187.35
112401	BAKER COLLEGE OF CADILLAC	55.00
112402	BIOTECH AGRONOMICS INC	12,484.42
112403	BRADLEY, KELLY R.	114.00
112404	BY THE BAY WINDOW CLEANING SVC	357.00
112405	CARQUEST OF CHARLEVOIX	1,155.75
112406	CHARLEVOIX AREA CHAMBER OF CO	225.00
112407	CHARLEVOIX SCREEN MASTERS INC	10.50
112408	CHARTER COMMUNICATIONS	891.68
112409	CHILDS CONSULTING ASSOC. INC.	10,490.00
112410	DOAN, GERARD	388.40
112411	DORAN, JUSTIN J.	357.80
112412	DTE ENERGY	12,120.85
112413	EATON, BRAD A.	60.00
112414	ELLIOTT, PATRICK M.	360.10
112415	ETNA SUPPLY	2,498.56
112416	FAMILY FARM & HOME	825.81
112417	FOX CHARLEVOIX FORD	733.60
112418	FREIGHTLINER OF GRAND RAPIDS	174.22
112419	GINOP SALES INC	134.47
112420	GRAINGER	280.10
112421	HYDRO DESIGNS INC.	515.00
112422	IDEXX DISTRIBUTION INC.	1,056.45
112423	INDEPENDENT DRAFTING SERVICES	1,440.00
112424	J & B MEDICAL SUPPLY INC.	118.00
112425	KEVIN'S METER TESTING	3,909.48
112426	MATTER, DAWSON	53.00
112427	MICHIGAN CAT	675.37
112428	MICHIGAN OFFICEWAYS INC	1,571.65
112429	MID STATES BOLT & SCREW CO	55.55
112430	MINE SAFETY APPLIANCES CO. LLC	324.92
112431	MYER, ELIZABETH A.	210.11
112432	NCL OF WISCONSIN INC.	173.42
112433	NEOPOST INC	60.00
112434	NORTHERN MICHIGAN REVIEW INC.	1,118.68
112435	NORTHERN SAFETY CO INC	81.83
112436	OTEC	337.50
112437	PERFORMANCE ENGINEERS INC	6,036.25
112438	PLYMKRAFT INC	2,145.00
112439	POWER LINE SUPPLY	682.65

Check Number	Payee	Amount
112440	PRESTON FEATHER	387.21
112441	RESCO	590.00
112442	ROLOFF, ROBERT	93.46
112443	SCHMUCKAL OIL CO	1,217.55
112444	SCHULTZ, STACEY	165.00
112445	SEARS COMMERCIAL ONE	809.98
112446	STANDARD ELECTRIC CO	814.36
112447	STATE OF MICHIGAN	746.38
112448	SWIDORSKI, RAYMOND	66.00
112449	TRUCK & TRAILER SPECIALTIES	980.48
112450	VILLAGE GRAPHICS INC.	20.00
112451	WALKER, TRUMAN	42.00
112452	WARNER, JANINE	20.03
112453	WELLS JR., DONALD E.	361.25
112454	WHITLEY, ANDREW	8.47
112455	WINTER EQUIPMENT COMPANY INC.	699.22
112456	WOLTERS KLUWER LAW & BUSINESS	495.00
Total 02/17/2015:		95,738.39
Grand Totals:		95,738.39

Check Number	Payee	Amount
02/02/2015		
20215001	MICHIGAN PUBLIC POWER AGENCY	16,231.01
Total 02/02/2015:		16,231.01
Grand Totals:		16,231.01

Check Number	Payee	Amount
02/05/2015		
20515001	PAYMENT SERVICE NETWORK INC.	224.50
Total 02/05/2015:		224.50
Grand Totals:		224.50

Check Number	Payee	Amount
02/09/2015		
20915001	MICHIGAN PUBLIC POWER AGENCY	26,921.43
Total 02/09/2015:		26,921.43
Grand Totals:		26,921.43

Check Number	Payee	Amount
02/10/2015		
21015001	STATE OF MICHIGAN	23,258.07
Total 02/10/2015:		23,258.07
Grand Totals:		23,258.07

Check Issue Date	Check Number	Payee	Amount
21315001			
02/13/2015	21315001	**EFTPS* Payroll Taxes	7,505.66
02/13/2015	21315001	**EFTPS* Payroll Taxes	7,505.66
02/13/2015	21315001	**EFTPS* Payroll Taxes	1,755.33
02/13/2015	21315001	**EFTPS* Payroll Taxes	1,755.33
02/13/2015	21315001	**EFTPS* Payroll Taxes	11,431.52
Total 21315001:			
	5		29,953.50
21315002			
02/13/2015	21315002	Alerus Financial	370.00
Total 21315002:			
	1		370.00
21315003			
02/13/2015	21315003	STATE OF MICHIGAN	4,306.67
Total 21315003:			
	1		4,306.67
21315004			
02/13/2015	21315004	Vantagepoint - 401 Plan 109153	742.62
Total 21315004:			
	1		742.62
21315005			
02/13/2015	21315005	Vantagepoint - 457 Plan 300959	5,620.67
02/13/2015	21315005	Vantagepoint - 457 Plan 300959	131.98
02/13/2015	21315005	Vantagepoint - 457 Plan 300959	1,680.99
02/13/2015	21315005	Vantagepoint - 457 Plan 300959	5,565.46
Total 21315005:			
	4		12,999.10
Grand Totals:			
	12		48,371.89

Km

Check Number	Payee	Amount
02/17/2015		
2501	CHARLEVOIX COUNTY TREASURER	138,619.05
2502	CHARLEVOIX DISTRICT LIBRARY	50,463.89
2503	CHARLEVOIX PUBLIC SCHOOLS	2,606.40
2504	CHARLEVOIX PUBLIC SCHOOLS	1,059.06
2505	CHARLEVOIX PUBLIC SCHOOLS	78.00
2506	CHARLEVOIX PUBLIC SCHOOLS	487.69
2507	CITY OF CHARLEVOIX - TAXES DUE	36,559.69
2508	RECREATIONAL AUTHORITY	9,150.79
Total 02/17/2015:		239,024.57
Grand Totals:		239,024.57

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT





SERVING NORTHERN MICHIGAN SINCE 1977

RECEIVED

FEB - 8 2015

CITY OF CHARLEVOIX

January 26, 2015

The Honorable Gabe Campbell
Mayor of the City of Charlevoix
210 State Street
Charlevoix, MI 49720

Dear Mayor Campbell:

The issue is pressing. One out of every four girls and one out of every six boys will be sexually abused before the age of 18. In Michigan, 40% of women have experienced some form of sexual violence, ranging from unwanted touching to forcible rape, since the age of 16. Last year, the Women's Resource Center of Northern Michigan (WRCNM) provided support services to 277 local primary and secondary survivors of sexual assault.

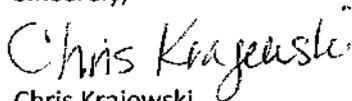
Communities across the country are declaring April to be Sexual Assault Awareness Month. The WRCNM will take part in activities to help educate community members in Charlevoix and other northern Michigan communities about sexual violence. Our goal is to honor the many survivors, raise awareness of local resources, as well as educate community members on the prevalence of this crime and actions we can take to help prevent it.

We would be honored if you sponsored an official proclamation to recognize April as "Sexual Assault Awareness Month in Charlevoix". Such a proclamation will emphasize your commitment to this important issue, as well as recognize the efforts of individuals who work to end this violence. I have enclosed a proclamation for your consideration.

Please contact me if you would like more information about sexual violence or our organization's efforts to prevent it. We would be happy to attend an upcoming meeting during which you announce and read the proclamation and answer any questions regarding the issue of sexual assault.

Thank you for your consideration. We appreciate your support and commitment to ending sexual violence.

Sincerely,



Chris Krajewski
Domestic Abuse and Sexual Assault Program Director
(231) 347-1572

Women's Resource Center of Northern Michigan, Inc.

423 Porter Street • Petoskey, MI 49770 • (231) 347-0067

FAX (231) 347-5805 • 24 H

Web Site: wrcnm.org

SEXUAL ASSAULT AWARENESS MONTH ~ APRIL 2015

WHEREAS, sexual assault affects women, children and men of all racial cultural and economic backgrounds; and

WHEREAS, in addition to the immediate physical and emotional costs, sexual assault may also have associated consequences of post-traumatic stress disorder, substance abuse, depression, homelessness, eating disorders and suicide; and

WHEREAS, sexual assault can be devastating for not only the survivor, but also for the family and friends of the survivor; and

WHEREAS, no one person, organization, agency or community can eliminate sexual assault on their own, but we can work together to educate our entire population about what can be done to prevent sexual assault, support victims/survivors and their significant others and increase support for agencies providing services to victims/survivors; and

WHEREAS, Sexual Assault Awareness Month provides an excellent opportunity for citizens to learn more about preventing sexual violence before it can start and to show support for the numerous organizations and individuals who provide critical advocacy, services and assistance to sexual assault survivors; and

WHEREAS, The City of Charlevoix strongly supports the efforts of national, state, and local partners, and of every citizen, to actively engage in public and private efforts to prevent sexual violence. It's time for all of us to start conversations, take appropriate action and support one another to create a safer environment for all.

NOW, THEREFORE BE IT RESOLVED, that I, Gabe Campbell, Mayor of the City of Charlevoix, support efforts to eliminate sexual assault and hereby declare April 2015 to be in our city

Sexual Assault Awareness Month

Dated this 1th day of April, 2015.

Mayor Gabe Campbell
City of Charlevoix

Charlevoix County law enforcement recognized

Posted by [Gena](#) on Wednesday, 19 November 2014 in [Local News](#)

Printed: 4:27:10 PM



Under Sheriff Charles (Chuck) Vondra, (second from left) received the Excellence in Service Award for Charlevoix County. The award, presented by the Women's Resource Center of Northern Michigan (WRCNM), recognizes Vondra's work in promoting domestic violence victim safety and offender accountability. Also pictured are (from left) Allen Telgenhof, Charlevoix County Prosecuting Attorney; Vondra; Jen Rashleigh-Houser, WRCNM Counselor/Advocate; Charlevoix County Sheriff Don Schneider; and Libby Mikulski, Victim Advocate/Witness Coordinator with the Charlevoix County Prosecuting Attorney's Office.

Under Sheriff Charles Vondra is the recipient of the Women's Resource Center of Northern Michigan (WRCNM) 2014 Excellence in Service Award for Charlevoix County. The award recognizes five law enforcement officers in each of the counties served by the WRCNM who promote domestic violence victim safety and offender accountability.

"I am extremely honored to have been selected for this award and I'd like to thank the Women's Resource Center for the recognition," said Vondra after receiving the award. "While I'm extremely honored, the important thing is to bring awareness and to ultimately end domestic violence."

"Under Sheriff Vondra was instrumental in the creation and adoption of our Charlevoix County Law Enforcement Domestic Violence and Personal Protection Order Policy," said Allen Telgenhof, Charlevoix County Prosecuting Attorney. "He has also been a leader on our Domestic Violence/Sexual Assault Task Force and an advocate for law enforcement training in the area of domestic violence."

Charlevoix County Sheriff Don Schneider also praised Vondra's work, "Chuck gives 110% all the time. He's certainly a great advocate for victims of any kind."

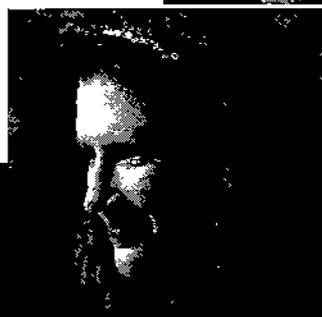
Jen Rashleigh-Houser, a WRCNM counselor/advocate who works with survivors of domestic abuse, said Vondra's work is exemplary. "I have heard from many clients who have worked with Chuck about how great he was in meeting their needs quickly and with an eye on their safety. They have felt very supported by him," said Rashleigh-Houser. "He really is an asset to our community and doesn't hesitate to get involved."

Those receiving awards were selected by WRCNM counselor/advocates who provide support services and advocacy for domestic abuse survivors and also work in cooperation with law enforcement in Antrim, Charlevoix, Cheboygan, Emmet and Otsego counties. Other award honorees for 2014 are: Deputy Mark McCool, Antrim County; Deputy Jeffrey Bur, Cheboygan County; Deputy Phil Copeland, Emmet County;

FYI -
Doing awards
to highlight
local
law enforcement

SEXUAL ASSAULT FACT SHEET

Adapted from National Sexual Violence Resource Center - visit nsvrc.org for more information



Sexual Violence Statistics

- One in six boys and one in four girls will experience a sexual assault before the age 18 (Dube et al., 2005).
- A majority of women who reported being raped at some point in their life (79.6%) experienced their first rape before the age of 25, and 42.2% experienced their first completed rape before the age of 18 years (Black et al., 2011).
- More than 25% of male victims in a national sample reported their first rape was when they were 10 years of age or younger (Black et al., 2011).
- Rape is far more extensive than reported in official statistics, and the majority of rapists are never apprehended (Carr & VanDeusen, 2004).

Sexual Violence Prevention

You can play a role in changing the underlying norms and culture that allows sexual violence. Traditional gender roles, power imbalances, and victim-blaming all contribute to sexual violence.

Be a part of the solution:

- Be a role model for respectful behavior to those around you.
- Talk with your children about healthy sexual development and personal boundaries.
- Intervene and speak up when you see inappropriate behavior. To better equip yourself in these situations, practice what you might say or do.
- Talk to someone from your local sexual assault center for more information.
- Invite them to speak in your schools, faith communities or workplaces.
- Learn more about sexual violence and share information with others.
- Learn about reporting suspected child abuse. Know what to do if you or someone you know suspects a child may be being abused.



**Women's Resource Center
of Northern Michigan, Inc.**

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Budget Amendment #1 for 2014-15
DATE: February 16, 2015
PRESENTED BY: Kelly McGinn, City Treasurer
ATTACHMENTS: 2014-15 Budget Amendment Detail and 2014-15 Budget Amendment Ordinance

BACKGROUND INFORMATION: The proposed budget amendment will keep the City's budget process in compliance with Public Act 202 and update the estimated year end budget for 2014-15 to our best estimate. The changes are outlined in the ordinance and the main reasons for the proposed changes are:

- DDA Fund Revenue: Rents & Royalties changed to add rents from the Round Lake Group for the 109 Bridge Park Drive brewery facility in the amount of \$1,166 to reflect the Commercial Lease Agreement.
- DDA Fund Expense: Contractual Service expense for 2014-15 was increased by \$3,600 for the Public Wi-Fi Project.
- PI #9 Industrial Park Fund 2014-15 for Other – Professional Services was increased by \$7400 for the Industrial Park Fiber Expansion Cabling

It takes 30 days for the ordinance to take effect and our fiscal year end is March 31, 2015.

RECOMMENDATION: Motion to approve the 2014-15 Budget Amendment Ordinance 769 of 2015 to stay in compliance with P.A. 202.

**CITY OF CHARLEVOIX
ORDINANCE NO. 769 OF 2015
2014-15 BUDGET AMENDMENT #1**

The Budget for the fiscal year beginning April 1, 2014 shall be amended for operating the City of Charlevoix. Ordinance # 764-2014, the Budget Appropriation Act of 2014-2015 is hereby amended as follows:

		Original Budget	Amended Budget	Net Change
General Fund	RV Total	3,718,700	3,446,668	(272,032)
Major Street Fund	RV Total	818,300	298,202	(520,098)
DDA Fund	EX Total	492,700	527,162	34,462
P#2 - Sewer Capital Fund - Tap In Fees	RV Total	11,000	6,100	(4,900)
P#6 - Infrastructure Improvements Fund	RV Total	457,500	451,109	(6,391)
P#7 - Street Improvements	RV Total	248,150	220,795	(27,355)
P#9 - Industrial Park Fund	RV Total	400	35	(365)
	EX Total	5,000	12,400	7,400
Sewer Fund	RV Total	5,355,700	4,206,213	(1,149,487)
Marina Fund	RV Total	724,100	713,931	(10,169)
	EX Total	1,366,700	1,403,254	36,554
Employee Fringe Benefit Fund	RV Total	2,312,500	2,283,507	(28,993)
	EX Total	2,116,200	2,203,350	87,150
Motor Pool Fund	EX Total	948,400	1,028,208	79,808
Perpetual Care Trust	RV Total	6,000	4,750	(1,250)

<u>Bad Debt Write-Offs</u>	
General Fund	39,726 ambulance
Motor Pool Fund	-
Electric Fund	12,407
Water Fund	1,628
Sewer Fund	1,963
2014-2015 TOTAL:	\$55,724
2013-14:	\$45,663
2012-13:	\$76,613
2011-12:	\$31,720
2010-11:	\$36,536

Ordinance # 769 was enacted on the 16th day of February, A.D. 2015, by the Charlevoix City Council as follows:

Motion by:

Second by:

YEAS:

NAYS:

ABSENT:

State of Michigan)
) ss
City of Charlevoix)

Joyce M. Golding

Clerk

Gabriel Campbell, Mayor

Mayor

CERTIFICATION

I, the undersigned, the Clerk of the City of Charlevoix, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of Ordinance No. 769 of 2015 adopted by the City Council of the City of Charlevoix, County of Charlevoix, State of Michigan, at a regular meeting held on February 16, 2015 and published in the *Charlevoix Courier* on February 20, 2015, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of the Michigan Public Acts of 1976.

Dated: 02/17/2015

Joyce M. Golding, Clerk

**CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY FUND
2015-16 BUDGET**

	2013-14 Actual	2014-15 Budget	2014-15 Est. Actual	2015-16 Budget
REVENUES				
CURRENT PROPERTY TAX	37,813	37,000	35,760	35,800
PROPERTY TAX - CAPTURE LOCAL	677,453	376,000	375,074	375,100
DELINQUENT PROPERTY TAX COLLECTED	(31)	-	59	-
PENALTY - PROPERTY TAX	-	200	15	-
FEDERAL / STATE / OTHER GRANTS	-	5,500	15,629	12,200
FARMERS MARKET INCOME	-	35,000	21,888	24,500
INTEREST EARNINGS	2,144	200	200	500
RENTS & ROYALTIES - SUNSHINE	7,500	5,000	5,000	1,000
RENTS & ROYALTIES - KEWEENAW	10,000	13,100	13,125	2,800
RENTS & ROYALTIES - BIBCO LEASE	23,966	24,900	24,898	25,900
RENTS & ROYALTIES - ROUND LAKE GROUP	-	-	1,166	17,600
MISCELLANEOUS & IWF REIMBURSEMENT	7,544	5,000	3,750	4,000
CONTRIBUTION - OTHER SOURCES	20,973	4,300	25,800	63,000
CONTRIBUTION - MAIN STREET	-	-	-	17,000
CONTRIBUTION - LIGHTING & HOLIDAY DECOR	6,055	-	800	1,200
CONTRIBUTION - PERFORMANCE PAVILION	850	2,000	4,053	3,500
TRANSFER FROM OTHER FUNDS	7,500	-	-	-
TOTAL REVENUES	\$ 801,766	\$ 508,200	\$ 527,216	\$ 584,100
EXPENSES				
SALARIES & WAGES	22,876	28,400	28,917	29,200
WAGES - ICMA	1,975	2,400	2,487	2,500
SALARIES & WAGES - TEMPORARY	891	2,000	2,800	2,000
EMPLOYEE FRINGE BENEFITS	18,206	22,400	22,975	22,800
OPERATING SUPPLIES	23,063	27,000	30,900	27,200
IWF MAINTENANCE	5,469	5,300	7,500	7,000
MARKETING & PROMOTIONAL SERVICES	22,627	22,000	30,350	56,100
MARKETING & PROMOTIONAL SVCS - FARMERS MKT	-	26,000	18,000	16,800
CONTRACTUAL SERVICES	18,132	6,300	18,012	16,900
LEGAL SERVICES	375	500	300	500
TELEPHONE	1,123	900	992	1,000
CONFERENCE & TRAVEL	3,273	3,500	7,200	4,000
PRINTING & PUBLISHING	2,814	400	1,500	500
INSURANCE & BONDS	120	2,800	1,400	1,500
PARK EQUIPMENT	23,228	4,300	16,500	17,500
REFUNDS - PROPERTY TAX & TIFA	10,953	11,000	9,032	5,500
MAINTENANCE - BRIDGE PARK BUILDING	-	1,500	1,000	1,000
MISCELLANEOUS	5,551	1,000	2,297	300
MISCELLANEOUS - MAIN STREET	-	-	-	5,000
CAPITAL PROJECT - PROFESSIONAL SERVICES	-	-	-	-
CAPITAL PROJECT - CONTRACTUAL SERVICES	-	-	-	-
BOND ISSUANCE COSTS	-	-	-	-
DEBT SERVICE PAYMENTS	-	-	-	-
BOND PRINCIPAL - BRIDGE PARK (LTGO, ACT 99)	285,000	-	-	-
INTEREST EXPENSE - BONDS	9,975	-	-	-
PAYING AGENT FEES	-	-	-	15,000
LIBRARY CONTRIBUTION	-	-	-	-
TRANSFER TO OTHER FUNDS (MARINA)	300,000	325,000	325,000	331,200
TOTAL EXPENSES	\$ 755,651	\$ 492,700	\$ 527,162	\$ 563,500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 46,115	\$ 15,500	\$ 54	\$ 20,600
YEAR END BALANCES				
FUND BALANCE / NET POSITION BEGINNING OF YEAR	4,465,305	4,509,503	4,621,960	4,622,015
CHANGE IN FUND BALANCE / NET POSITION	156,655	15,500	54	20,600
FUND BALANCE / NET POSITION	\$ 4,621,960	\$ 4,525,003	\$ 4,622,015	\$ 4,642,615
CASH & INVESTMENTS	\$ 667,483	\$ 658,385	\$ 667,537	\$ 688,137

CITY OF CHARLEVOIX
PI #9 INDUSTRIAL PARK FUND
2015-16 BUDGET

	2013-14 Actual	2014-15 Budget	2014-15 Est. Actual	2015-16 Budget
REVENUES				
FEDERAL REVENUES	-	-	-	-
STATE GRANT	-	-	-	36,000
INTEREST EARNINGS	34	400	35	30
TAP IN FEES - SS SEWER @ MARION CTR	500	-	-	-
TOTAL REVENUES	\$ 534	\$ 400	\$ 35	\$ 36,030
EXPENSES				
OTHER FUNCTIONS	4,696	5,000	12,400	5,000
CAPITAL OUTLAY	-	-	-	42,000
TRANSFER TO ELECTRIC	-	-	-	34,500
TOTAL EXPENSES	\$ 4,696	\$ 5,000	\$ 12,400	\$ 81,500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (4,162)	\$ (4,600)	\$ (12,365)	\$ (45,470)
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	105,205	99,605	101,043	88,678
NET CHANGE IN FUND BALANCE	(4,162)	(4,600)	(12,365)	(45,470)
FUND BALANCE	\$ 101,043	\$ 95,005	\$ 88,678	\$ 43,208
CASH & INVESTMENTS	\$ 101,043	\$ 95,005	\$ 88,678	\$ 43,208

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Public Hearing and Consideration to Adopt Budget Ordinance for the 2015-16 Budget

DATE: February 16, 2015

PRESENTED BY: Kelly McGinn, City Treasurer

ATTACHMENTS: Proposed 2015-16 Budget Ordinance with minor changes since the introduction

BACKGROUND INFORMATION: City Council needs to have the public hearing for the 2015-16 Budget, which also sets the tax millage rates to support the budget. The budget needs to be in place prior to the start of the City's new fiscal year beginning on April 1, 2015. It takes 30 days for an ordinance to take effect.

RECOMMENDATION: The Mayor and City Council need to hold the public hearing for the proposed millage rates and the proposed 2015-16 Budget as advertised. It is then up to City Council to decide if it is ready to adopt the budget, using the proposed language:

Motion to approve 2015-16 Budget Ordinance #770 of 2015, including the sixteen changes listed in the February 16, 2015 City Council agenda item .

CHANGES: The following changes have been made since the original budget documents were provided:

Budget Summary

- 1) Highlights & Changes of Note: 2015-2016 Budget was inadvertently left out of the original Budget Summary. This replaces S-6 which was a duplicate copy of S-8.
- 2) Updated S-8 to include the following changes:
 - a. Airport: an increase of \$500 in car rents revenue and an increase in fuel truck leasing fee expense by \$5,700.

- b. Water: a decrease of \$6,000 in expenses for the high service pump that will not be purchased.
 - c. DDA: Rents & Royalties were changed to add rents from the Round Lake Group for the 109 Bridge Park Drive brewery facility in the amount of \$17,600. Other expenses increased to account for the Library Contribution of \$15,000.
- 3) Updated S-13 to reflect the changes mentioned above in item 2.

Capital Summary

- 4) Revised C-4 to include a \$15,000 library contribution for 2015-16. Also removed footnote [2].

Budget Details

- 5) D-41 "Rents & Royalties" was changed so the first two sentences are to read "...is slightly higher than 2014-2015. This is due to entering into a lease agreement with Round Group, LLC for 109 Bridge Park Dr. brewery facility."
- 6) The DDA budget on D-43 was modified:
- a. Added DDA Fund Revenue: Rents & Royalties from the Round Lake Group for the 109 Bridge Park Drive brewery facility in the amount of \$17,600. Please note that 2014-15 Estimated Rents & Royalties were also modified to reflect the Commercial Lease Agreement in the amount of \$1,166.
 - b. DDA Fund Expense: Contractual Service estimated expense for 2014-15 was increased by \$3,600 for the Public Wi-Fi Project.
 - c. Library Contribution for Debt Service wording was changed to "Library Contribution" and this 2015-16 Budget was increased to \$15,000.
- 7) Added \$15,000 to D-44 for 2015-16 Library Contribution and removed footnote [2].
- 8) Modified the DDA 6-year projection on D-45 to include the additional revenue of \$17,600 in rents from the brewery facility. The Library expense was also modified to include the \$15,000 in Library Contributions.
- 9) D-58 wording was changed under "Expenses: Current Budget" starting with the word "Additionally, an estimated \$7,400 will be spent on..."
- 10) D-60 PI #9 Industrial Park Fund 2014-15 Estimated Actual for Other – Professional Services was increased by \$7,400 for the Industrial Park Fiber Expansion Cabling.

- 11) D-65 cash balance wording was changed to \$57,763 under the "Fund Balance and Future Fund Projections:" heading to match the Airport budget on page D67.
- 12) D-67 and D-68 include the changes discussed in item 2 above: an increase of \$500 in car rents revenue and an increase in fuel truck leasing fee expense by \$5,700.
- 13) D-85, D-86, & D-87 include changes discussed in item 2 above: a decrease of \$6,000 in expenses for the high service pump that will not be purchased. D-85 forecasted ending balance was changed to \$75,456 and D-86 and D-87 water treatment plant expenses changed to \$560,900 for 2015-16 budget.
- 14) The schedule of airport parking rates on D-113 for Daily, Overnight, and Weekly will remain at the current rates.
- 15) The schedule of recreation rates on D-122 for the Proposed Skating Rink rates were modified to \$2 for the daily fee and ice skate rental.
- 16) D-125 Millage rates were modified to add County Parks and County Veterans.

**CITY OF CHARLEVOIX
ORDINANCE NO. 770 of 2015
BUDGET APPROPRIATION ACT**

THE CITY OF CHARLEVOIX ORDAINS:

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

THEREFORE, BE IT RESOLVED, that the revenues and expenditures for the fiscal year commencing on April 1, 2015 and ending March 31, 2016 are hereby appropriated on a fund level basis (a detailed breakdown by activity level can be found in the Budget Details document) as summarized by the following:

GENERAL FUND

REVENUE:	TOTAL REVENUES:	\$3,988,100 =====
EXPENSE:	TOTAL EXPENSE:	\$3,988,100 =====

BE IT FURTHER RESOLVED, that the City Council of the City of Charlevoix does hereby levy a tax of 11.1093 mills (9.05 mills operating and 2.0593 mills infrastructure) for the period of April 1, 2015 through March 31, 2016 on all real and eligible personal property in the City of Charlevoix according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Charlevoix and for infrastructure improvements, and is levied pursuant to Section 8.1, Article VIII of the City Charter; and

BE IT FURTHER RESOLVED, that the City Council does hereby levy a tax not to exceed 1.3631 mills for the period April 1, 2015 through March 31, 2016 on all real and eligible personal property in the Downtown Development District, according to the valuation of the same within the district; and

BE IT FURTHER RESOLVED, that the City Council does hereby levy a tax not to exceed 1 mill for the period April 1, 2015 through March 31, 2016 on all real and eligible personal property in the City of Charlevoix, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of rubbish collection and other related services provided citizens allowed by the act, and is levied pursuant to Michigan Public Act 213 of 1969; and

BE IT FURTHER RESOLVED, that the City Council does hereby approve the following budgets for the period April 1, 2015 through March 31, 2016 in the amounts set forth below by fund:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENSE</u>
Major Street Fund	\$1,179,605	\$1,178,600
Local Street Fund	118,693	115,300
Electric Fund	8,049,200	8,049,200
Sewer Fund	9,942,700	9,942,700
Water Fund	1,636,400	1,636,400
Marina Fund	1,354,300	1,354,300
Airport Fund	3,158,300	1,753,500
Downtown Development Auth	584,100	563,500
Employee Fringe Benefit	2,283,400	2,242,300
Motor Vehicle Fund	1,084,500	1,084,500
Perpetual Care Trust Fund	10,000	10,000
Fire/Ambulance Fund	76,500	0
Sewer Tap-in Fund*	8,100	0
Northside/Southside Sewer Fund*	100	0

BE IT FURTHER RESOLVED, That the City Council does hereby approve the following budgets for the period April 1, 2015 through March 31, 2016 in the amounts set forth below by fund:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENSE</u>
Major Street Fund	\$1,179,605	\$1,178,600
Local Street Fund	118,693	115,300
Electric Fund	8,049,200	8,049,200
Sewer Fund	9,942,700	9,942,700
Water Fund	1,636,400	1,636,400
Marina Fund	1,354,300	1,354,300
Airport Fund	3,158,300	1,753,500
Downtown Development Auth	584,100	563,500
Employee Fringe Benefit	2,283,400	2,242,300
Motor Vehicle Fund	1,084,500	1,084,500
Perpetual Care Trust Fund	10,000	10,000
Fire/Ambulance Fund	76,500	0
Sewer Tap-in Fund*	8,100	0
Northside/Southside Sewer Fund*	100	0
Infrastructure Improvement	703,600	703,600
Road Improvements	270,100	270,100
Public Works Site Fund	187,500	4,000
Industrial Park Fund	81,500	81,500
Mt. McSauba Recreation Fund	5,700	4,000

* These funds are part of the Sewer Fund.

Infrastructure Improvement	703,600	703,600
Road Improvements	270,100	270,100
Public Works Site Fund	187,500	4,000
Industrial Park Fund	81,500	81,500
Mt. McSauba Recreation Fund	5,700	4,000

* These funds are part of the Sewer Fund.

Ordinance # 770 was enacted on the 16th day of February, A.D. 2015, by the Charlevoix City Council as follows:

Motion by:

Second by:

YEAS:

NAYS:

ABSENT:

State of Michigan)
) ss
City of Charlevoix)

Joyce M. Golding

Clerk

Gabriel Campbell

Mayor

CERTIFICATION

I, the undersigned, the Clerk of the City of Charlevoix, Charlevoix County, Michigan, do hereby certify that the foregoing is a true and complete copy of Ordinance No. 770 of 2015 adopted by the City Council of the City of Charlevoix, County of Charlevoix, State of Michigan, at a regular meeting held on February 16, 2015 and published in the *Charlevoix Courier* on February 20, 2015, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of the Michigan Public Acts of 1976.

Dated: 02/17/2015

Joyce M. Golding, Clerk

Highlights & Changes of Note: 2015-2016 Budget

BUDGET:

- Property tax values - estimated flat, no final numbers available, they could go up some. There are encouraging of new construction in the community that will eventually increase taxable value. We are budgeting conservat and will recognize any property valuation increases in May 2015.

- The General Fund Reserve balance drops to \$932,695, or about 25% of the General Fund Budget.

TAXES:

- Millage rate is unchange with a total mill levy of 12.1093 mills.
 - Operating millage is 9.05 mills - unchanged
 - Infrastructure millage is 2.0593 - unchanged
 - Refuse millage is 1.000 - unchanged
- No forecasted Taxable Value increase
- No additional TV added for new construction, the budget uses the same TV as last year

STATE OF MICHIGAN:

- State Revenue - The budget assumes a slight increase in State Revenue Sharing. The budget also includes \$314,000 in State funding for the construction of the Lake to Lake Trail in the General Fund Parks division.

GENERAL FUND:

- \$432,932 increase in Proposed Budget revenue vs 2014-15 Estimated Revenue (12.6% increase) This increase is from the \$314,000 State grant for the Lake to Lake Trail and a \$116,600 transfer from Infrastructure to fund the City's share of that construction. Additional revenue is provided by increases expected from Day Camp, Ski Hill, Parking revenue, green's fees, and a Chx. Twp. contribution to the Lake to Lake Trail.
- +14.14% in General Fund Expense (+\$501,600) (Proposed Budget compared to 14-15 Estimated Budget)
- Main areas of increased spending are mostly in Parks for the Lake to Lake Trail.

OTHER CHANGES:

- Fringe benefit rates for permanent, full time employees was decreased by an additional 1% to 77%. The Fringe Benefit Fund is well funded and could sustain a lower contribution to cover lower costs in the future for the MERS Pension benefits.
- Projects were still deferred to future years because of the lack of growth in tax revenue. A list of projects which need to be completed but that have been deferred are included in the detail budget book.

DEBT REDUCTION:

- DDA East Park bonds are to be paid off in 2026-27.
- Act 99 Airport terminal loan has been paid off. While the State airport loan has one payment to go.
- LTGO Marina Bonds are a 20 year issue through 2026 and have a call provision in 2018.
- \$31,930 is proposed to be paid on the Electric fund advance to Marina Fund for \$700,000 used to complete East Park & the Marina Project.
- \$11,125 is proposed to be paid on the Electric fund advance to the Airport Fund for \$200,000 used to purchase fuel and take over operations at the Airport.

MAJOR CAPITAL SPENDING:

- Total major capital expenditures for the following projects:
(Projects Over \$50,000)

Wastewater Treatment Plant improvements (total estimated project cost)	\$7,376,000
Airport Apron	1,726,000
Infrastructure Project State Street Major Street Fund	1,262,700
Lake to Lake Trail inspection and construction	584,000
Motor Pool major capital purchases	352,500
Wastewater Collection System (SAW Grant)	340,000
Park Ave decorative street lights	105,600
LED street light upgrades and replacements	100,000
Pine River Lane Water Upgrade	93,500
Engineering for capital projects - Electric	93,000
Industrial Park Fiber Optic Project	76,500
Water Treatment Plant Filter Media Replacement	76,300
12kv 3 Upgrades	75,000
Water Treatment Plant Roof Replacement	70,000

Total Major Capital Projects:

\$12,331,100

CITY OF CHARLEVOIX, MICHIGAN
2015-2016 Proposed BUDGET
REVENUE AND EXPENSE SUMMARY - ALL FUNDS
 February 6, 2015

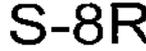
Must update from all funds

	GENERAL FUND	MAJOR STREET	LOCAL STREET	AIRPORT	ELECTRIC	SEWER	WATER	MARINA	DDA	PERPETUAL CARE	TOTAL	2014-15
REVENUES												
Taxes	2,193,000								410,900		\$2,603,900	\$2,664,300
Licenses & Permits	4,000										4,000	4,200
State & Federal Grants	891,900	829,505	78,693	700	7,104,182	306,000	923,200	388,710	12,200		1,918,988	1,208,000
Charges for Services	693,200			1,368,700	35,000	1,781,900	6,000		24,500	4,000	12,288,392	11,394,200
Fines & Forfeits	21,200				21,355	700	200				69,400	81,100
Interest & Rents	124,200			47,500				100	47,800	750	242,605	239,500
Other	14,500			1,644,400	3,500	7,380,500	63,400		88,700		9,195,000	3,607,500
Fund Transfers	137,600	350,100	40,000	97,000	89,500	109,800	280,900	331,200			1,396,100	1,247,000
Appropriation-Surplus	108,500				815,663	356,600	382,700	634,290		5,250	2,303,003	2,539,900
TOTAL REVENUES:	\$3,988,100	\$1,179,605	\$118,693	\$3,158,300	\$8,049,200	\$9,942,700	\$1,636,400	\$1,354,300	\$584,100	\$10,000	\$30,021,398	\$22,985,700

	GENERAL FUND	MAJOR STREET	LOCAL STREET	AIRPORT	ELECTRIC	SEWER	WATER	MARINA	DDA	PERPETUAL CARE	TOTAL	2014-15
EXPENDITURES												
Legislative	41,700										\$41,700	\$43,700
General Government	588,900										588,900	589,000
Public Safety	1,115,900										1,115,900	1,173,300
Public Works	233,600	248,500	115,300	1,352,900					217,300	10,000	2,177,600	2,094,600
Health & Welfare	387,600										387,600	405,900
Recreation & Culture	1,518,900										1,746,400	1,538,900
Capital Outlay		930,100		86,300	470,500	7,825,800	316,200		227,500		9,626,900	4,978,900
Debt Service				19,300	6,821,600	248,000			441,800		709,100	467,700
Electric						1,169,100					6,821,600	6,793,000
Sewer											1,169,100	1,060,000
Water							1,081,600				1,081,600	1,060,000
Fund Transfers	50,700			10,000	232,100	39,800	3,600	25,000	331,200		692,400	589,000
Other	50,800							2,500	15,000		68,300	35,300
Depreciation				285,000	525,000	660,000	235,000	657,500			2,362,500	1,904,100
TOTAL EXPENSES:	\$3,988,100	\$1,178,600	\$115,300	\$1,753,500	\$8,049,200	\$9,942,700	\$1,636,400	\$1,354,300	\$563,500	\$10,000	\$28,591,600	\$22,623,000

EXPENSES AS % OF TOTAL-ALL FUNDS

14% 4% 0% 6% 28% 35% 6% 5% 2% 0% 100%
 Net Change in Budget from Prior Year: 26.38%
 \$5,968,600



Downtown Development Authority
Debt Service Schedule

Project	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Debt Retirement - Marina Project LTGO 2006 [1]	441,395	451,195	460,195	468,395	480,795	487,195	502,795
Library contribution [2]	15,000	30,000	30,000	30,000	30,000	30,000	30,000
TOTALS:	456,395	481,195	490,195	498,395	510,795	517,195	532,795

[1] All bond payments for LTGO 2006 will be made from the Marina Fund, so the DDA will transfer the debt service less \$100,000 each year to the Marina Fund.

FEDERAL/STATE/OTHER GRANTS - STATE REVENUE - OTHER was unbudgeted in 2014-15 but will be budgeted for in 2015-2016 at the amount of \$10,600 for reimbursement of PPT loss.

RENTS & ROYALTIES is slightly higher than 2014-15. This is due to entering into a lease agreement with Round Group, LLC for the 109 Bridge Park Dr. brewery facility. The dockage fees for the Keweenaw Excursions and Sunshine Charters will not be income for the DDA and will be recognized in the Marina Fund.

CONTRIBUTIONS – OTHER includes park furniture donations at \$17,500 which is higher than normal. This is revenue from donations and takes into account an anticipated contribution from the Schuiling Foundation for additional seating on top of the Harbormaster Building.

CONTRIBUTIONS – OTHER - CONTRIBUTIONS PRIVATE SOURCES is budgeted at \$45,500 and includes revenues from the Bridge Drop and Craft Beer Festival as well as donations for the public mural.

CONTRIBUTIONS – MAIN STREET is budgeted at \$17,000. This is a new line item and will only be collected if the DDA is accepted into the Select Level of the Michigan Main Street Program.

EXPENSES: CURRENT BUDGET

OPERATING SUPPLIES, MARKETING & PROMOTIONAL SERVICES, CONTRACTUAL SERVICES, CONFERENCE & TRAVEL and PRINTING & PUBLISHING are all expected to be over budget.

PARK EQUIPMENT was \$12,200 over budget due to the purchase of six park benches that were paid for by private donations. This pushed the overall budget to \$524,062 and will require a budget amendment.

MARKETING & PROMOTIONAL SVCS – FARMERS MARKET was \$8,000 under budget and correlates to the token sales and farmer reimbursement mentioned in the farmer's market sales revenue line item.

**CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY FUND
2015-16 BUDGET**

	2013-14 Actual	2014-15 Budget	2014-15 Est. Actual	2015-16 Budget
REVENUES				
CURRENT PROPERTY TAX	37,813	37,000	35,760	35,800
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FEDERAL / STATE / OTHER GRANTS	-	5,500	15,829	12,200
FARMERS MARKET INCOME	-	35,000	21,888	24,500
INTEREST EARNINGS	2,144	200	200	500
RENTS & ROYALTIES - SUNSHINE	7,500	5,000	5,000	1,000
RENTS & ROYALTIES - KEWEENAW	10,000	13,100	13,125	2,800
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CONTRIBUTION - OTHER SOURCES	20,973	4,300	25,800	63,000
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CONTRIBUTION - LIGHTING & HOLIDAY DECOR	6,055	-	800	1,200
CONTRIBUTION - PERFORMANCE PAVILION	850	2,000	4,053	3,500
TRANSFER FROM OTHER FUNDS	7,500	-	-	-
TOTAL REVENUES	\$ 801,766	\$ 508,200	\$ 527,216	\$ 584,100

EXPENSES				
SALARIES & WAGES	22,876	26,400	26,917	29,200
WAGES - ICMA	1,975	2,400	2,487	2,500
SALARIES & WAGES - TEMPORARY	891	2,000	2,800	2,000
EMPLOYEE FRINGE BENEFITS	18,208	22,400	22,975	22,800
OPERATING SUPPLIES	23,063	27,000	30,900	27,200
IWF MAINTENANCE	5,469	5,300	7,500	7,000
MARKETING & PROMOTIONAL SERVICES	22,627	22,000	30,350	56,100
MARKETING & PROMOTIONAL SVCS - FARMERS MKT	-	26,000	18,000	16,800
CONTRACTUAL SERVICES	18,132	6,300	18,012	16,900
LEGAL SERVICES	375	500	300	500
TELEPHONE	1,123	900	992	1,000
CONFERENCE & TRAVEL	3,273	3,500	7,200	4,000
PRINTING & PUBLISHING	2,814	400	1,500	500
INSURANCE & BONDS	120	2,800	1,400	1,500
PARK EQUIPMENT	23,228	4,300	16,500	17,500
REFUNDS - PROPERTY TAX & TIFA	10,953	11,000	9,032	5,500
MAINTENANCE - BRIDGE PARK BUILDING	-	1,500	1,000	1,000
MISCELLANEOUS	5,551	1,000	2,297	300
MISCELLANEOUS - MAIN STREET	-	-	-	5,000
CAPITAL PROJECT - PROFESSIONAL SERVICES	-	-	-	-
CAPITAL PROJECT - CONTRACTUAL SERVICES	-	-	-	-
BOND ISSUANCE COSTS	-	-	-	-
DEBT SERVICE PAYMENTS				
BOND PRINCIPAL - BRIDGE PARK (LTGO, ACT 99)	285,000	-	-	-
INTEREST EXPENSE - BONDS	9,975	-	-	-
PAYING AGENT FEES	-	-	-	15,000
LIBRARY CONTRIBUTION	-	-	-	-
TRANSFER TO OTHER FUNDS (MARINA)	300,000	325,000	325,000	331,200
TOTAL EXPENSES	\$ 755,651	\$ 492,700	\$ 527,162	\$ 563,500

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 46,115	\$ 15,500	\$ 54	\$ 20,600
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YEAR END BALANCES				
FUND BALANCE / NET POSITION BEGINNING OF YEAR	4,465,305	4,509,503	4,621,960	4,622,015
CHANGE IN FUND BALANCE / NET POSITION	156,655	15,500	54	20,600
FUND BALANCE / NET POSITION	\$ 4,621,960	\$ 4,525,003	\$ 4,622,015	\$ 4,642,615

CASH & INVESTMENTS	\$ 667,483	\$ 658,385	\$ 667,537	\$ 688,137
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Downtown Development Authority
Debt Service Schedule

Project	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Debt Retirement - Marina Project LTGO 2006 [1]	441,395	451,195	460,195	468,395	480,795	487,195	502,795
Library contribution [2]	15,000	30,000	30,000	30,000	30,000	30,000	30,000
TOTALS:	456,395	481,195	490,195	498,395	510,795	517,195	532,795

[1] All bond payments for LTGO 2006 will be made from the Marina Fund, so the DDA will transfer the debt service less \$100,000 each year to the Marina Fund.

CITY OF CHARLEVOIX
DOWNTOWN DEVELOPMENT AUTHORITY FUND
6 YEAR PROJECTION

	2015-16 Budget	2016-17 Projection	2017-18 Projection	2018-19 Projection	2019-20 Projection	2020-21 Projection	
REVENUES							
CURRENT PROPERTY TAX	35,800	35,979	36,159	36,340	36,521	36,704	[1]
PROPERTY TAX-CAPTURE LOCAL	375,100	376,976	378,860	380,755	382,658	384,572	[1]
PENALTY - PROPERTY TAX	-	500	500	500	500	500	
FEDERAL / STATE / OTHER GRANTS	12,200	5,000	5,000	5,000	5,000	5,000	
FARMERS MARKET INCOME	24,500	24,990	25,490	26,000	26,520	27,050	[3]
INTEREST	500	5,881	5,445	4,916	4,305	3,666	[2]
RENTS & ROYALTIES	47,300	43,862	44,861	45,894	46,963	48,070	
BOND SALE	-	-	-	-	-	-	
MISCELLANEOUS	4,000	5,000	5,000	5,000	5,000	5,000	
CONTRIBUTION FROM PRIVATE SOURCES	84,700	44,000	44,000	44,000	44,000	44,000	
TRANSFER FROM OTHER FUNDS	-	-	-	-	-	-	
TOTAL REVENUES	\$ 584,100	\$ 542,188	\$ 545,314	\$ 546,404	\$ 551,467	\$ 554,561	
EXPENSES							
SALARIES & WAGES	29,200	29,784	30,380	30,987	31,607	32,239	[3]
WAGES - ICMA	2,500	2,550	2,601	2,653	2,706	2,760	[3]
SALARIES & WAGES - TEMPORARY	2,000	2,040	2,081	2,122	2,165	2,208	[3]
EMPLOYEE FRINGE BENEFITS	22,800	23,240	24,008	24,488	25,294	25,800	
OPERATING SUPPLIES	27,200	27,744	28,299	28,865	29,442	30,031	[3]
IWF MAINTENANCE	7,000	7,140	7,283	7,428	7,577	7,729	[3]
MARKETING & PROMOTIONAL SVCS	56,100	60,000	60,000	60,000	60,000	60,000	
MARKETING & PROMOTIONAL SVCS - FARMERS MKT	16,800	17,136	17,479	17,828	18,185	18,549	[3]
CONTRACTUAL SERVICES	16,900	17,238	17,583	17,934	18,293	18,659	[3]
LEGAL SERVICES	500	1,000	1,000	1,000	1,000	1,000	
TELEPHONE	1,000	1,020	1,040	1,061	1,082	1,104	[3]
CONFERENCE & TRAVEL	4,000	4,080	4,162	4,245	4,330	4,416	[3]
PRINTING & PUBLISHING	500	510	520	531	541	552	[3]
INSURANCE & BONDS	1,500	1,530	1,561	1,592	1,624	1,656	[3]
PARK EQUIPMENT	17,500	17,850	18,207	18,571	18,943	19,321	[3]
REFUNDS - PROPERTY TAX & TIFA	5,500	5,500	5,500	5,500	5,500	5,500	
MAINTENANCE - BRIDGE PARK BUILDING	1,000	1,000	1,000	1,000	1,000	1,000	
MISCELLANEOUS	300	300	300	300	300	300	
MISCELLANEOUS - MAIN STREET	5,000	5,000	5,000	5,000	5,000	5,000	
DEBT SERVICE	-	-	-	-	-	-	
LIBRARY CONTRIBUTION	15,000	30,000	30,000	30,000	30,000	30,000	
TRANSFER TO OTHER FUNDS (MARINA)	331,200	331,195	340,195	348,395	350,795	357,195	[4]
TOTAL EXPENSES	\$ 563,500	\$ 585,857	\$ 598,198	\$ 609,502	\$ 615,384	\$ 625,020	
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 20,600	\$ (43,668)	\$ (52,883)	\$ (61,098)	\$ (63,917)	\$ (70,458)	
YEAR END BALANCES							
FUND BALANCE / NET POSITION BEGINNING OF YEAR	4,622,015	4,642,615	4,598,946	4,546,063	4,484,965	4,421,048	
CHANGE IN FUND BALANCE / NET POSITION	20,600	(43,668)	(52,883)	(61,098)	(63,917)	(70,458)	
FUND BALANCE / NET POSITION	\$ 4,642,615	\$ 4,598,946	\$ 4,546,063	\$ 4,484,965	\$ 4,421,048	\$ 4,350,590	
CASH & INVESTMENTS	\$ 688,137	\$ 644,469	\$ 591,566	\$ 530,487	\$ 466,571	\$ 396,113	

Assumptions:

- | | | |
|--|--------------------|------|
| [1] Assumes 0% increase in TV 2014-15, 0.5% after | Tax inflation rate | 0.5% |
| [2] Assumes 1% interest for cash balances over \$100,000 | Interest rate | 1.0% |
| [3] Inflation at 2% | Inflation rate | 2.0% |
| [4] Debt service amount for the Marina / East Park bond issue paid by the DDA Fund. | | |
| Equals total debt service amount less the amount contributed by the Marina, which is \$120k annually through 2018-19 and \$130k annually in 2019-20 and 2020-2021. | | |

**PUBLIC IMPROVEMENT FUND
PI #9, INDUSTRIAL PARK FUND**

The Industrial Park Fund is set up to provide for industrial promotion activities and to further the promotion and expansion of industrial jobs in the community. Revenues for this fund were derived from the sale of industrial lots which have all been sold.

REVENUES: CURRENT BUDGET

The Fund's revenues in the current budget are under due to interest earnings.

PROPOSED BUDGET

Revenues have increased by \$36,000 due to a USDA grant to pay for underground fiber optic installation in the Industrial Park.

EXPENSES: CURRENT BUDGET

The OTHER FUNCTIONS is for dues to participate in the Northern Lakes Economic Alliance and provide funding for industrial promotion and marketing the City as a great place to start a business. Additionally, an estimated \$7,400 will be spent on consulting to explore the possibility of building a fiber broadband network in the Industrial Park.

PROPOSED BUDGET

There is a CAPITAL OUTLAY expenditure of \$42,000 to pay for the cost of the underground fiber optic installation. The lion's share of the trenching and conduit installation will be performed by the Electric Department with the Industrial Fund reimbursing them for their work which is an estimated \$34,500.

The budget proposes \$5,000 in OTHER FUNCTIONS for the same types of services purchased in the past year – NLEA and industrial promotion.

FUND BALANCE AND FUTURE FUND PROJECTIONS:

The budget projects a fund balance of approximately \$43,208. The fiber optic project will be a strong step to improving needed telecommunication demands required by current and future businesses. The remaining funds

CITY OF CHARLEVOIX
 PI #9 INDUSTRIAL PARK FUND
 2015-16 BUDGET

	2013-14 Actual	2014-15 Budget	2014-15 Est. Actual	2015-16 Budget
REVENUES				
FEDERAL REVENUES	-	-	-	-
STATE GRANT	-	-	-	36,000
INTEREST EARNINGS	34	400	35	30
TAP IN FEES - SS SEWER @ MARION CTR	500	-	-	-
TOTAL REVENUES	\$ 534	\$ 400	\$ 35	\$ 36,030
EXPENSES				
OTHER FUNCTIONS	4,696	5,000	12,400	5,000
CAPITAL OUTLAY	-	-	-	42,000
TRANSFER TO ELECTRIC	-	-	-	34,500
TOTAL EXPENSES	\$ 4,696	\$ 5,000	\$ 12,400	\$ 81,500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (4,162)	\$ (4,600)	\$ (12,365)	\$ (45,470)
YEAR END BALANCES				
FUND BALANCE BEGINNING OF YEAR	105,205	99,605	101,043	88,678
NET CHANGE IN FUND BALANCE	(4,162)	(4,600)	(12,365)	(45,470)
FUND BALANCE	\$ 101,043	\$ 95,005	\$ 88,678	\$ 43,208
CASH & INVESTMENTS	\$ 101,043	\$ 95,005	\$ 88,678	\$ 43,208

a close look at all staffing issues and believes operations and customer service levels can be met with only two full-time employees.

SALARIES AND WAGES TEMPORARY are proposed to increase and include both seasonal and part-time employees for airport operations.

EMPLOYEE FRINGE BENEFITS are up due to increases in salary costs.

AVIATION FUEL is budgeted to be \$50,000 less based upon some cost saving ideas that may be implemented.

FUEL TRUCK LEASE is up. This cost was originally rolled into the overall cost of fuel. For better tracking of this expense, we are creating an additional line item to better account for the expense.

CAPITAL OUTLAY APRON PROJECT has increased and includes a \$86,300 transfer from PI-6 for matching funds on the Apron Project.

DEBT SERVICE is down due to making the last payment on a State of Michigan loan in the current year. The remaining Act 99 Loan will be retired in 2015.

LEGAL FEES, TELEPHONE, CONFERENCE AND TRAVEL, and PRINTING AND PUBLISHING are all estimated lower.

TRANSFER TO ELECTRIC is budgeted at \$10,000. This payment of principal to the Electric Fund for the advance on the fuel purchase from the FBO and various updates required by the changeover from the FBO.

FUND BALANCE AND FUTURE FUND PROJECTIONS:

The cash balance is projected at \$57,763, up from a projected \$7,600 at the end of 2014-15.

We will need to continue to actively manage this fund for the future. The Airport Manager has quickly come up with many cost saving ideas that should assist the City in balancing revenues with expenditures. Personnel costs are the main expense and need to be looked at each and every year. We attempt each year to "right size" staffing numbers to give the best customer service while cognizant of budgetary limitations. Even though the overall revenue and expenditure numbers are in the red, we are making substantial capital improvements into the airport each and every year. Additionally, be aware that the airport brings in an estimated \$20 million of benefits to the community each year. We plan to once again

CITY OF CHARLEVOIX
AIRPORT FUND
2015-16 BUDGET

	2013-14 Actual	2014-15 Budget	2014-15 Est. Actual	2015-16 Budget
REVENUES				
INTEREST EARNINGS	4	-	-	-
FEDERAL GRANTS	-	-	-	-
RENTS & ROYALTIES - AIRPORT PERMITS	18,237	20,000	18,000	18,000
RENTS & ROYALTIES - HANGAR RENTS	27,733	28,500	28,000	28,500
LAND LEASES	8,301	8,300	9,000	9,200
RENTAL CAR RENTS	400	1,000	500	1,000
STATE GRANTS	138	-	950	700
PARKING FEES	83,858	85,000	85,000	88,500
CONTRACT FUEL REIMBURSEMENT	662,158	625,000	625,000	625,000
FUEL FEES - RETAIL	398,614	450,000	425,000	450,000
INTO WING FEES	89,349	95,000	90,000	90,000
AFTER HOURS CALLOUT FEES	5,480	6,000	7,000	7,500
FUEL FLOWAGE FEES - FA IAW	26,907	30,000	27,500	30,000
FUEL SALES - NON-TAX	8,981	8,500	10,000	10,000
LANDING & RAMP FEES	45,430	50,000	48,000	50,000
GROUND SERVICES	-	-	360	8,500
CONTRIBUTED CAPITAL	209,000	-	608,000	1,639,700
CONTRIBUTIONS & DONATIONS	-	-	17,980	-
SALE OF FIXED ASSETS	-	-	-	-
REFUNDS & REBATES - INSURANCE	4,981	-	3,900	4,000
ADVANCE FROM ELECTRIC	-	-	-	-
TRANSFER FROM OTHER FUNDS	123,290	10,700	42,700	97,000
MISCELLANEOUS	1,791	700	500	700
TOTAL REVENUES	\$ 1,716,653	\$ 1,418,700	\$ 2,047,400	\$ 3,158,300

EXPENSES				
SALARIES & WAGES - FULL TIME	81,116	78,200	85,148	81,300
WAGES - ICMA	7,363	7,200	7,932	7,500
SALARIES & WAGES - TEMPORARY	88,869	79,800	94,924	97,700
EMPLOYEE FRINGE BENEFITS	77,412	73,000	81,434	77,300
OFFICE SUPPLIES	2,843	2,500	3,900	2,500
EQUIPMENT MAINT & REPAIR	7,339	10,000	13,000	15,000
UNIFORMS & PPE	134	1,500	1,000	1,000
AVIATION FUEL	1,002,282	1,000,000	950,000	950,000
DIESEL FUEL	-	-	9,500	9,500
FUEL - HOLIDAY GAS STATION	-	-	1,000	1,000
FUEL TRUCK LEASE	-	-	7,000	22,500
FUEL MASTER PUMP REPAIRS	-	-	300	100
FUEL TRUCK REPAIRS	-	-	800	800
PROFESSIONAL SERVICES	4,100	2,200	2,170	2,200
CONTRACTUAL SERVICES	5,963	10,000	10,000	11,600
LEGAL FEES	3,206	2,000	1,000	1,000
TELEPHONE	3,229	4,000	1,734	1,500
CONFERENCE & TRAVEL	1,811	2,500	1,000	800
INSURANCE & BONDS	9,633	10,400	8,164	9,600
HANGAR REPAIRS	-	-	600	1,800
UTILITIES	31,229	32,000	32,100	33,100
TERMINAL BLDG REPAIR & GROUNDS	5,757	2,000	4,000	4,000
SRE BLDG & HANGERS REPAIR & MAINT	383	2,000	3,500	3,200
EQUIPMENT RENTAL	39	500	500	500
DUES & MEMBERSHIPS	120	400	415	100
PRINTING & PUBLISHING	1,144	2,000	1,300	1,300
MISCELLANEOUS	1,229	1,000	2,000	1,500
CREDIT CARD PROCESSING FEE	14,207	20,000	15,000	15,000
REFUNDS & REBATES	(45)	-	-	-
MACHINERY & EQUIPMENT	-	-	200	500
CAPITAL OUTLAY - APRON GRANT	-	-	32,000	86,300
DEBT SERVICE - PRINCIPAL (MDOT, Act99)	0	28,100	28,096	17,200
DEBT SERVICE - INTEREST (MDOT, Act99)	5,262	3,300	3,332	2,100
GRANT MATCH TO STATE	-	-	-	-
DEPRECIATION	285,000	280,000	280,000	285,000
TRANSFER TO ELECTRIC	-	50,000	10,000	10,000
TOTAL EXPENSES	\$ 1,639,615	\$ 1,704,600	\$ 1,693,947	\$ 1,753,500

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 77,037	\$ (285,900)	\$ 353,453	\$ 1,404,800
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YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	5,379,881	5,155,097	5,456,918	5,810,371
CHANGE IN NET POSITION	77,037	(285,900)	353,453	1,404,800
NET POSITION	\$ 5,456,918	\$ 4,869,197	\$ 5,810,371	\$ 7,215,171

CASH & INVESTMENTS	\$ 200	\$ 49,544	\$ 7,663	\$ 57,763
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CITY OF CHARLEVOIX
AIRPORT FUND
6 YEAR PROJECTION

	2015-16 Budget	2016-17 Projection	2017-18 Projection	2018-19 Projection	2019-20 Projection	2020-21 Projection
REVENUES						
INTEREST EARNINGS	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-
RENTS & ROYALTIES - AIRPORT PERMITS	18,000	18,270	18,544	18,822	19,105	19,391
RENTS & ROYALTIES - HANGAR RENTS	28,500	28,928	29,361	29,802	30,249	30,703
LAND LEASES	9,200	9,200	9,200	9,200	9,200	9,200
RENTAL CAR RENTS	1,000	1,000	1,000	1,000	1,000	1,000
STATE GRANTS	700	-	-	-	-	-
PARKING FEES	88,500	89,828	70,700	71,761	72,837	73,929
FUEL FEES	1,212,500	1,230,688	1,249,148	1,267,885	1,286,903	1,306,207
TIE DOWN/LANDING FEES	58,500	59,378	60,268	61,172	62,090	63,021
CONTRIBUTED CAPITAL	1,639,700	-	-	-	-	-
SALE OF FIXED ASSETS	-	-	-	-	-	-
ADVANCE FROM ELECTRIC	-	-	-	-	-	-
TRANSFER FROM OTHER FUNDS	97,000	10,700	10,700	10,700	10,700	10,700
MISCELLANEOUS	700	-	-	-	-	-
TOTAL REVENUES	\$ 3,158,300	\$ 1,447,990	\$ 1,448,921	\$ 1,470,342	\$ 1,492,083	\$ 1,514,151
EXPENSES						
SALARIES & WAGES - FULL TIME	81,300	82,926	84,585	86,276	88,002	89,762
WAGES - ICMA	7,500	7,650	7,650	7,650	7,650	7,650
SALARIES & WAGES - TEMPORARY	97,700	99,654	101,647	103,680	105,754	107,869
EMPLOYEE FRINGE BENEFITS	77,300	78,801	81,223	82,847	85,384	87,092
OFFICE SUPPLIES	2,500	2,500	2,500	2,500	2,500	2,500
EQUIPMENT MAINT & REPAIR	15,000	10,800	10,800	10,800	10,800	10,800
UNIFORMS & PPE	1,000	2,000	2,020	2,040	2,061	2,081
FUEL EXPENSES	983,900	998,659	1,013,638	1,028,843	1,044,276	1,059,940
PROFESSIONAL SERVICES	2,200	3,000	3,000	3,000	3,000	3,000
CONTRACTUAL SERVICES	11,600	11,716	11,833	11,951	12,071	12,192
LEGAL FEES	1,000	1,010	1,020	1,030	1,041	1,051
TELEPHONE	1,500	1,515	1,530	1,545	1,561	1,577
CONFERENCE & TRAVEL	800	808	816	824	832	841
INSURANCE & BONDS	8,600	8,686	8,773	8,861	8,949	9,039
INSURANCE CLAIMS	1,800	1,800	1,800	1,800	1,800	1,800
UTILITIES	33,100	33,100	15,000	15,000	15,000	15,000
TERMINAL BLDG REPAIR & GROUNDS	4,000	4,000	4,000	4,000	4,000	4,000
HANGER BLDG REPAIR & MAINT	3,200	3,200	3,200	3,200	3,200	3,200
EQUIPMENT RENTAL	500	-	-	-	-	-
DUES & MEMBERSHIPS	100	-	-	-	-	-
PRINTING & PUBLISHING	1,300	1,000	1,000	1,000	1,000	1,000
MISCELLANEOUS	1,500	1,000	1,000	1,500	1,000	1,000
CREDIT CARD PROCESSING FEE	15,000	15,000	15,225	15,453	15,685	15,920
MACHINERY & EQUIPMENT	500	500	500	500	500	500
CAPITAL OUTLAY	86,300	-	-	-	-	-
DEBT SERVICE	19,300	-	-	-	-	-
REPAYMENT OF ADVANCE FROM ELECTRIC	10,000	26,400	26,150	25,900	25,650	40,400
GRANT MATCH TO STATE	-	-	-	-	-	-
DEPRECIATION	285,000	300,000	300,000	300,000	300,000	300,000
TOTAL EXPENSES	\$ 1,753,500	\$ 1,695,725	\$ 1,698,910	\$ 1,720,202	\$ 1,741,715	\$ 1,778,213
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 1,404,800	\$ (247,735)	\$ (249,989)	\$ (249,861)	\$ (249,632)	\$ (264,062)
YEAR END BALANCES						
NET POSITION BEGINNING OF YEAR	5,810,371	7,215,171	6,967,436	6,717,447	6,467,587	6,217,955
CHANGE IN NET POSITION	1,404,800	(247,735)	(249,989)	(249,861)	(249,632)	(264,062)
NET POSITION	\$ 7,215,171	\$ 6,967,436	\$ 6,717,447	\$ 6,467,587	\$ 6,217,955	\$ 5,953,893
CASH & INVESTMENTS	\$ 57,763	\$ 110,028	\$ 160,039	\$ 210,179	\$ 260,547	\$ 296,485

Assumptions:

Interest Rate	0.5%
Inflation	1.0%
Wages	2.0%
Growth	1.5%
Fuel Increase	1.5%
Fuel Cost	1.5%

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CAPITAL IMPROVEMENTS includes Contract Engineering/Administration costs for State Street, \$222,800 for State Street water line upgrades, and \$93,500 for Pine River Lane water upgrades.

FUND BALANCE AND FUTURE FUND PROJECTIONS:

Due to \$196,289 in grant monies to reimburse the City for water line freezes this fund's cash balance is projected to be much healthier than anticipated. The forecasted ending balance is \$75,456. With successive cold and wet summers this fund has greatly underperformed our predictions and will need regular rate increases to achieve a healthier fund balance. Additionally, with sewer charges going up dramatically each year for at least three years, residents will try and conserve water to lower sewer costs. The fund will need to be very careful with their spending to stay in a positive cash balance situation.

The incremental increases planned for the fund should keep it in healthy shape as shown in the 6 year plan. The plant is over 20 years old and we are starting to see some larger repair bills than in the past. Building a cash reserve to handle these bills is smart financial planning, but is subject to big swings in water sales due to weather and conservation by customers. We are concerned about the decline in the cash balance and the proposed budget reductions which cuts some maintenance items from the proposed budget. These will catch up with us if we are not able to fund them in future year's budgets. The 5% rate increase will move the fund in a more positive direction but a rainy summer and fall with low consumption could leave us with little cash and another year of deferring items that really need attention.

**CITY OF CHARLEVOIX
WATER FUND
2015-16 BUDGET**

	2013-14 Actual	2014-15 Budget	2014-15 Est. Actual	2015-16 Budget
REVENUES				
STATE & FEDERAL GRANTS	-	-	196,299	-
WATER SERVICES-TAP INS	1,468	2,500	3,500	3,500
WATER SERVICES-READ-O-MATIC	7,992	1,200	1,000	1,200
WATER SERVICES-MISC	5,584	8,000	4,500	5,000
WATER SALES	860,566	902,600	870,000	913,500
INTEREST EARNINGS	404	1,300	500	200
DISCOUNTS FORFEITED	5,970	6,000	5,500	6,000
TRANSFER FROM MOTOR POOL	-	-	-	-
TRANSFER FROM INFRASTRUCTURE	94,661	142,400	5,000	230,900
TRANSFER FROM STREET IMPROVEMENT	-	-	-	30,000
MISCELLANEOUS	15,999	5,000	12,000	63,400
TOTAL REVENUES	\$ 992,645	\$ 1,069,000	\$ 1,098,299	\$ 1,253,700
EXPENSES				
TRANSMISSION & DISTRIBUTION	342,525	292,200	316,057	330,900
ACCOUNTING & ADMIN	211,839	179,800	189,888	189,800
WATER TREATMENT PLANT	343,747	467,600	393,467	560,900
CAPITAL IMPROVEMENTS	3,167	142,400	129,675	316,200
DEPRECIATION	226,257	223,600	230,000	235,000
FUND TRANSFERS	-	-	-	3,600
DEBT SERVICE	-	-	-	-
TOTAL EXPENSES	\$ 1,127,535	\$ 1,305,600	\$ 1,259,087	\$ 1,636,400
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (134,890)	\$ (236,600)	\$ (160,788)	\$ (382,700)
YEAR END BALANCES				
NET POSITION BEGINNING OF YEAR	4,864,482	4,746,343	4,729,592	4,568,804
CHANGE IN NET POSITION	(134,890)	(94,200)	(160,788)	(382,700)
NET POSITION	\$ 4,729,592	\$ 4,652,143	\$ 4,568,804	\$ 4,186,104
CHARTER RESERVE	75,000	75,000	75,000	75,000
UNRESTRICTED	78,944	43,516	148,156	456
CASH & INVESTMENTS	\$ 153,944	\$ 118,516	\$ 223,156	\$ 75,456

CITY OF CHARLEVOIX
WATER FUND
6 YEAR PROJECTION

	2015-16 Budget	2016-17 Projection	2017-18 Projection	2018-19 Projection	2019-20 Projection	2020-21 Projection
REVENUES						
WATER SERVICES-TAP INS	3,500	3,500	3,500	5,000	5,000	5,000
WATER SERVICES-READ-O-MATIC	1,200	1,000	1,000	1,500	1,500	1,500
WATER SERVICES-MISC	5,000	10,000	10,000	10,000	10,000	10,000
WATER SALES	913,500	959,175	1,007,134	1,057,490	1,110,365	1,165,883
INTEREST EARNINGS	200	755	940	1,795	2,995	4,514
MISC INCOME	69,400	6,400	6,400	6,400	6,400	6,400
TRANSFER FROM MCSAUBA/MOTOR POO	-	-	-	-	-	-
TRANSFER FROM INFRASTRUCTURE	230,900	-	-	-	-	-
TRANSFER FROM STREET IMPROVEMENT	30,000	-	-	-	-	-
TOTAL REVENUES	\$ 1,253,700	\$ 980,830	\$ 1,028,974	\$ 1,082,185	\$ 1,136,260	\$ 1,193,297
EXPENSES						
TRANSMISSION & DISTRIBUTION	330,900	302,097	309,313	315,499	323,030	329,491
ACCOUNTING & ADMIN	189,800	194,472	198,758	202,473	206,945	210,824
WATER TREATMENT PLANT	560,900	425,679	435,480	444,190	454,414	463,502
CAPITAL IMPROVEMENTS	316,200	40,000	-	-	-	-
DEPRECIATION	235,000	235,000	235,000	235,000	235,000	235,000
FUND TRANSFERS	3,600	-	-	-	-	-
DEBT SERVICE	-	-	-	-	-	-
TOTAL EXPENSES	\$ 1,636,400	\$ 1,197,248	\$ 1,178,551	\$ 1,197,162	\$ 1,219,389	\$ 1,238,817
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (382,700)	\$ (216,418)	\$ (149,576)	\$ (114,977)	\$ (83,129)	\$ (45,520)
YEAR END BALANCES						
NET POSITION BEGINNING OF YEAR	4,568,804	4,186,104	3,969,666	3,820,110	3,705,133	3,622,004
CHANGE IN NET POSITION	(382,700)	(216,418)	(149,576)	(114,977)	(83,129)	(45,520)
NET POSITION	\$ 4,186,104	\$ 3,969,686	\$ 3,820,110	\$ 3,705,133	\$ 3,622,004	\$ 3,576,484
CHARTER RESERVE	75,000	75,000	75,000	75,000	75,000	75,000
UNRESTRICTED	456	19,038	104,462	224,485	376,356	585,836
CASH & INVESTMENTS	\$ 75,456	\$ 94,038	\$ 179,462	\$ 299,485	\$ 451,356	\$ 640,836

Assumptions:

- Annual wage rate of 2%
- Fringe rate increases 77-79% over six years
- Inflation rate of 2%
- Interest rate of 1%

	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Rate Increases	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%

Charlevoix Municipal Airport

Schedule of Rates and Charges

	<u>Current</u>	<u>Proposed</u>
Land Lease Rates (per month, per square foot)	\$0.30	\$0.30
Access Rate for Through-the-Fence Operations (per square foot)	0.35	0.35
100LL Contract Fuel into Plane Fee (per gallon)	0.35	0.35
100LL Fuel Delivery Surcharge (Fuel Truck) (per gallon)	0.25	0.25
After Hours Call Out Fee (1st hour) - May-September	120.00	120.00
After Hours Call Out Fee (1st hour) - October-April	120.00	150.00
Additional Hours	100.00	100.00
Ground Power Unit (GPU) Connection (1 hour maximum)	60.00	75.00
Vehicle Parking Fees		
Daily	3.00	3.00
Overnight	5.00	5.00
Weekly	20.00	20.00
Monthly	60.00	60.00
6 Months	110.00	110.00
6 Months - Premium	200.00	200.00
Annual	200.00	200.00
Annual - Premium	365.00	365.00
Commercial Operations		
On-Airport Rental Car Service (per year)	Set By Contract	Set By Contract
Aircraft Servicing, Maintaining & Repairing (per year)	500.00	500.00
Catering Service	100.00	100.00
On-Airport Part 135 Operator (per year)	3,600.00	3,600.00
Off-Airport Part 135 Operator (per year)	10,000.00	10,000.00
* Fee will be the same as On-Airport 135 Operator until sufficient terminal space is available		
Parachuting & Jump Schools (per year)	2,500.00	2,500.00

D-113R

City of Charlevoix, Michigan

Recreation Rates

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Mt. McSauba Ski Hill				
Weeknight Daily	\$10.00	\$15.00	\$10.00	\$15.00
Weekend Daily	13.00	18.00	13.00	18.00
Season Pass: 1 Person	110.00	165.00	130.00	199.00
Each Additional Family Member	60.00	60.00	70.00	80.00
Ski Team Pass	50.00	60.00	60.00	60.00
Equipment Rental				
D downhill Skis or Snowboard	10.00	12.00	10.00	12.00
Cross Country Skis or Snowshoes (8 hour rental)	5.00	8.00	5.00	8.00
Cross Country Skis or Snowshoes (24 hour rental)	10.00	12.00	10.00	12.00
Lessons				
Group Ski or Snowboard Lessons (per person)	40.00	45.00	45.00	50.00
Group Ski or Snowboard Lessons with Rental (per person)	50.00	55.00	55.00	60.00
Individual Ski or Snowboard Lessons with Rental (1/2 hour)	25.00	30.00	25.00	30.00
Individual Ski or Snowboard Lessons with Rental (1 hour)	35.00	40.00	35.00	40.00
Skating Rink				
Daily Fee	5.00	5.00	2.00	2.00
Season Pass	10.00	15.00	50.00	50.00
Ice Stakes Rental	5.00	5.00	2.00	2.00

D-122R

CITY OF CHARLEVOIX
Millage Rates

SUMMER	2008	2009	2010	2011	2012	2013	2014
County of Charlevoix County Allocated	4.5288	4.7000	4.7000	4.7000	4.7000	4.7000	4.7000
City of Charlevoix City Operating	9.0500	9.0500	9.0500	9.0500	9.0500	9.0500	9.0500
Infrastructure	2.1028	2.1028	2.1028	2.0593	2.0593	2.0593	2.0593
Refuse PA 213	1.0000	1.0000	1.0000	0.9000	0.9000	0.9000	1.0000
	<u>12.1528</u>	<u>12.1528</u>	<u>12.1528</u>	<u>12.0093</u>	<u>12.0093</u>	<u>12.0093</u>	<u>12.1093</u>
Charlevoix Public Schools Local School Tax	18.0000	18.0000	18.0000	18.0000	18.0000	18.0000	18.0000
Sinking Fund							
School Bond 2011	1.2800	1.4500	1.9000	2.0800	1.9000	1.9000	1.9000
School Bond 2008	1.5700	1.4000	0.9500	0.7700	1.0200	0.9250	0.8750
School Bond 2012						0.0900	0.1400
	<u>20.8500</u>	<u>20.8500</u>	<u>20.8500</u>	<u>20.8500</u>	<u>20.9200</u>	<u>20.9150</u>	<u>20.9150</u>
State of Michigan State Education Tax (SE)	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
SUMMER TOTALS							
Homestead	25.5316	25.7028	25.7028	25.5593	25.6293	25.6243	25.7243
Non-Homestead	43.5316	43.7028	43.7028	43.5593	43.6293	43.6243	43.7243
WINTER							
County of Charlevoix County Allocated							
Transit	0.2408	0.2500	0.2500	0.2500	0.2500	0.2500	0.2500
Recycle	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500
Senior Citizen	0.4000	0.4000	0.4000	0.4000	0.4000	0.6500	0.6500
Grandvue	0.7464	0.7464	0.7464	0.7500	0.7500	0.7500	0.7500
Grandvue Bond	0.5400	0.5400	0.5400	0.1750	0.1750	0.0000	0.0000
County Roads		1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
County Parks							0.1500
County Veterans							0.1000
	<u>2.0772</u>	<u>3.0864</u>	<u>3.0864</u>	<u>2.7250</u>	<u>2.7250</u>	<u>2.6000</u>	<u>3.0500</u>
Charlevoix District Library Operating 97	1.0779	0.4440	0.4440	0.4440	0.4440	0.4440	0.4440
Operating 04		0.6339	0.6339	0.6339	0.6339	0.6339	0.6339
Debt - Bond	0.4000	0.6200	0.7900	0.7400	0.7400	0.7600	0.7600
	<u>1.4779</u>	<u>1.6979</u>	<u>1.8679</u>	<u>1.8179</u>	<u>1.8179</u>	<u>1.8379</u>	<u>1.8379</u>
Recreational Authority	0.3271	0.3271	0.3271	0.3271	0.3271	0.3271	0.3333
Charlevoix-Emmet ISD Allocated 2004	0.1942	0.2000	0.2000	0.2000	0.2000	0.2000	0.2000
Spec Ed 1964	0.6713	0.6713	0.6713	0.6713	0.6713	0.6713	0.6713
Spec Ed 2004	1.1600	1.1600	1.1600	1.1600	1.1600	1.1600	1.1600
Voc Ed 2006	0.7468	0.7468	0.7500	0.7500	0.7500	0.7500	0.7500
	<u>2.7723</u>	<u>2.7781</u>	<u>2.7813</u>	<u>2.7813</u>	<u>2.7813</u>	<u>2.7813</u>	<u>2.7813</u>
WINTER TOTALS	<u>6.6545</u>	<u>7.8895</u>	<u>8.0627</u>	<u>7.6513</u>	<u>7.6513</u>	<u>7.7463</u>	<u>8.0025</u>
ANNUAL TOTALS							
Homestead	32.1861	33.5923	33.7655	33.2106	33.2806	33.3706	33.7268
Non-Homestead	50.1861	51.5923	51.7655	51.2106	51.2806	51.3706	51.7268
DDA	1.3631	1.3631	1.3631	1.3631	1.3631	1.3631	1.3631
Homestead w/DDA	33.5492	34.9554	35.1286	34.5737	34.6437	34.7337	35.0899
Non-Homestead w/DDA	51.5492	52.9554	53.1286	52.5737	52.6437	52.7337	53.0899
TAXABLE VALUES							
Homestead	73,116,686	77,190,792	77,190,792	79,044,516	79,044,516	79,044,516	78,120,115
Non-Homestead	165,913,611	172,155,301	172,155,301	158,347,901	158,347,901	158,347,901	160,352,104
	<u>239,030,297</u>	<u>249,346,093</u>	<u>249,346,093</u>	<u>237,392,417</u>	<u>237,392,417</u>	<u>237,392,417</u>	<u>238,472,219</u>
IFT Taxable Value	4,557,524	4,477,650	4,477,650	3,081,784	3,081,784	3,081,784	3,081,784
	<u>243,587,821</u>	<u>253,823,743</u>	<u>253,823,743</u>	<u>240,474,201</u>	<u>240,474,201</u>	<u>240,474,201</u>	<u>241,554,003</u>
DDA TAXABLE VALUES							
Homestead	839,842	732,526	732,526	1,853,017	2,006,343	2,551,237	2,163,935
Non-Homestead	30,750,652	31,262,892	31,262,892	26,159,347	25,741,012	25,349,423	25,183,219
	<u>31,590,494</u>	<u>31,995,418</u>	<u>31,995,418</u>	<u>28,012,364</u>	<u>27,747,355</u>	<u>27,900,660</u>	<u>27,327,154</u>
DDA Capture TV	21,877,056	22,270,867	18,773,135	18,267,813	18,021,804	18,176,109	17,488,235
DDA Capture \$\$ SUMME	622,145	104,673	575,567	564,603	558,981	561,127	293,965
DDA Capture \$\$ WINTF	109,554	115,427	124,020	121,867	110,312	116,326	81,109
DDA Capture \$\$ TOTAL	<u>731,699</u>	<u>220,100</u>	<u>699,587</u>	<u>686,470</u>	<u>669,293</u>	<u>677,453</u>	<u>375,074</u>
STATE EQUALIZED VALUE (SEV)							
City of Charlevoix	339,342,200	334,882,350	277,742,000	306,356,100	306,356,100	306,356,100	306,356,100
DDA	42,064,600	40,078,100	32,210,700	32,474,900	32,474,900	32,474,900	32,474,900

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: ForeUp Golf Management Software

DATE: February 16, 2015

PRESENTED BY: Tom Heid and Tom Kirinovic

ATTACHMENTS: ForeUp Contract

BACKGROUND INFORMATION: The ForeUp Management Software with a Tee Time Reservation System is a powerful application that allows for customers to reserve golf tee times online. In recent years, customers have been asking to reserve tee times in the pro shop or in an online application. At this time, the Charlevoix Golf Club does not have the computer support to reserve tee times.

The ForeUp application is a cloud based system that requires no downloads, no servers, and no backups. ForeUp Golf will allow for the Charlevoix Golf Club to capture customer's email and phone numbers, providing the Golf Course the opportunity to market itself. ForeUp will create a new website that is interactive and easy for customers to use.

This application will provide a full reporting of sales and an inventory management system. This system will reduce the number of hours required of Golf Course staff to do inventory and other administrative functions. ForeUp is an easy to use system that will provide the Charlevoix Golf Club much needed modernization.

RECOMMENDATION:

It is the recommendation of Staff that City Council authorize the City Manager to sign a contract with ForeUp Golf. The ForeUp system will help improve the customer experience at the Charlevoix Golf Club.

Motion: To authorize the City Manager to enter into a contract with ForeUp Golf for the next 24 months in which ForeUp Golf will receive two tee time trades/day as payment.

LICENSE AGREEMENT

This License Agreement (this "*Agreement*") is made and entered into effective as of the 18th day of February, 2015 (the "*Effective Date*"), by and between Golf Compete, Inc., a Delaware corporation doing business as Licensor ("*Licensor*") and Charlevoix Golf Club in Charlevoix, MI (the "*Course*," also referred to herein as "*Licensee*").§

Services: foreUP Software & Website Services

Tee Sheet	Online Booking
Point of Sale	Email Marketing
Customer Database	Inventory Management
Text Marketing	Gift Cards
Punch Cards	Receivings
Suppliers	Dynamic Pricing
Professional Designed Website	Mobile App
Set Up	24/7 Support/Updates

Payment: 2 tee time trades/day (Section 5)

Agreement Period: 24 Months (Section 9)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives as of the Effective Date.

LICENSOR:

GOLF COMPETE, INC.,
DBA FOREUP

LICENSEE:

CHARLEVOIX GOLF CLUB

By: _____
Name: Joel Ragar
Title: CEO
Date:

By: _____
Name:
Title:
Date:

Golf Course Agreement

NOW, THEREFORE, in consideration of the foregoing and upon the terms and conditions set forth below, the parties hereto agree as follows:

1. DEFINITIONS.

“Approved Locations” means Charlevoix Golf Club’s and Licensor’s website and mobile applications.

“Improvement” means any improvement made by either of the parties hereto, bug fixes, modification, enhancement or any other derivative work of the Licensed Technology created after the Effective Date.

“Licensee’s Business” means Licensee’s operation and management of the Course.

“Licensed Technology” means the Software and the Materials.

“Materials” means any instructions, manuals or other documentation and materials, including, without limitation, source code for the Software and related comments, white papers, error reports and help files, related to the development, installation, maintenance or use of the Software existing as of the Effective Date.

“Software” means Licensor’s proprietary software product, including both source code and executable format, in the version that exists as of the Effective Date that is designed to offer one retail product at a time via a web interface which displays the next product in the database queue upon the trigger of a definable event. The term “Software” also includes Improvements and custom modifications to the Materials.

2. LICENSE.

2.1 License Grant. Licensor hereby grants to Licensee a non-exclusive, year-to-year, nontransferable, worldwide license to use the Licensed Technology.

2.2 Approved Locations. Licensee shall use the Licensed Technology only at the Approved Locations. Licensee may temporarily transfer the Licensed Technology to a different website for testing purposes but in no case for more than twenty-four (24) hours unless Licensee provides Licensor advance notice, in writing, identifying the location of the test site. Licensee acknowledges and agrees that it will purchase an additional license from Licensor if Licensee desires to use the Licensed Technology for commercial purposes on a different site. Any additional licenses required by Licensee will be entered into on terms and conditions

negotiated and specified in a separate license agreement between Licensor and Licensee.

2.3 Restrictions on Use. Licensee agrees to use the Licensed Technology only for Licensee’s Business, which may include use by the City of Charlevoix as the owner of the golf course. Licensee shall not (a) permit any non city parent, subsidiaries, affiliated entities or third parties to use or have access to the Licensed Technology, (b) process or permit to be processed the data of any other party captured through any site other than the Approved Locations, (c) permit any other party to create any data connections to the Software to use such data for the display, offer, or sale of any retail goods, except that Licensee shall be permitted to push data to third parties whose services are used to facilitate Licensee’s Business, which services may include, but are not limited to, merchant processing, product shipping, web analytics, state sales tax reporting or the like or (d) permit, give, or authorize any other party to possess the Licensed Technology source code or executable code, except that Licensee, its employees, and its software programming contractors are permitted to possess, view, and modify the Licensed Technology source code to debug or create Improvements to the Licensed Technology.

3. PROPRIETARY RIGHTS.

3.1 Licensor. Licensee acknowledges and agrees that as between Licensee and Licensor, except for the license granted under this Agreement, Licensor retains all right, title and interest in and to the Licensed Technology and any Improvement created by or for Licensor, including any Improvements created by Licensee after the Effective Date, and all copyright, trade secret, trademark, patent and other intellectual property rights therein.

3.2 General. Each party hereto hereby reserves all intellectual property rights not expressly granted hereunder. Except as expressly provided otherwise herein, this Agreement will not be construed to assign or transfer from either party hereto to the other party any intellectual property rights developed or acquired after the Effective Date.

4. TECHNICAL TRANSFER. Within three (3) days after the Effective Date, Licensor shall deliver to Licensee one (1) copy of the Licensed Technology in the format requested by Licensee.

5. LICENSE FEE.

In consideration of the license granted in Section 2.1, Licensor shall be allowed to retain the greens fees it collects for the first and second tee time booked and paid for each day during the term (as set forth in Section 9.1 below) through any of the Approved Locations (collectively the "License Fee"). With respect to the greens fees collected, Licensor shall be given discretion to (a) allow such tee times to be filled with between one (1) to four (4) players including cart fees and (b) discount the greens fees associated with that tee time as determined in its sole discretion. Licensor agrees to provide Licensee with a monthly report detailing the License Fees collected by Licensor pursuant to this Section 5 during the prior calendar month. Except for the License Fee, any amount collected by Licensor through the Approved Locations shall be remitted to Manager. In connection with the License Fee, Licensor will utilize commercially reasonable efforts to promote the Program, the Course and the Course's participation in the Program. The License Fee payable under this Section 5 is exclusive of, and Licensee shall pay and hold Licensor harmless from, any local, state or federal sales, use, value-added, excise or similar taxes that may be imposed by any jurisdiction (other than taxes on the net income of Licensor).

6. CONFIDENTIAL INFORMATION.

6.1 Obligations. The parties hereto acknowledge and agree that proprietary or nonpublic information disclosed by one party (the "**Disclosing Party**") to the other party (the "**Receiving Party**"), directly or indirectly, which information is marked as "proprietary" or "confidential" or, if disclosed orally, is designated as confidential or proprietary at the time of disclosure and is summarized in writing within thirty (30) days of disclosure, constitutes the confidential and proprietary information ("**Confidential Information**") of the Disclosing Party. The Receiving Party shall retain in confidence and not disclose to any third party any Confidential Information of the Disclosing Party without the Disclosing Party's express written consent, and the Receiving Party shall not use such Confidential Information except to exercise the rights and perform its obligations under this Agreement. Without limiting the foregoing, each party shall use at least the same procedures and degree of care which it uses to protect its own Confidential Information of like importance, and in no event less than reasonable care.

6.2 Exceptions. Notwithstanding the foregoing, Confidential Information will not include information to the extent that, in each case, such information, as demonstrated by written documentation:

(a) was already known by the Receiving Party, to the extent such information was so known by the Receiving Party without an obligation of confidentiality, at the time of disclosure hereunder;

(b) was generally available to the public or otherwise part of the public domain at the time of its disclosure to the Receiving Party hereunder;

(c) became generally available to the public or otherwise part of the public domain after its disclosure and other than through any act or omission of the Receiving Party in breach of this Agreement; or

(d) was subsequently lawfully disclosed to the Receiving Party after the Effective Date by a person other than a party or developed by the Receiving Party without reference to any information or materials disclosed by the Disclosing Party.

6.3 Required Disclosure. Nothing in this Agreement shall prohibit either party from disclosing Confidential Information of the other party if legally required to do so by statute (including the Freedom of Information Act) judicial or governmental order or by deposition, interrogatory, request for documents, subpoena, civil investigative demand or similar process in a judicial or governmental proceeding ("**Required Disclosure**"); provided that the disclosing party shall (a) give the other party prompt written notice of such Required Disclosure prior to disclosure, (b) cooperate with the other party in the event that it elects to contest such disclosure or seek a protective order with respect thereto and (c) in any event only disclose the exact Confidential Information, or portion thereof, specifically requested by the Required Disclosure.

6.4 No Licenses or Warranties for Confidential Information. All Confidential Information shall remain the property of the respective Disclosing Party. Except as otherwise provided in this Agreement, no license under any intellectual property right is granted or implied by the conveying of Confidential Information to Receiving Party. None of the Confidential Information which may be disclosed by Disclosing Party shall constitute any representation, warranty, assurance, guarantee, or inducement by Disclosing Party of any kind and, in particular, with respect to the non-infringement of any intellectual property rights, or other rights of third persons or of Disclosing Party.

6.5 Injunctive Relief. In the event of breach of this Section 5, the non-breaching party may have no adequate remedy at law and will be entitled to seek immediate injunctive and other equitable relief, without the necessity of showing actual money damages.

7. COVENANTS OF THE PARTIES.

7.1 The parties hereto covenant and agree with respect to the following matters during the term of this Agreement:

(a) No Restrictions on Other Activities. Except as otherwise specifically provided herein, neither party hereto is restricted from engaging into relationships with other clients or customers or from generating revenue from advertising on its website or mobile applications and, except as specifically provided herein, all revenues generated by each party will be retained by such party.

(b) Indemnification. Licensee agrees to defend, indemnify and hold harmless Licensor and its affiliates, officers, directors, agents and employees, from and against any claims, lawsuits, investigations, penalties, damages, losses or expenses arising out of or relating to the use by golfers of the Course, it being understood that the Manager is to bear all risks associated with Course conditions and risks associated with golfers playing the Course. Notwithstanding anything to the contrary herein, Licensee's indemnity liability shall be limited to and capped at the policy limits of any relevant insurance policies held by Licensee that apply to the claims, lawsuits, investigations, penalties, damages, losses or expenses. This indemnity shall not apply to any claims, lawsuits, investigations, penalties, damages, losses or expenses arising out of Licensor's own actions or inactions.

(c) Manager will provide Licensor with live access to the Course's tee sheet, so that users of Licensor's website and/or mobile applications can view available tee times at the Course by accessing such website and/or mobile applications.

7.2 **From Licensor.** Licensor makes the following representations and warranties to Licensee, each of which is true and correct as of the Effective Date and shall continue to be true and correct at all times during the term of this Agreement (as set forth in Section 9.1):

(a) No Conflicting Agreements. Licensor is not currently obligated nor will it assume any future obligation under any contract (including without limitation any license, covenant or commitment of any nature) or other agreement, instrument or arrangement that could conflict with its material obligations under this Agreement.

(b) Right to License. Licensor owns all right, title and interest in and to the Licensed Technology. Licensor has the full right to grant to Licensee the license granted under this Agreement, and Licensee's right to exercise such license will be unrestricted (except by the terms of the license). The Licensed Technology provided to Licensee under this Agreement is the most current version of the Licensed Technology and is comprehensive of all available materials related to the Software.

(c) No Infringement. The Licensed Technology does not and will not infringe or violate any copyright, trade secret, patent, trademark or other proprietary right of any third party. There are no liens, encumbrances or claims pending or threatened against Licensor or, to Licensor's knowledge, anyone else, that relate to the Licensed Technology.

7.3 **Warranty Disclaimer.** EXCEPT AS EXPRESSLY PROVIDED OTHERWISE IN THIS AGREEMENT, LICENSOR DOES NOT MAKE ANY OTHER WARRANTIES WHATSOEVER, EITHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, WITH RESPECT TO THE LICENSED TECHNOLOGY, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ALL SUCH WARRANTIES ARE HEREBY EXPRESSLY DISCLAIMED.

8. LEGAL RIGHTS.

8.1 **Limitation on Liability.** Licensor shall not be liable to Licensee for indirect, special, incidental, exemplary or consequential damages (including, without limitation, lost profits) related to this Agreement or resulting from Licensee's use or inability to use the Licensed Technology, arising from any cause of action whatsoever, including contract, warranty, strict liability or negligence, even if Licensor has been notified of the possibility of such damages. Likewise, Licensee shall not be liable for indirect, special incidental, exemplary or consequential damages (including, without limitation, lost profits) related to this Agreement arising from any cause of action whatsoever, including contract, warranty, strict liability or negligence, even if Licensee has been notified of the possibility of such damages.

8.2 **Limitation on Recovery.** Under no circumstances shall the liability of Licensor to Licensee, under this Agreement, exceed the License Fee paid by Licensee to Licensor under this Agreement. Likewise, under no circumstances shall the liability of Licensee to Licensor under this Agreement exceed the License Fee collected by Licensor under Paragraph 5. Licensor recognizes and agrees

that Licensee is not providing any promises, representation or warranties as to whether or not tee times will be booked using the Licensed Technology.

8.3 Indemnification. Licensor shall indemnify and hold harmless Licensee from and against any claims, including reasonable legal fees and expenses, based upon infringement of any United States copyright or patent by the Licensed Technology. Licensee agrees to notify Licensor of any such claim promptly in writing and to allow Licensor to control the proceedings. Licensee agrees to cooperate fully with Licensor during such proceedings. Licensor shall defend and settle at its sole expense all proceedings arising out of the foregoing. In the event of such infringement, Licensor may replace, in whole or in part, the Licensed Technology with a substantially compatible and functionally equivalent computer program or modify the Licensed Technology to avoid the infringement.

8.4 Prosecution of Infringers. During the term of this Agreement, Licensor and Licensee shall give each other written notice of any acts of infringement related to the Licensed Technology of which Licensor or Licensee has knowledge.

8.5 Sole Remedy. Licensor's performance under this Section 8 shall be Licensee's sole and exclusive remedy in the event of infringement or misappropriation of any copyright, patent, trademark, trade secret or any other intellectual property rights of any third party by the Licensed Technology.

9. TERM AND TERMINATION.

9.1 Term. This Agreement will be effective as of the Effective Date and will continue in full force and effect for a term of two (2) years ("**Expiration Date**"). Unless Licensee provides written notice of termination to Licensor at least sixty (60) days prior to the Expiration Date, this Agreement will automatically renew for an additional one (1) year term and will continue in full force and effect unless and until this Agreement is otherwise terminated as provided in Section 9.2 below. Licensee's obligation to pay the Licensee Fee for the one year extension becomes absolute fifty-nine (59) days prior to the then current Expiration Date.

9.2 Termination. Each party hereto shall have the right to terminate this Agreement and the license granted herein upon the occurrence the following events:

(a) In the event the other party hereto violates any material provision of this Agreement;

(b) In the event the other party hereto (i) terminates or suspends its business, (ii) becomes subject to any bankruptcy or insolvency proceeding under Federal or state statute, (iii) becomes insolvent or subject to direct control by a trustee, receiver or similar authority, or (iv) has wound up or liquidated, voluntarily or otherwise (together with 9.2(a), each an "**Event of Default**"); or

9.3 Notice and Opportunity to Cure. Upon the occurrence of an Event of Default, the non-defaulting party shall deliver to the defaulting party a Notice of Intent to Terminate that identifies in reasonable detail the Event of Default. If the Event of Default remains uncured for thirty (30) days, the non-defaulting party may terminate this Agreement and the license granted herein by delivering to the defaulting party a Notice of Termination that identifies the effective date of the termination, which date shall not be less than thirty (30) days after the date of delivery of the Notice of Intent to Terminate.

9.4 Procedure. Within ten (10) days after termination of the license, Licensee shall return to Licensor, at Licensee's sole expense, the Licensed Technology and all copies thereof, delete or destroy all other copies of the Licensed Technology, and deliver to Licensor a certification, in writing signed by an officer of Licensee, that the Licensed Technology has been returned, all copies deleted or destroyed, and its use discontinued.

10. GENERAL PROVISIONS.

10.1 Notices. Any notice to be given under this Agreement shall be in writing and may be effected by personal delivery or by e-mail or facsimile that provides confirmation of delivery, or by next day delivery through Federal Express or other reputable, overnight courier service, in each case delivered or addressed as set forth.

10.2 No Assignment. Neither this Agreement, nor any rights under this Agreement, may be assigned or otherwise transferred by either party, in whole or in part, whether voluntary, or by operation of law, without the prior written consent of the other party; however, Licensor may assign, without such consent, all its rights and obligations under this Agreement to a wholly-owned subsidiary, or to an entity that succeeds to substantially all of the business or assets of Licensor through merger, acquisition or similar transaction. Subject to the foregoing, this Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns.

10.3 Independent Contractors. In performing this Agreement, each of the parties will operate as, and have the status of, an independent contractor. This Agreement

does not create any agency, employment, partnership, joint venture, franchise or other similar or special relationship between the parties. Neither party will have the right or authority to assume or create any obligations or to make any representations, warranties or commitments on behalf of the other party or its affiliates, whether express or implied, or to bind the other party or its affiliates in any respect whatsoever.

10.4 Governing Law. This Agreement shall be governed by and construed under, and the legal relations between the parties hereto shall be determined in accordance with, the laws of the State of Michigan. The parties hereto hereby submit to the personal jurisdiction of, and agree that any legal proceeding with respect to or arising under this Agreement shall only be brought in federal and state courts located in Charlevoix County or the Western District of Michigan as the case may be.

10.5 Severability. If any provision of this Agreement or portion thereof is determined by a court of competent jurisdiction, or declared under any law, rule or regulation of any government having jurisdiction over the parties hereto, to be invalid, illegal or otherwise unenforceable, then such provision will, to the extent permitted by the court or government not be voided but will instead be construed to give effect to its intent to the maximum extent permissible under applicable law, and the remainder of this Agreement will remain in full force and effect according to its terms.

10.6 Entire Agreement; Modification; Waiver. This Agreement constitutes the entire agreement of the parties concerning its subject matter and supersedes any

and all prior or contemporaneous, written or oral negotiations, correspondence, understandings and agreements, between the parties respecting the subject matter of this Agreement. No supplement, modification or amendment to this Agreement shall be binding unless evidenced by a writing signed by the party against whom it is sought to be enforced. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

10.7 Non-Competition Covenant. During the term of this Agreement, and for a period of one (1) year thereafter, Licensee will not, and will cause the Course not to, undertake to develop or offer an on-line discount reservation system or a service based on the Licensed Technology to utilize social media to connect golfers, such as would compete with the Software and services offered by Licensor. Nothing in this Agreement shall prohibit Licensee from seeking similar services provided by Licensor or the Licensed Technology after this Agreement is no longer in effect.

10.8 Execution; Counterparts. This Agreement shall not be binding in whole or in part upon the parties unless and until duly executed by or on behalf of both parties hereto, in which event this Agreement shall be effective as of the Effective Date. This Agreement may be executed in counterparts, each of which shall be deemed to be an original instrument enforceable in accordance with its terms and all of which shall constitute but one and the same agreement of the parties.

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Consideration of Paddleworks Mobile Rental of Kayaks and Paddleboards at City Beaches

DATE: February 16, 2015

PRESENTED BY: Tom Kirinovic

ATTACHMENTS: Business Proposal
Kayak and Standup Paddleboard Agreement
Release of Liability

BACKGROUND INFORMATION: For the past two years, Schulman Paddleworks has had a successful business renting kayaks and standup paddleboards to local residents and visitors. Mr. Schulman is requesting to have a beach kayak/standup paddleboard mobile rental service at Depot Beach. The City's Department Heads have reviewed the proposal and selected an area at Depot Beach for Mr. Schulman. The City does not want to encroach on the Lake Charlevoix Mariner's area located on the north end of Depot Beach, so Staff is proposing that the mobile rental take place on the southern end of Depot Beach. Attached is the aerial of Depot Beach showing the Staff recommended area for the rental service. This area is not a designated swimming area.

Mr. Schulman's proposal states:

- The boats will be rented off a trailer and all boats will be removed from the park at the end of the day (5p.m.)
- He is proposing to have eight kayaks and six standup paddleboards, with the option to add more.
- He will provide the City with one million dollars of liability insurance, with the City named as co-insured.
- He plans to sell items such as waterproof bags/phone cases, sun hats, sunscreen, paddles and Paddleworks Clothing.

RECOMMENDATION:

The Recreation Department recommends signing a contract with Schulman Paddleworks.

Motion: To authorize Schulman Paddleworks to use the south end of Depot Beach to rent kayaks and paddleboards to beach patrons, with the conditions that they (1) provide the city with liability insurance, which names the City name as co-insured; (2) has its patrons sign a *Release of Liability* prior to renting the kayaks/paddleboards and (3) acquire all necessary licenses from the Clerk's office and (4) the mobile trailer must conform with the City's zoning ordinance and its sign regulations.

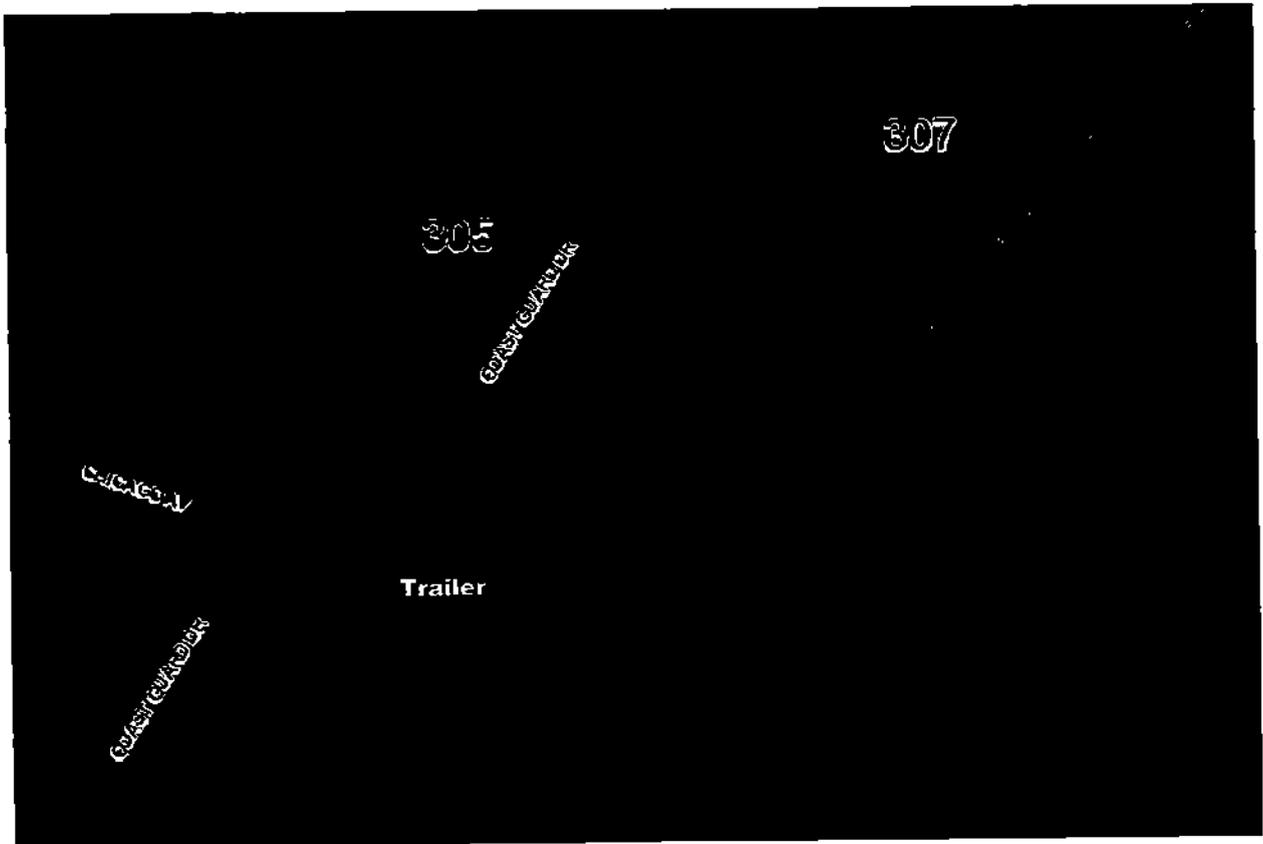
Business Proposal

Schulman Paddle Works Proposal - Depot Beach

Jack and Bill Schulman, of Schulman Paddleworks (204 Bridge Street)

I wish to make the following changes/additions to the 2015 business plan. This will be presented to City Council February 16, 2015:

1. 2 folding chairs---remove end of day
2. sign---some type of visible flag --remove each day
3. trailer with boats parked --remove each evening
4. truck--will be parked in lot after unhooking trailer



**CITY OF CHARLEVOIX
KAYAK AND STANDUP PADDLEBOARD AGREEMENT**

BACKGROUND

The City of Charlevoix (the City), 210 State Street, Charlevoix, MI 49720 and Schulman Paddle Works (the Company), 204 Bridge Street, Charlevoix, MI 49720, mutually agree to the terms listed below for operating a kayak and paddleboard rental company at the South end of the City-owned Depot Beach Park. This Agreement describes the rights and obligations of the parties.

THE PARTIES AGREE AS FOLLOWS:

1. **USE OF DEPOT BEACH.** The Company desires to operate a business on Depot Beach as the Company has done for the past two years. The stand up paddleboards and kayaks will be located along the fence by the Chicago Club and Depot Beach property boarder. The Company shall insure that all participants will not interfere with pedestrians, swimming or boating traffic.
2. **TIMING AND FREQUENCY OF USE.** Depot Beach is a public beach. The trailer will be located along the fence of the Chicago Club and Depot Beach property border. The rental stand will be open from 8am-5pm.
3. **FEES.** The City will charge **\$50.00 per month (June through August)** for the season—no proration. Rates after the first year may be adjusted to reflect reasonable adjustments to maintain the condition of Depot Beach. Under no circumstances are the rates for the stand to exceed other regional standup paddleboard businesses.
4. **TERM.** The agreement shall become effective upon execution of signatures of both parties and shall expire one (1) year after date on signatures unless terminated earlier by the City because of a breach of this agreement by the Company. If mutually agreed in writing by both parties, agreement can be extended for an additional one (1) year.
5. **LIABILITY INSURANCE.** The Company shall purchase \$1 million dollars in liability insurance. The Company shall name the City covered by the liability insurance. Anyone who purchases the Company's services will be required to sign a release of liability before participating in any activities provided by the Company.
6. **BUSINESS LICENSE.** The Company will purchase a business license from the City Clerk.
7. **BREACH BY THE COMPANY.** If the Company breaches its obligations under this Agreement, the City may prohibit the Company from operating a business at Depot Beach and may terminate this agreement. This right shall be in addition to any other rights granted to the City or the Company by law for breach of contract. The failure of the City to exercise this right of termination for breach shall not constitute a waiver of its rights as to any future breaches.
8. **DAMAGES TO DEPOT BEACH OR CITY-OWNED PROPERTY.** The Company shall be fully responsible to pay for any damages to Depot Beach or City-owned property as a result of performing the activities contemplated by this agreement.

9. **INDEMNIFICATION.** The Company shall indemnify and hold harmless the City, its officers, board members, assigns, agents, servants, employees, and insurance companies from any and all damages, legal fees or expenses, losses, claims and actions which may arise out of performing the activities contemplated by this Agreement.

In acknowledgment of this Agreement, authorized representatives of the parties have executed this document as shown below.

Tom Kirinovic, Recreation Director

Date

Bill Schulman, Schulman Paddleworks

Date

schulman paddleworks
RELEASE OF LIABILITY-READ BEFORE SIGNING

In consideration of the services of paddleworks, their officers, agents, employees, stockholders and all other persons or entities with this business I, _____, the undersigned, acknowledge, appreciate and agree as follows:

The risk of injury from any outdoor activities have inherent, both known and unknown, risks, dangers and hazards and can be significant, including the potential for permanent paralysis and death, and while particular skills, equipment and personal discipline may reduce this risk, the risk of serious injury does exist in the use of water craft; and,

I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, BOTH KNOWN AND UNKNOWN, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASEES or others, and assume full responsibility for my participation; and

I will agree to comply with the stated and customary terms and conditions for participation. If, however, I observe any unusual significant hazard during my presence or participation, I will remove myself from participation and bring such to the attention of an officer, agent or employee of paddleworks immediately; and

I, do myself and on behalf of my heirs, assigns, personal representatives and the next of kin, HEREBY RELEASE, INDEMNIFY, AND HOLD HARMLESS paddleworks, their officers, officials, agents and/or employees, and other participants, sponsoring agencies, sponsors, advertisers, and owners and lessors of premises used for the activity (Releasees), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property associated with my presence or participation, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE, to the fullest extent permitted by law, and

I acknowledge that paddleworks will supply me with a Personal Flootation Device (P.F.D.) and that it is my responsibility to use it properly.

I agree that any photographs, video or other medium made of me during my time spent on the premises, during transport or at any other time by paddleworks or a party of paddleworks are the sole properties of paddleworks and can be used in advertising, promotion or any way paddleworks sees fit, and

I agree that if I do file suit against paddleworks, it will be filed in Charlevoix County, Michigan, under Michigan law.

I have read this release of liability and assumption of risk agreement, fully understand its terms, understand that I have given up substantial rights by signing it, and sign it freely and voluntarily without any inducement.

X _____ Age _____ Date _____

FOR PARENTS/GUARDIANS OF PARTICIPANTS OF MINORITY AGE
(UNDER AGE 18 AT TIME OF REGISTRATION)

This is to certify that I, as parent/guardian with legal responsibility for this participant, do consent and agree to his/her release as provided above of all the releasees, and, for myself, my child and our heirs, assigns, and next of kin, I release and agree to indemnify and hold harmless the Releasees from any and all liabilities incident to my minor child's involvement or participation in these programs as provided above, EVEN IF ARISING FROM THE NEGLIGENCE OF THE RELEASEES, to the fullest extent permitted by law.

X _____ Date _____
Parent/Guardian's Signature & Printed name

X _____ Date _____
Child's Signature & Printed name

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Liquor License Application
Round Lake Group LLC dba Charlevoix Brewing Company

DATE: February 16, 2015

PRESENTED BY: Phil Parr, General Manager Round Lake Group LLC

ATTACHMENTS: 1. Transfer Liquor License Application from Round Lake Group LLC
2. Resolution 2015-02-xx Local Government Approval of Liquor License Transfer

BACKGROUND INFORMATION:

The Round Lake Group LLC is seeking support from City Council to obtain a Class C transfer liquor license for the Charlevoix Brewing Company located at 109 Bridge Park Drive. In addition to the Class C transfer, they have applied for an Off Premise SDM license and an On Premise Brewpub license with the Michigan Liquor Control Commission. At the November 24, 2014 meeting the DDA Board of Directors was unanimously supportive of Round Lake's plan for a brew pub. On December 1, 2014, Council concurred and directed Round Lake to proceed with developing documents for further consideration.

In 2000, the Charlevoix City Council adopted Chapter 77, Liquor Licenses outlining the application process for a new license, or for the transfer of an existing license. A copy of Round Lake Group's application is attached.

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

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

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

1. A person whose license, under this Ordinance, has been revoked for cause. **Not applicable.**

2. A person who, at the time of the application or renewal of any license issued hereunder would not be eligible for such license upon a first application. **Not applicable.**
3. A person who does not own the premises for which a license is sought or does not have a lease therefor for the full period for which the license is issued, or to a person, corporation or co-partnership that does not have sufficient financial assets to carry on or maintain the business. **Not applicable.**
4. A person on whose premises there exists a violation of the applicable building, electrical, mechanical, plumbing or fire codes, applicable zoning regulations, applicable public health regulations, or any other applicable city ordinance. **No known violations.**
5. A person whose application proposes a use which would be in violation of any city zoning or police power ordinance, or state or federal law. **Planner Spencer has reviewed and has no concerns.**
6. A person in situations where there are delinquent unpaid real estate taxes and/or personal property taxes relating to the real estate or business which has been used, is used or will be used in conjunction with the license. **City owned property exempt from taxes.**
7. A person where it is determined by a majority of the city council that the premises for which the license has been requested do not or will not within six (6) months after commencement of operations, have adequate off-street parking, lighting, refuse disposal facilities, screening, noise, or nuisance control or where a nuisance does or will exist. **Planner Spencer has reviewed and has no concerns.**
8. A person whose licensing activity will expand or intensify a non-conforming use under the city zoning ordinance. **Planner Spencer has reviewed and has no concerns.**

RECOMMENDATION:

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

Motion to set a public hearing for Monday, March 2, 2015 at 7:00 p.m. for the purpose of considering a resolution to approve or disapprove a resolution for local government approval of a transfer liquor license.

OR

Motion to approve (or disapprove) Resolution 2015-02-xx, Local Government Approval of a Transfer Liquor License for Round Lake Group, LLC.

Resolution No. 2015-02-xx
LOCAL GOVERNMENT APPROVAL OF LIQUOR LICENSE TRANSFER
(Authorized by MCL 436.1501)

At a REGULAR meeting of the City of Charlevoix City Council called to order by Mayor Gabe Campbell, on February 16, 2015 at 7:00 p.m., the following resolution was offered:

Moved by Councilmember xxx and supported by Councilmember xxx that the application from Round Lake Group LLC dba Charlevoix Brewing Company for the following license(s): On Premise Liquor License, Class C, to be located at 109 Bridge Park Drive, Charlevoix, MI 49720

be considered for approval by the Michigan Liquor Control Commission.

RESOLVED this 16th day February, A.D. 2015.

Yeas:

Nays:

Absent:

**CITY OF CHARLEVOIX
Liquor License Application**

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

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

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

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

Name of individual or business entity: ROUND LAKE GROUP LLC dba LAKE CHARLEVOIX BREWING COMPANY

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

- 1) Richard F. Bergmann;
- 2) Philip M. Parr; and.
- 3) Aaron W. Hagen

B. If the business entity is a corporation (attach separate sheets if needed):

Names and addresses of the officers and directors of the corporation:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

II CITIZENSHIP

Provide the citizenship of the applicant and all persons listed in Paragraph I, above.

ALL citizens of USA

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

III ATTACHMENTS

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

- A. Character of the proposed business including a description of services to be provided to patrons and the manner in which intoxicating liquor will be sold.
- B. The length of time the applicant has been in the business of selling intoxicating liquor, either in a retail business or in a tavern or restaurant establishment.
- C. A statement including a map showing a location of the premises or place of business which is to be operated under the liquor license, including:
 - i) Street address and, if applicable, post office box number;
 - ii) A legal description of the premises or place of business including the applicant's ownership interest in the premises and business, and the zoning district in which the premises or place of business is located;
 - iii) A statement as to whether the applicant will offer entertainment at the licensed premise or place of business, and a description of the kind(s) of entertainment to be offered. This statement must address whether any entertainment will include public nudity. If the applicant is a corporation, attach the corporation's Articles of Incorporation, state in which incorporated, and proof of the date such a corporation was approved by the incorporating state.

- D. A copy of the building and site plan showing the entire structure and premises, specifically the areas within the building or structure where the license is to be utilized. Such site plan should demonstrate adequate off-street parking, lighting, refuse disposal facilities and plans, if any, for screening and noise control. A copy of a development plan which has previously been approved by the City is acceptable.
- E. All copies of financial information and documents provided to the Michigan Liquor Control Commission regarding financial responsibility.
- F. Please state whether the applicant has made an application for a similar liquor license on any premises other than the one described in this application and the disposition of that application.

IV CONVICTION AND DISQUALIFICATION

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

V STATEMENT OF GOOD FAITH

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

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

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

conveyance of rights in any other statute, zoning under the City of Charlevoix's Code or other property rights.

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

Applicant's Signature:  Date: 02/10/2015
AARON W. HAGEN, Member

=====

For office use only

Reviewer's action: Total fee: \$ 80 Check # 1008 Date received: 2-11-15

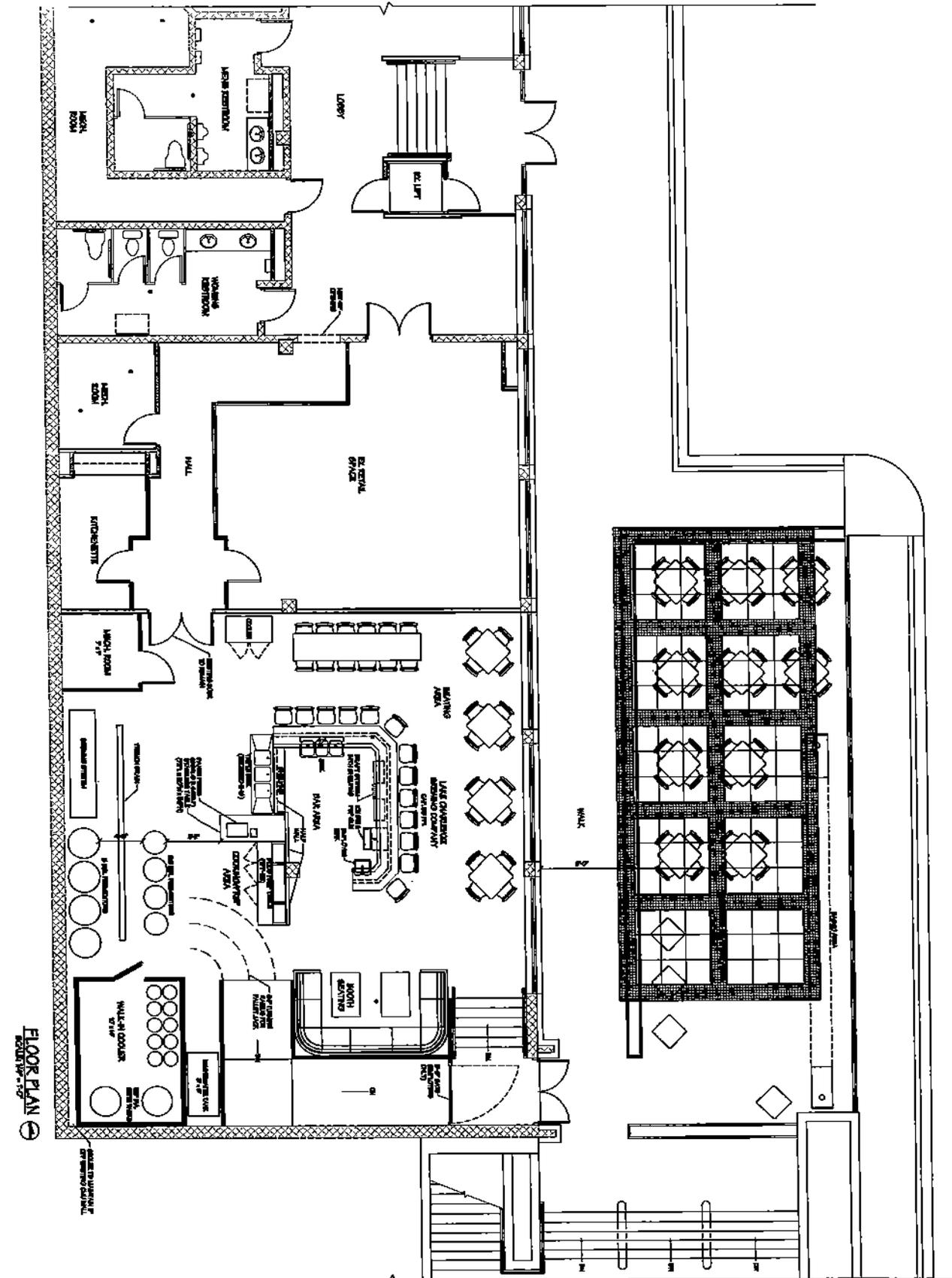
This matter was approved/denied by action of the City Council on _____

Signature: _____

City of Charlevoix
Liquor License Application

III Attachments

- A. The Round Lake Group LLC dba Lake Charlevoix Brewing Company is proposing to open a Brew Pub at 109 Bridge Park Drive Charlevoix Michigan. We will manufacturer beer in this space for purchase on premise only. Guests will be able to purchase this beer and consume on premise or take with them in a concealed growler or howler. We will also offer wine and spirits for consumption on premise only. Beer will be offered in a 4 oz., 9 oz. and 16 oz. pour. Beers that are harder to produce, have a higher ABV, or are limited in quantity will not be offered in a 16 oz. pour, as to allow us to monitor consumption. Live entertainment will be offered in the form of local musicians. Food will also be offered on site. Our kitchen will offer quesadillas, sandwiches and Panini's, nachos, wraps, and other local, freshly made pub food.
- B. The Round Lake Group LLC has been in the business of selling intoxicating liquor since June of 2014 out of the Bridge Street Tap Room, a restaurant establishment owned by the company located in downtown Charlevoix.
- C. The Round Lake Group LLC dba Lake Charlevoix Brewing Company will operate at 109 Bridge Park Drive Charlevoix MI 49720. We have leased this space for the proposed brew pub that we will own and operate from the Downtown Development Authority in the City of Charlevoix. This building is in the Central Business District zone within the City of Charlevoix. We will offer live entertainment. This will NOT include public nudity. This will include live music offered by local bands and musicians, in compliance with the City of Charlevoix noise ordinance.
- D. See attached building and site plan
- E. See attached documents
- F. The Round Lake Group LLC has made an application for a similar liquor license at 202 Bridge Street Charlevoix MI 49720 to operate the Bridge Street Tap Room, and was granted the license to operate in June 2014.



SHEET NO. A2.1	DESIGN BY: KAD	PROJECT: BRIDGE STREET TAP ROOM	LOCATION: 202 BRIDGE STREET CHARLEVOIX, MI 49720	REVISION:	DATE:	MICHIGAN ARCHITECT LICENSE NO. 40028 EXPIRES 12-31-2016	ELANE KEISER ARCHITECT ARCHITECTURE & PLANNING 2070 N.W.6, FENTON, MI 48730 PH: (226) 426-0472 FX: 430-0460 WWW.EKARCHITECT.COM MEMBER OF THE AMERICAN INSTITUTE OF ARCHITECTS
	REV. BY: EMK	DATE: 02-14-2014	OWNER: PVL, P&L	TYPE: REMOVE			



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Mailing Address: PO Box 30005, Lansing, MI 48909
 Toll Free (866) 813-0011 • www.michigan.gov/lcc

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

Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
(Retail License Applicants)

PLEASE READ! Complete this form in its entirety and return it, along with corresponding documents and fees, to the address listed at the top of this form. You may provide a copy of this application to your local municipal board for review, if applicable.

Part 1 - If you are requesting a license as a part of your application please answer the questions below:

- Are you requesting a new license as a part of your application? Yes No
- Are you buying an existing license as a part of your application? Yes No
- Is this license being transferred as a result of a default or court action? Yes No
- Do you intend to actively use this license or hold it in escrow? Active Operation Escrow

Part 2 - Transaction Information: Check boxes applicable to your application New license New permit

- Transfer ownership Add space Change status (self incorporation) Transfer stock/interest
- Transfer location Drop space Transfer classification type of license Transfer limited partnership interest

Name(s) of current licensee: CHARLEVOIX STATE BANK

Current licensed address: Escrow Status from 757 Petoskey, Charlevoix, MI 49720

Part 3 - Application Information

- Name of entity/person that will hold the license: ROUND LAKE GROUP, LLC d/b/a LAKE CHARLEVOIX BREWING COMPANY
- Corporations/Limited Liability Company(s) - State the name as it is filed with the State of Michigan Corporation Division and provide a copy of your articles.
 - Corporations/Limited Liability Company(s) must provide a list of stockholders/members in Part 8 of this form.
 - If your company has not filed with the State of Michigan, you must submit a copy of a filed certificate of authority to transact business in Michigan along with your application.

What is the physical address of the premises where the license will be located? (Street address, city/village/township and zip code)

109 Bridge Park Drive, Charlevoix, MI 49720

What city, township or village is this business located? City of Charlevoix

Part 4 - Definitions

Off-premise licenses - Licenses that are issued for the type of business where alcoholic beverages are sold for consumption elsewhere, and where consumption on the premises is not allowed. There are two main types; SDD (spirits and mixed drink spirits) and SDM (beer and wine). Please check the appropriate box for your request. Note: Any additional transfer or license fees may be calculated and collected at a later date.

On-premise licenses - Licenses that are issued to allow alcoholic beverages to be sold, served and consumed on the premises. Note: Any additional transfer or license fees may be calculated and collected at a later date.

Part 5 - Inspection Fees: Check box applicable to your application

- Inspection fee for one license type - inspection fee is \$70.00
- Inspection fee for two license types - inspection fee is \$140.00
- Inspection fee for three license types - inspection fee is \$210.00



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Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
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Part 6 - Licenses and Permits: Check the type of license and permits that you need to complete your request

MCL 436.1525(1) provides that license fees shall be paid at the time of filing applications. (All checks/money orders should be made payable to the State of Michigan)

Off Premise License Type:	Base Fee:
<input checked="" type="checkbox"/> SDM License	\$100.00
<input type="checkbox"/> SDD License	\$150.00
<input type="checkbox"/> Resort SDD License	Upon Licensure
<input type="checkbox"/> Transfer Resort SDD license	\$150.00

On Premise License Type:	Base Fee:
<input type="checkbox"/> B-Hotel License	\$600.00
<input type="checkbox"/> A-Hotel License	\$250.00
<input checked="" type="checkbox"/> Brewpub license	\$100.00
<input checked="" type="checkbox"/> Class C License	\$600.00
<input type="checkbox"/> Club License	\$300.00
<input type="checkbox"/> Resort License	Upon Licensure
<input type="checkbox"/> Redevelopment License	Upon Licensure
<input type="checkbox"/> Tavern License	\$250.00
<input type="checkbox"/> G-1 License	\$1,000.00
<input type="checkbox"/> G-2 License	\$500.00
<input type="checkbox"/> Aircraft License	\$600.00
<input type="checkbox"/> Watercraft License	\$100.00
<input type="checkbox"/> Train	\$100.00
<input type="checkbox"/> Continuing Care License	\$600.00

On/Off Premise Permission Type:	Base Fee:
<input type="checkbox"/> Off-premise Storage	No charge
<input type="checkbox"/> Direct Connection(s)	No charge
<input type="checkbox"/> Gas Pumps	No charge

Off Premise Permits:	Base Fee:
<input checked="" type="checkbox"/> Sunday Sales Permit (AM)	\$160.00
<input type="checkbox"/> Sunday Sales Permit (PM) (Held with SDD license)	\$22.50
<input type="checkbox"/> Catering Permit	\$100.00
<input type="checkbox"/> Beer and Wine Sampling	No charge *
<input type="checkbox"/> Living Quarters	No charge *

*Note: MCL 436.1529(5)(b) provides that an inspection fee shall not be required for the issuance of a new permit, or the transfer of an existing permit, if the permit is issued or transferred simultaneously with the issuance or transfer of a license or an interest in a license.

On Premise Permit Type:	Base Fee:
<input checked="" type="checkbox"/> Sunday Sales Permit (AM)	\$160.00
<input checked="" type="checkbox"/> Sunday Sales Permit (PM)	15% of license fee
<input checked="" type="checkbox"/> Catering Permit	\$100.00
<input checked="" type="checkbox"/> Outdoor Service	No charge *
<input checked="" type="checkbox"/> Entertainment Permit	No charge *
<input type="checkbox"/> Dance Permit	No charge *
<input type="checkbox"/> Topless Activity Permit	No charge *
<input type="checkbox"/> Living Quarters	No charge *

Specific Purpose Permit (list activity below):
 Hours requested: FOOD: 7AM-NOON SUNDAYS

Extended Hours Permit (check type below): No charge *
 Dance Entertainment

Hours requested: _____

New Additional Bar Permit (s)** Indicate #: _____ \$350.00
 New Banquet Facility Permit \$600.00

Address of proposed banquet facility: _____

A Banquet facility permit is an extension of your license and is different from a banquet room in your facility.

*Note: MCL 436.1529(5)(b) provides that an inspection fee shall not be required for the issuance of a new permit, or the transfer of an existing permit, if the permit is issued or transferred simultaneously with the issuance or transfer of a license or an interest in a license.

**Note: \$350.00 is due for each additional bar requested. This fee must also be included when calculating the total amount due for Sunday Sales Permit (PM).



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Business ID: _____
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Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
(Retail License Applicants)

Part 7a - Name and Address of stockholder/member/limited partner

- Each stockholder/member/partner must complete Part 7b of the application.
 (For companies with multiple stockholders/members/partners, please make copies of this section for each person/entity to complete)
- Administrative rule R 436.1115 provides that an applicant for a license shall submit fingerprints and undergo investigation by the Commission. Fingerprints are not required for an applicant previously fingerprinted for a license with the Commission.
- Follow instructions for completing and submitting fingerprint information for Michigan and out of state applicants.

Name: Richard F. Bergmann
 Home address: 12889 Dehman Ln. Charlevoix, MI 49720
 Business Phone: 231-437-3466 Cell Phone: [REDACTED] E-mail address: rich@bridgestreetcvx.com

Part 7b - Personal Information (Individuals)

Date of Birth: [REDACTED] Social Security Number: [REDACTED] Drivers License Number: [REDACTED]

Are you a citizen of the United States of America? Yes No

Have you ever legally changed your name? Yes No List maiden names, or name changes due to naturalization or court order

If you answered yes, please state your prior name(s) (including maiden): _____

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Have you ever been licensed by the Michigan Liquor Control Commission? Yes No

If you are currently married, what is your spouse's full name? Nancy Delosky Bergmann

Spouse's date of birth: [REDACTED] (first, middle, last)

Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's legal status)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).

Yes No

Do you or your spouse hold a manufacturer or wholesale license in Michigan?

Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

01/22/2015 Richard F. Bergmann, Managing Partner [Signature]
 Date Individual, print name and title Individual signature



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 Toll Free (866) 813-0011 • www.michigan.gov/lcc

Request for: _____
 (For MLCC use only)

Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
(Retail License Applicants)

Part 7a - Name and Address of stockholder/member/limited partner

- Each stockholder/member/partner must complete Part 7b of the application.
 (For companies with multiple stockholders/members/partners, please make copies of this section for each person/entity to complete)
- Administrative rule R 436.1115 provides that an applicant for a license shall submit fingerprints and undergo investigation by the Commission. Fingerprints are not required for an applicant previously fingerprinted for a license with the Commission.
- Follow instructions for completing and submitting fingerprint information for Michigan and out of state applicants.

Name: Philip Michael Parr
 Home address: 212 Mason St. Apartment 1 Charlevoix, MI 49720
 Business Phone: 231-437-2466 Cell Phone: [REDACTED] E-mail address: phil@bridgestreetcvx.com

Part 7b - Personal Information (Individuals)

Date of Birth: [REDACTED] Social Security Number: [REDACTED] Drivers License Number: [REDACTED]

Are you a citizen of the United States of America? Yes No

Have you ever legally changed your name? Yes No List maiden names, or name changes due to naturalization or court order

If you answered yes, please state your prior name(s) (including maiden): _____

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition
1/22/2010	East Lansing, MI	Operating While Visually Impaired	Civilly

Have you ever been licensed by the Michigan Liquor Control Commission? Yes No

If you are currently married, what is your spouse's full name? _____
 (first, middle, last)

Spouse's date of birth: _____
 Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's legal status)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition
------	------------	--------	-------------

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).

Yes No

Do you or your spouse hold a manufacturer or wholesale license in Michigan?

Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

01/13/2015 Date Philip M. Parr Individual, print name and title [Signature] Individual Signature



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Request ID: _____
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**Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
 (Retail License Applicants)**

Part 7a - Name and Address of stockholder/member/limited partner

- Each stockholder/member/partner must complete Part 7b of the application.
 (For companies with multiple stockholders/members/partners, please make copies of this section for each person/entity to complete)
- Administrative rule R 436.1115 provides that an applicant for a license shall submit fingerprints and undergo investigation by the Commission. Fingerprints are not required for an applicant previously fingerprinted for a license with the Commission.
- Follow instructions for completing and submitting fingerprint information for Michigan and out of state applicants.

Name: AARON William HAGEN
 Home address: 304 MASON ST, CHARLEVOIX, MI 49720
 Business Phone: (531)437-3466 Cell Phone: [REDACTED] E-mail address: aaron@bridgestreetvix.com

Part 7b - Personal Information (Individuals)

Date of Birth: [REDACTED] Social Security Number: [REDACTED] Drivers License Number: [REDACTED]

Are you a citizen of the United States of America? Yes No

Have you ever legally changed your name? Yes No List maiden names, or name changes due to naturalization or court order

If you answered yes, please state your prior name(s) (including maiden): _____

Have you ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition
JUNE 2006	CHARLEVOIX, MI	Disturbing the Peace	GUILTY
FEB. 2009	GRAND RAPIDS, MI	MDOP 75200, 4 \$1,000	GUILTY

Have you ever been licensed by the Michigan Liquor Control Commission? Yes No

If you are currently married, what is your spouse's full name? _____
 (first, middle, last)

Spouse's date of birth: _____

Is your spouse a citizen of the United States of America? Yes No (If you answered "no", you will be asked to provide documentation to verify your spouse's legal status)

Has your spouse ever been arrested? Yes No If yes, list below (attach additional pages if necessary)

Date	City/State	Charge	Disposition

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan (civil defense volunteer policeman, mayors, village presidents, and members of city councils are not considered to be law enforcement officers).

Yes No

Do you or your spouse hold a manufacturer or wholesale license in Michigan?

Yes No

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

01/13/2014 Date Aaron William Hagen / Partner Individual, print name and title [Signature] Individual signature



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Business ID: _____

Request ID: _____

(For MLCC use only)

Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
(Retail License Applicants)

Part 8 - Report of Stockholders/Members/Limited Partners

Complete this section and attach more copies of this page if more room is needed.

Name and Address of stockholder/member:	Number of Shares/Percentage Held:
MEMBER: RICHARD F. BERGMANN, 12889 Dehman Ln., Charlevoix, MI 49720	85%
MEMBER: PHILIP M. PARR, 212 Mason Street, Apt. 1, Charlevoix, MI 49720	10%
MEMBER: AARON W. HAGEN, 304 Mason Street, Charlevoix, MI 49720	5%

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109
 N/A

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110

Managing Partner & CEO: Richard F. Bergmann, 12889 Dehman Ln., Charlevoix, MI 49720

General Manager: Philip M. Parr, 212 Mason Street, Apt. 1, Charlevoix, MI 49720

Manager: Aaron W. Hagen, 304 Mason Street, Charlevoix, MI 49720

What is the total number of shares that the corporation has issued to its stockholders? N/A

Limited Partnerships
 Name and address of General Partner(s) - Attach additional pages if necessary
 N/A

Name and address of Limited Partner(s) - Attach additional pages if necessary
 N/A



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(For Mi LC use only)

**Application for New Licenses, Permits, or Transfer of Ownership or Interest in License
 (Retail License Applicants)**

Part 9 - Contact Information

Once the Commission has rendered a decision on your request there will be additional information that you will be required to provide. Complete this section so we know where to send your Commission Order and any closing packages.

What is your preferred method of receipt? Mail E-Mail In office pick-up

(If you choose to pick this package up in the office our staff will contact you when it is ready)

Contact Name: PHILIP M. PARR

Mailing Address: 212 Mason Street, Apt. 1, Charlevoix, MI 49720

Business Phone: 231-437-1987 Cell Phone: [REDACTED] E-mail address: phil@bridgestreetcvx.com

Part 10 - Attorney Information

Do you have an attorney representing you in this matter? Yes No

Attorney Name: DAVID L. CAMPBELL Member Number: P- 11539

Street Address, City, State, Zip Code: 701 Bridge Street, Charlevoix, MI 49720

Business Phone: 231-547-9989 Cell Phone: [REDACTED] E-mail address: CharlevoixAttorney@gmail.com

Would you prefer that we contact your attorney for all licensing matters related to your request? Yes No

Would you prefer any closing packages or notices be sent directly to your attorney? Yes No

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Signature of Applicant:

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this permit by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Jan 22, 2015 PHILIP M. PARR, General Manager *Philip M. Parr*
 Date Print name of applicant/licensee and title Signature of applicant/licensee

To check the status of your request, visit www.michigan.gov/lcc and click on "Online Services." Scroll down to Liquor Control Commission and click on "Online Status Check." Enter your request ID number (RID) to check on your application 24 hours a day.



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Business ID: _____

Request ID: _____

(For MLCC use only)

Report of Stockholders/Members/Partners

(Authorized by MCL 436.1529(1); R 436.1051 and R 436.1110)

Name and Registered Address of Entity

Name of entity: ROUND LAKE GROUP, LLC

Address: 109 Bridge Park Drive

City, State, Zip Charlevoix, MI 49720

Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	Certificate Numbers:	Shares Issued:	Date Issued/Acquired:
N/A			

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

N/A

Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:
RICHARD F. BERGMANN, 12889 Dehman Lane, Charlevoix, MI 49720	85%	02/01/2014
PHILIP PARR, 212 Mason Street, Apt. 1, Charlevoix, MI 49720	10%	02/01/2014
AARON HAGEN, 304 Mason Street, Charlevoix, MI 49720	5%	02/01/2014

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:

Managing Partner / CEO: Richard F. Bergmann, 12889 Dehman Lane, Charlevoix, MI 49720

Partner / General Manager: Philip Parr, 212 Mason Street, Apt. 1, Charlevoix, MI 49720

Partner / Manager: Aaron Hagen, 304 Mason Street, Charlevoix, MI 49720



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Business ID: _____
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Report of Stockholders/Members/Partners
 (Authorized by MCL 436.1529(1); R 436.1051 and R 436.1110)

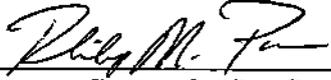
Limited Partnerships - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all partners:	Percent % Issued:	Date Issued/Acquired:
N/A		

Name and address of Managers, pursuant to administrative rule R 436.1111:
N/A

Signature of Applicant:

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Jan 22, 2015	PHILIP M. PARR, General Manager	
Date	Print name of applicant/licensee and title	Signature of applicant/licensee

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Purchase Recloser Controls

DATE: February 16, 2015

PRESENTED BY: Don Swem

ATTACHMENTS: GRP Recommendation Letter

BACKGROUND INFORMATION: Charlevoix's Westenbroek Substation contains 8 reclosers with each having its own individual control unit. The reclosers are what separate the circuits from each other. If a tree falls on a line and breaks it the recloser is what keeps the whole City from going down, just the one circuit is affected because the recloser isolates it.

The recloser controls we have are old and out of date. They are no longer able to communicate with the associated equipment so for a couple of years now we have had to keep track of our readings manually. They have no capability to be upgraded to today's standards, in fact replacement parts are no longer available at all. At some point in the near future we will need to establish electronic communications with these controls and that cannot be done with the existing obsolete versions. GRP Engineering is recommending replacement with new Schweitzer Controls.

The current controls are all manufactured by Cooper. Cooper quoted new Form 4D Controls as a replacement. The cost for each would be \$4,213.00. We also got a quote from Schweitzer Engineering Laboratories (SEL) for SEL-351R Controls at \$3,895.00 each. The Schweitzer Controls offer additional functionality that will be valuable in the future, including the ability to capture waveforms and the ability to do customizable programming. It is felt that the Schweitzer Controls are equivalent to the Cooper and in fact are recommended over the Cooper by GRP. The total cost for the eight Schweitzer Controls would be \$31,160.00.

I would like to purchase eight of the SEL Controls at this time so they can be put in service before the summer starts. The lead time on these controls is such that the invoice will not be received until after April 1st, and the proposed budget for 2015-16 includes more than enough to cover these controls plus the cost of future reclosers themselves.

RECOMMENDATION: If Council agrees, it is recommended that a motion be made to allow purchase of eight SEL-351R Controls for a total of \$31,160.00.

To: Don Swem
Firm: City of Charlevoix
From: Nicholas Abraitis

Client: City of Charlevoix
Project Name: Substation Recloser Control Upgrade
Project No: 13-0564.01
Issue Date: 8/18/2014

Subject: **Recloser Controller Evaluation**

Background

The City of Charlevoix contacted GRP Engineering, Inc. to evaluate a quote they obtained from Cooper Power Systems for twelve (12) Form 4D controllers to replace the existing controllers at their Westenbroek and Industrial Substations. The Form 4D controllers were evaluated to ensure they met both the current and future needs of the City of Charlevoix distribution system. The existing Form 4C controllers are obsolete. They are no longer warranted by Cooper and replacement parts are not available. Updates to the software needed to program and retrieve load profile data is no longer supported by Cooper. These controllers need to be updated with modern controllers that suit the current and future needs of the City of Charlevoix including the historical logging of load data for system planning, communication to a future SCADA system, and advanced relaying schemes to protect against distributed generation back-feeds.

The quote initially received from Cooper was for a base model Form 4D control that did not have any additional product features or accessories. The base model of the controller does not include any communication ports (RS232 or Fiber), the cabinet material is painted steel, there is no 120Vac convenience outlet in the controller cabinet, and the controller does not have an installed input/output (I/O) board. All of the above are options for the controller, but come at a premium. The base cost of the Form 4 D recloser controller was quoted at \$2,840.81 per device.

Form 4D Option

The Form 4D base controller is an acceptable option if the recloser was pole-mounted on a distribution circuit, but is not appropriate for a substation installation. A substation circuit recloser needs to have communication ports so that it can communicate with other devices or a master station such as a SCADA system. Including communication ports at this time will allow for communication from the recloser controller to a SCADA master station. The cabinet should be constructed from stainless steel or aluminum and be painted to protect against corrosion caused by the harsh elements. A convenience outlet is recommended while working via a laptop at the substation for programming, event capturing, or load data downloading, because the powering down of a laptop in the middle of a file transfer can cause the controllers to become hung up in the transfer routine. An I/O board is a key peripheral to have on any recloser controller. The I/O board allows for advance protection schemes for bus relaying, operation of the device from inside of a control house, and adds functionality to any device that would operate off of a 52A (Trip) status contact. The cost of a Form 4D with all the above functionality was quoted at \$4,213.00 per device.

SEL-351 Option

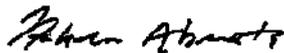
Schweitzer Engineering Laboratories (SEL) also offer a recloser controller, SEL-351R, with all the above functionality and more. In addition to the features of the upgraded Form 4D controller, the SEL-351R has completely customizable programming, the ability to capture oscillatory waveforms, and speaks SEL protocol. The customizable programming allows for greater control and flexibility of the trip conditions for the recloser. The ability to capture oscillatory waveforms aids in the investigation of why a device has had an operation.

The SEL-351R like all SEL devices speaks the SEL fastspeak protocol, this makes communication between all SEL devices such as the recloser control and a communication process easier and more flexible than the other available communication protocols. The cost of an SEL-351R with all the options and features as the Form 4D controller was quoted at \$4,280.00 per device.

Recommendation

GRP Engineering recommends that the City of Charlevoix purchase the SEL-351R recloser controllers. The SEL-351R controller has more available features than the Cooper Form 4D. The SEL-351R controller all the features that the Cooper controller offers plus capture waveforms, use the SEL fastspeak communication protocol, and has a completely customizable front panel and tripping schemes. The SEL-351R does all of the above at an additional cost of \$67 per controller. Purchasing the SEL controller will allow the City of Charlevoix to meet all their current needs, as well as any future needs should they decide to integrate a SCADA system into their operations.

Along with the replacement of the recloser controllers, the oil filled type "WE" reclosers at Industrial Substation should be updated with vacuum type recloser similar to the ones at Westenbroek Substation. One option for a replacement recloser is the G&W Viper. The G&W Viper uses vacuum type interrupter, is Smart Grid ready, and is maintenance free. The recloser will work with either of the above recloser controllers, however the Viper can be ordered packaged with an SEL-351R controller. The cost of the recloser with the SEL controller was quoted at \$17,817.00 per unit.



Signed: _____
GRP Engineering, Inc.

cc: GRP Engineering, Inc.
Michael McGeehan

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Purchase of Capacity

DATE: February 16, 2015

PRESENTED BY: Don Swem

ATTACHMENTS:

BACKGROUND INFORMATION:

This is an item that comes up periodically and will continue to do so. The City belongs to the Energy Services Project at the Michigan Public Power Agency (MPPA), through which we contract for a significant portion of our future capacity and energy requirements. The City must have enough capacity available at all times to cover its load plus have some extra capacity on reserve. Most of our capacity comes through our partial ownership in two coal plants, two natural gas plants, and several small landfill gas plants. To cover our peak loads throughout the year however we need to obtain small amounts of extra capacity beyond what we already have.

The process of covering our future capacity and energy needs is controlled by the City of Charlevoix Energy Risk Management Policy and associated Hedge Plan that were approved by Council in 2011. These documents provide the guidance for MPPA to plan and recommend our future purchases to keep us as close as possible to our stated goals of economy and price stability.

At this time MPPA is recommending that Charlevoix contract for extra capacity that will cover some of our needs for the years from 2016 through 2025. Prices for future capacity are starting to rise, and this purchase is intended as a hedge against these rising prices, which is why MPPA is recommending buying an extra five years into the future. Three years ago we contracted for capacity at an average cost of \$2.85/KW-Month. Two years ago we did the same at an average of \$2.10/KW-Month. Last year the average price was \$2.58/KW-Month, but this year the prices are ranging up as high as \$4.00/KW-Month (10 years ago we were paying \$9.00/KW-Month).

The proposed purchase is as follows:

Planning Years	Up to Capacity, KW	Up to Rate (\$/KW-Month)	Maximum Commitment
6/1/16 to 5/31/21	1,500	\$4.00	\$360,000
6/1/21 to 5/31/25	1,000	\$4.00	\$192,000
TOTAL MAXIMUM COMMITMENT:			\$552,000

The purpose of this transaction is to provide a hedge against rising prices for capacity in future years, especially considering the current debates over the future of coal plants, particularly in Michigan’s Lower Peninsula. Some experts have been predicting massive price increases in future capacity in Michigan because of our unique inability to share power resources across state lines. Because the future of power sources is politically controlled it is nearly impossible to predict future prices. Buying portions of capacity at different times tends to help spread the risk of higher prices. It may happen that prices will continue to remain low for years to come and we ended up paying a premium in the later years, but locking in a somewhat reasonable price now is considered to be safer than just waiting to see if prices stay low.

RECOMMENDATION:

It is recommended that Council consider a motion for approval to spend up to a maximum of \$552,000 to purchase blocks of capacity through MPPA for the years 2016 through 2025.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Discussion Regarding Burying Utilities

DATE: February 16, 2015

PRESENTED BY: Don Swem

ATTACHMENTS:

BACKGROUND INFORMATION:

There have recently been discussions from City Council on the need to bury electric utilities when we are reconstructing City streets. This item is written to discuss the pros and cons of the issue and set some future direction on the subject.

First a little history. In the late 80's and 90's the majority of the Charlevoix Electric System was updated and rebuilt with the upgrades continuing right through today. The system was built as an overhead system with all of the critical components designed to be reached by bucket trucks. This meant that transformers and primary wires were moved to the edge of the streets rather than hidden along the back lot lines. This was done on purpose to allow immediate year-round access to maintain and make emergency repairs to the system without having to destroy back yards or spend hours moving snow in order to get to the problem. As time went on it was noted that tree limbs were causing serious damage to the overhead wires, and were a safety hazard to the linemen, so a major effort was made to trim back the trees from the lines.

Whether seen as good or bad these things have already been accomplished, resulting in a very reliable and relatively affordable electric system. In fact we are somewhat unique in Charlevoix with our reliability, which is due to the new construction combined with aggressive tree trimming.

There are two major reasons that are usually given for burying the electric lines. One is aesthetics and the other is reliability. Unlike most other overhead systems Charlevoix's Electric System has proven to be a very reliable system. Reliability is a measure of both how often the lights go out and also how long they are typically out before power is restored. In Charlevoix both measures are extremely good.

Most overhead electric systems suffer from tree damage to varying degrees. The weather is usually cited as the main problem affecting the lines, with warnings being given any time the wind blows hard. In Charlevoix we do not have that problem. When the neighboring utilities

are busy restoring power after multiple damages, we do not usually even have any outages, and if we do it is usually very limited.

Our biggest problem with our overhead system is not the weather, its squirrels. We have been taking steps to reduce outages and blinks caused by squirrels and are having significant success at that. An underground system is also subject to outages caused by animals but not nearly as much as overhead. The one really big advantage of an underground system would be in the case of a major ice storm, one that brings down multiple trees all over the system. (Possibly a major tornado could do the same but I do not consider that a plausible situation). Other major scenarios that would favor an underground system, such as hurricanes, earthquakes, etc., just do not happen in Charlevoix.

As far as lengths of outages they are significantly shorter with overhead systems than with underground. An outage on an overhead system is vastly easier to locate, identify and repair than it is on an underground system. If we were to move to an underground system, I do believe that we would have less frequent outages but not by very much, as today's outage frequency is quite small to begin with. The length of outages however would be much longer. It is very expensive and time consuming to find and repair underground faults. If a break occurs on a major transmission line, if it is overhead then the repair can be done in less than an hour with parts that cost less than \$100. If it is underground, it can easily take several hours to identify and locate the break, and then can take several hours to a couple of days to repair, with costs running anywhere from \$1,000 up to \$30,000 for one repair. The difference is drastic. My point is only that the majority of the time Charlevoix's overhead system is actually more reliable and much more economical than an underground system.

If the City decides to start putting the electric system underground then several decisions must be made in order to plan and design for it. When an infrastructure job is proposed we can include underground conduits for future use, but we need to know exactly what is intended. Is the ultimate purpose to bury all electric utilities? What about cable, phone, and fiber? What about the individual house and business services? If a homeowner says he does not want to pay to switch his electric service to underground what do we do? Do we place a pole in his front yard to feed the existing overhead service or does the City pay several hundred dollars to convert the house that refused? Does the City pay phone and cable to bury their services? Will homeowners pay that? For major transmission lines the whole circuit should be physically buried at once, which in most cases will be impractical, or else we will again be sacrificing reliability if we only bury sections at a time. To bury a whole transmission circuit and only do it in conjunction with infrastructure work may actually take 50 years or more to work from one end to the other, but to do otherwise will decrease reliability of the system. However if this is what Council wants we can work in that direction.

Right now our electric rates are on the low side compared to other utilities in the state. But prices are getting harder to keep down. We have possible big ticket maintenance items coming up, such as substation transformers and equipment. If we bury the secondary lines along the roads the price is not too bad, but to put the primary three phase circuits underground would raise prices by a factor of 50 to 100 or more over what we spend now. Again, the differences are quite drastic. An example is the Sugarbush subdivision. We had to upgrade and replace all cables and transformers in this subdivision this past summer (utilities in subdivisions are required by law to be underground), and it ended up taking 10 times longer than overhead would have at 10 times the cost. This would be typical for single phase circuits. In several places we would have to bury the three phase primary circuits which would include installation of large manholes and switching cabinets at costs exceeding 100 times the cost of overhead. We estimated the cost to bury all lines on Park Avenue from Bridge to Grant and the estimate was nearly \$500,000 for two blocks! In my mind this is too high a price for aesthetics but a lot of places are doing it. I believe those places are gaining a lot more reliability than we would though, and they are most often doing it to replace old obsolete wires and equipment where ours is all practically new. I believe that if we start putting our major lines underground then it will cause our rates to go up significantly.

RECOMMENDATION: Council needs to provide direction on the following issues:

Should we plan to put all electric lines underground, or only those on certain streets?

Should we just design and install conduits for future use or is the intent to have the lines buried by the end of the job?

Does the City want to pay to put cable, phone and fiber underground as well?

What do we do with individual house and business services? If someone refuses to pay to convert their service to underground what do we do? Leave service overhead? Should the City pay to convert the service?

If a major transmission line crosses the road being worked on is the intent to bury the crossing (which would decrease the reliability of that circuit)?

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Purchase Pickup Truck Through MiDEAL

DATE: February 16, 2015

PRESENTED BY: Don Swem

ATTACHMENTS:

BACKGROUND INFORMATION: The Electric Department is in need of a new Pickup Truck to replace an old outdated one. The truck will be used to haul trailers and equipment so it needs to be a ¾ ton, and it will need to get around in all kinds of conditions so it needs to be a 4 wheel drive.

The Pickup Truck is available through the MiDEAL program. The MiDEAL program means the State of Michigan has already held competitive bids for this type of truck, and this has resulted in a successful low bidder with contract prices that any member of MiDEAL can now take advantage of. We have asked the MiDEAL bidder to provide us with a quote for the new truck under the MiDEAL pricing.

The price quoted for the truck is \$ 23,742.00. We contacted the local car dealers for equivalent bids and nobody was able to beat the MiDEAL price. The three lowest prices quoted are as follows:

Signature Ford F-250 \$24,242.00 (\$23,742.00 quote plus \$500 misc.)

Gorno Ford F-250 \$27,375.00

Fox Charlevoix Ford F-250 \$28,981.20

The truck was budgeted to be purchased this year and must be ordered by 2/27/15 to get this price.

RECOMMENDATION: If Council agrees, it is recommended that a motion be made to allow purchase of the new Pickup Truck from Signature Ford for a maximum price of \$ 24,242.00.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Discussion Regarding Army Corps of Engineers Initial Findings for Dock Expansion Proposal

DATE: February 16, 2015

PRESENTED BY: Rob Straebel

ATTACHMENTS: February 2, 2015 ACE's Letter with Attachments

BACKGROUND INFORMATION: The City has received initial comments from the Army Corps of Engineers (ACE) regarding the City's proposed dock expansion project. See attachment.

Not surprisingly, there remains alleged safety concerns from the Beaver Island Boat Company as well as other users of our local waterways that ACE would like the City to address within 30 days of their February 2 memo. Because we have less than full support from the City Council on the dock expansion project, we need direction from City Council on how collectively Council would like to address the ACE letter.

It should be noted that the City does not have any Staff members on board to adequately determine if there is a legitimate safety concern in Round Lake. Whether there is a bona fide safety concern or not seems to be highly subjectively and differs amongst the boating community. Nevertheless, Beaver Island Boat Company has articulated what they think are tangible safety concerns with the new dock. These concerns should not be taken lightly.

Options for City Council:

1. Beaver Island Boat Company has stated that they are against the current dock development proposal for safety reasons. They have not commented on whether a shorter dock expansion project might be feasible. It may behoove the City and BIBCO to get together to see what size of dock expansion they could support that would not compromise safety in their navigational routes when docking in Round Lake. This would be a compromise and would most likely substantially reduce the length of the dock expansion project. ACE representatives have supported this approach.
2. Reply to the February 2, ACE letter to the best of Staff's ability. This is problematic as there is not a "City Captain" on Staff, but we could make our best efforts.

3. Discuss whether City Council wants to proceed with the current review by both the Army Corps of Engineers and Department of Environmental Quality. If there is not sufficient political support for the project, a Public Hearing should be scheduled at our March 2 meeting to solicit public comment. At that point, the City Council could vote to discontinue the project and give Staff specific direction on the two pending approval applications.

RECOMMENDATION: Direction to Staff on how to proceed.



REPLY TO
ATTENTION OF:

Engineering & Technical Services
Regulatory Office
File No. LRE-2003-410240-S14

DEPARTMENT OF THE ARMY
DETROIT DISTRICT, CORPS OF ENGINEERS
477 MICHIGAN AVENUE
DETROIT, MICHIGAN 48226-2550

February 2, 2015

RECEIVED

FEB - 5 2015

CITY OF CHARLEVOIX

Rob Straebel
City of Charlevoix
210 State Street
Charlevoix, Michigan 49720-1345

Dear Mr. Straebel:

Refer to your application for a Department of the Army permit to provide additional marina slips and to extend the shoppers dock at the existing East Park Marina in Lake Charlevoix offshore Bridge Street, in Charlevoix, Michigan. In response to our public notice, we have received the enclosed correspondence regarding the work. You have the opportunity to contact the writers and attempt to resolve the concerns. However, you are not obligated to do so. Should you wish to meet directly with any commenting party to discuss issues that have been raised, please inform us of the results of the meeting.

The Corps of Engineers alone is responsible for reaching a decision on the merits of your Department of the Army permit application, and any information which you provide will be fully considered in our decision. We have determined that your input on the following issues is essential prior to a final decision on your application.

a. Navigation: Address potential impacts on the Beaver Island Ferry as well as other commercial and private navigation. In particular, please address Items B, C, & D in the January 6, 2015 letter from Beaver Island Boat Company (BIBCO) that concern interference with the maneuvering area of the BIBCO ferry. Describe boat traffic patterns in the vicinity, and how the proposed project would affect them. Provide copies of any investigations on potential impact to local navigation patterns.

b. Safety: Commenters expressed concerns regarding impact of the marina expansion on safe navigation. Discuss potential impacts on boating safety.

We request your response to the specific issues listed above within 30 days from the date of this letter. If you require additional time to gather and submit this information, please contact us and explain why the additional time is necessary. Should you fail to provide the requested information, or justify the need for additional time, we will be unable to complete our evaluation and your application will be withdrawn.

-2-

Should you have any questions on this matter, please contact Edward Arthur at the above address, by E-Mail at Edward.J.Arthur@usace.army.mil, or by telephone at 906-635-3461. In all communications, please refer to File Number LRE-2003-410240-S14.

Sincerely,



for John Konik
Chief, Regulatory Office
Engineering & Technical Services

Enclosure

Copy Furnished

James Muschell (United Design Associates, Inc.)
MDEQ, Gaylord Field Office (14-15-0042-P)



103 Bridge Park Drive • Charlevoix, MI 49720 • (231) 547-2311
(888) 446-4095 • Fax: (231) 547-5542 • E-mail: info@bibco.com
Executive Offices • Box 148 • Beaver Island, MI 49782

January 6, 2015

Charles M. Simon
Chief, Permit Evaluation Western Branch
Regulatory Office
Detroit District, Corps of Engineers
477 Michigan Avenue
Detroit, MI 48226-2550

REGULATORY OFFICE
2015 JAN 15 AM 11:12

RE: File Number LRE-2003-410240-S14
Proposed Expansion of the City of Charlevoix East Park Marina and provide broadside mooring for the public

Dear Chief Simon:

The Beaver Island Boat Company respectfully submits the following comments in response to the City of Charlevoix's permit application to install a 264 foot long L-shaped head pier with an 80 foot long by 16 foot wide L, three 80 foot long by 6 foot wide finger piers, and the installation of a 136 foot long shoppers dock extension along the existing bulkhead located alongside the dock used by the Beaver Island Boat Company ferry operation.

Beaver Island Boat Company provides seasonal passenger and vehicle ferry service between the mainland of Michigan and Beaver Island, a year round inhabited island, which is located approximately 32 statute miles NW of Charlevoix, MI. This company operates two vessels:

MV Emerald Isle length 130 feet, passenger capacity 294
MV Beaver Islander length 87 feet, passenger capacity 175

We transport approximately 40,000 passengers and 6500 vehicles per year. We are the only water transport company providing regularly scheduled means of transporting passengers, vehicles, and large quantities of freight to the island. We have approximately 365 landings at the Charlevoix dock per year, most of which occur during the busy, congested summer months in Round Lake. Our vessel Captains are professional U.S. Coast Guard licensed mariners with more experience in the

Charlevoix navigational area than any other mariner on the Great Lakes. Because of their "local knowledge" our comments should be taken into serious consideration.

Primary Concern: SAFETY

Safety is important and is a priority to our company. Our files are bulging with U.S. Coast Guard documentation on security training, vessel inspections, security plans, equipment inspections and licenses, drug and alcohol testing etc. We conduct "in-house" training such as fire drills, man overboard drills, and security training to name a few. Our vessel Captains and crew are experienced well-seasoned employees and have made numerous passages through the Pine River channel into and out of Round Lake. We are cautious in our maneuvering and transits and run a safe operation. With the increase in pleasure boat traffic during the summer months, safety on the waters is becoming more of an issue.

Round Lake Navigation: From Boyne City/East Jordan to Lake Michigan, there is no place with a stronger current than our immediate location in Charlevoix. The current will flow in either direction and will switch directions in minutes without warning. As stated in the U.S. Coast Pilot "Currents in Pine River are reported to reverse twice daily with a velocity up to 3 mph. At times they may reach a velocity up to 5 mph." With gale or storm force winds from the WNW and no ice blocking the channel there is a surge which can be measured in feet inside of Round Lake. This dissipates around the ferry dock and further out into Lake Charlevoix. Additionally there is a dredged navigational channel passing from the Lake Michigan, through the Pine River Channel and from the east end of Round Lake the channel leads SE to Lake Charlevoix.

Bridge Traffic: With the opening and closing of the Bridge St. bridge which crosses over the Pine River just below Round Lake there is a "bottle neck" of traffic. Pleasure craft congregates on the ½ hour for the bridge opening. The holding area for vessels waiting on the bridge opening would be in the area where the proposed dock extension would be built.

Ferry Maneuvering:

Both our ferry vessels presently maneuver to our dock area by looping around in the area of the proposed dock extension. This is to keep traffic moving as we pass under the bridge: Should the extension be approved, the ferry vessels would no longer be able to make the loop/turn to circle to our docks. Our vessels would have to stop after just passing under the bridge and turn perpendicular to the channel and then back directly into our dock area. This maneuver would stop and/or slow traffic passing under the bridge.

If built, the proposed dock extension would create a restricted maneuvering area for our vessels. During a backing maneuver, such as what would be required for the docking of our vessels, the result would be the stoppage of all vessel traffic passing under the bridge and/or the creation of an obstacle (our 130 foot ferry) for other vessels and human powered craft to try to go around. With the congested summer months and

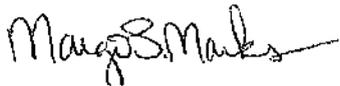
heavy vessel traffic in the Pine River Channel and Round Lake, our vessels and others will have a difficult time maneuvering in such a congested area.

In addition to impeding our ability to safely dock our ferry vessels, the proposed dock extension would impede commercial traffic navigating across Round Lake to and from Lake Charlevoix. There are a couple of tug and barge operations that transit this navigational channel. If one should have to stop abruptly due to the bridge not opening (which can happen in situations where an ambulance has to pass over the bridge), there would be nowhere safe for the tug and barge to "bail out" should the need arise.

In conclusion, it is our view that this proposed dock expansion would impede the navigation of vessels using the channel passing through Round Lake from Pine River Channel to Lake Charlevoix and decrease safety for all vessels navigating in Round Lake. Should this dock proposal be approved and the hazardous structure be built out into Round Lake, it is not a matter of "if" a serious accident will take place but a matter of "when" it will happen.

I want to thank you for your time in reviewing the comments I have submitted on behalf of the Beaver Island Boat Company. I appreciate the opportunity to express our concerns of the dock expansion proposal.

Sincerely,



Margo S. Marks
President

8 pages of attachments including an explanation of the attachments are included in this correspondence.

I have enclosed/attached the following drawings and documents (8 items, 9 pages):

Item "A"

A copy of the NOAA chart showing the special mooring area in round Lake.

Item "B"

Letter from United Design Associates (UDA) to the City of Charlevoix Manager.

Item "C"

Copy of email from City of Charlevoix DPW Superintendent that took range measurements of our docking maneuver.

Item "D"

Conceptual drawing of our ferry's path to our dock. provided to us by the City of Charlevoix, provided to the city by the engineering firm (UDA).

Item "E"

United Designs Associates 262 foot Proposed phase 3 drawing. (the permit requests approval for 264 feet)

Item "F"

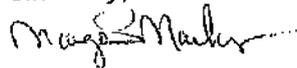
An aerial of the existing Dock arrangement in Round Lake with the Emerald Isle at its dock.

Item "G" and "H"

Two aerial overlays of the Pine River Channel and Round Lake with the Emerald Isle at its dock and the proposed dock in place and its relation to the special mooring area and the navigable area of Round Lake.

The drawing (Item "D") provided to us by the City of Charlevoix, provided to the city by the engineering firm of United Design and Associates. A city employee took soundings of the distance the boat was from the pier on several occasions and the data was imposed on their initial design of the dock. This clearly showed that the new dock would interfere with our maneuvering of the vessel while approaching our dock. The initial dock proposal shows a length of 192 feet. The City despite having the information on the interference the 192 foot dock would cause with our maneuvering increased the length of the dock to 264 feet as proposed in their permit application.

Sincerely,



Margo Marks

President

Beaver Island Boat Company

ATTACHMENTS



united design associates

RECEIVED

FEB - 1 2013

CITY OF CHARLEVOIX

January 25, 2013

Mr. Robert Straebel, City Manager
City of Charlevoix
210 State Street
Charlevoix, Michigan 49720

Re: Observations and Comments for Preliminary Study
City of Charlevoix Addition of New Northerly Floating Pier System.
Charlevoix Municipal Marina on Round Lake

Dear Mr. Straebel:

Subsequent to our meeting in December, we have received some initial information as to the Beaver Island Ferry maneuvering into the ferry ramp north of existing municipal marina at East Park in the area of proposed new Northerly Pier System. Our first draft plan as discussed at our meeting is patterned from prior layout information and discussions, the City of Charlevoix had with Flotation Docking Systems. Please note that the topographic and sounding information for this study has not yet been received yet from Ferguson & Chamberlain of Charlevoix. Therefore, this first draft plan is compiled without a true plan. From our initial field measurements and other information available at this point, the draft plan does appear to be close, and it appears the maneuvering may not change much even if more maneuvering information is secured. We do not have any craft maneuvering information on the Beaver Island Ferry Boat at this point.

We have imposed this maneuvering information unto the first draft pier layout we discussed at the meeting we had. We have also imposed this on a preliminary layout you handed to us that was done by others. See that information included herewith. We have been given information that includes comments from the Keweenaw Star, and letter from the Beaver Island Boat Company. See that information enclosed herewith.

Looking at all of this, it appears that to not interfere with the Beaver Island Ferry Maneuvering which includes a buffer zone, the first draft pier system will loose half of the slips and it appears the mooring of the Keweenaw Star with this first draft layout may be in jeopardy.

Please review this information, but it appears that political constructive discussions by the City with these craft companies are needed. Please review this information with your committee. We are hesitant to proceed much further with this without City direction.

111 NORTH MAIN ST. - SUITE 3 - CHEBOYGAN, MICHIGAN 49721

Item "B"

102

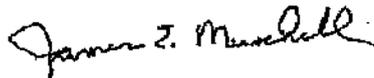
Page 2 of 9



Page 2, Mr. Robert Straebel, City Manager, January 25, 2013

Yours Truly,
United Design Associates


John H. Schlak, P.E.



James E. Muschell, FASCE, PE

Subj: **FW: BIBCO Boat**
Date: 12/18/2012 3:13:34 P.M. Eastern Standard Time
From: robs@cityofcharlevoix.org
To: UDASSOC@aol.com
CC: chxdpw@sbcglobal.net
John

See initial readings from Pat Elliott. Thanks, Rob

From: CHXDPW [mailto:chxdpw@sbcglobal.net]
Sent: Wednesday, December 19, 2012 2:51 PM
To: Rob Straebel
Subject: BIBCO Boat

Rob,

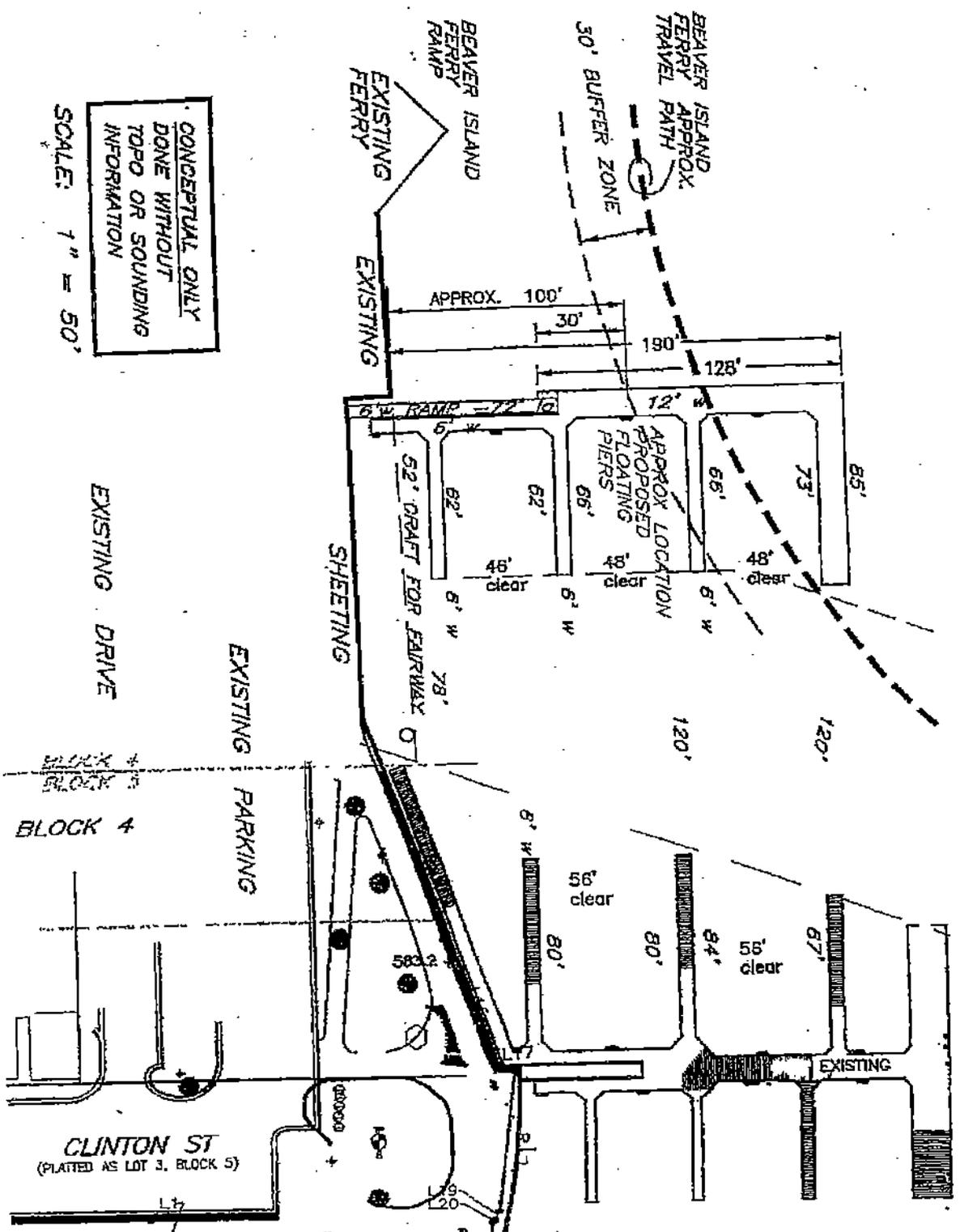
Today we took the range finder down to see how close the BIBCO boat comes to the sea wall and ranged it at 49 yards or almost 150 feet. This was on a calm day and I would assume that this distance would change depending on which direction the wind is coming from. I do not have John's email, can you forward this to him. We are going to range this a few more times to try and get an average.

Pat

DPW Superintendent
City of Charlevoix
210 State Street
Charlevoix MI. 49720
www.cityofcharlevoix.org

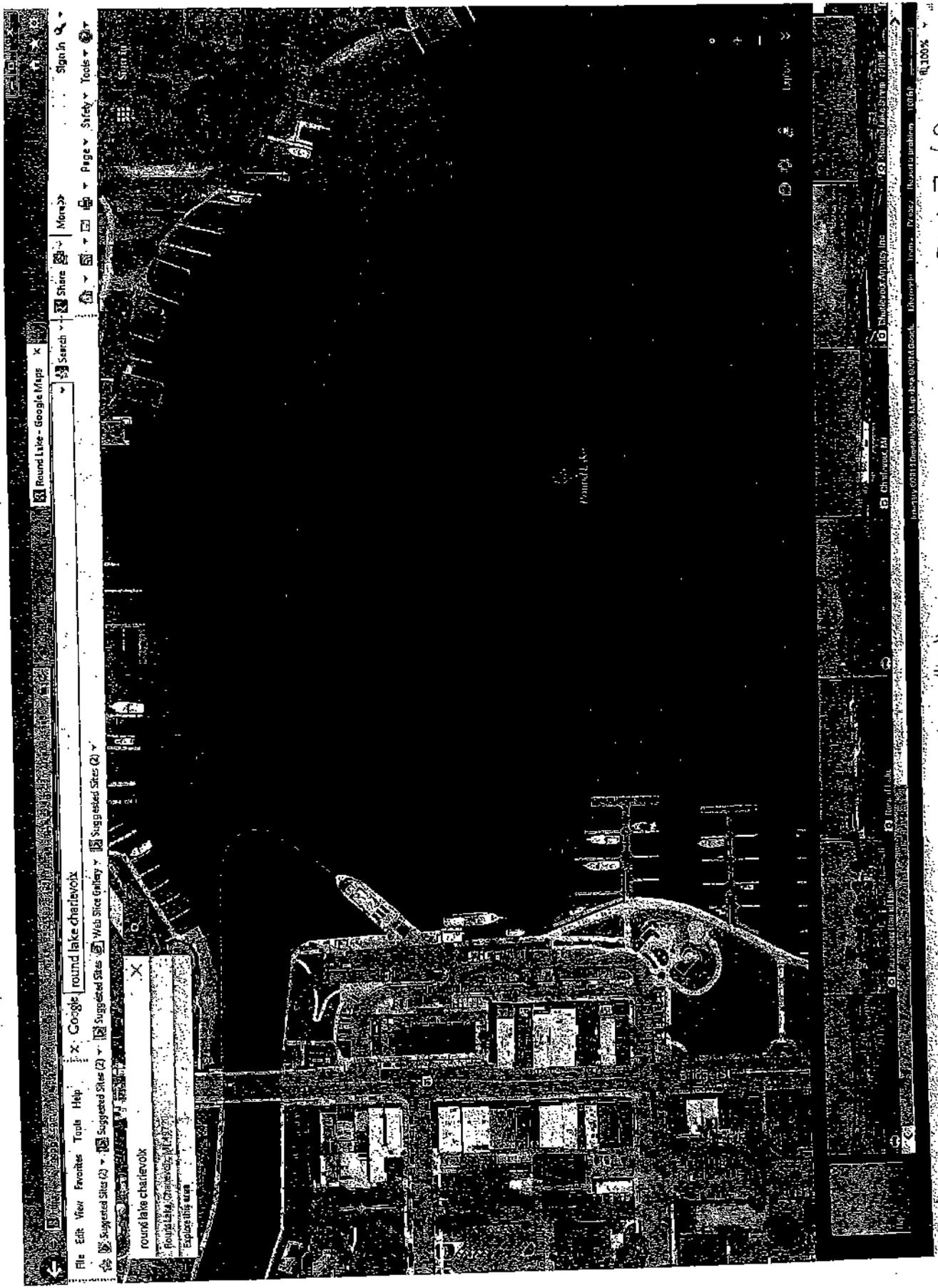
Phone: (231) 547-3276
Fax: (231) 547-3601

Item "C"



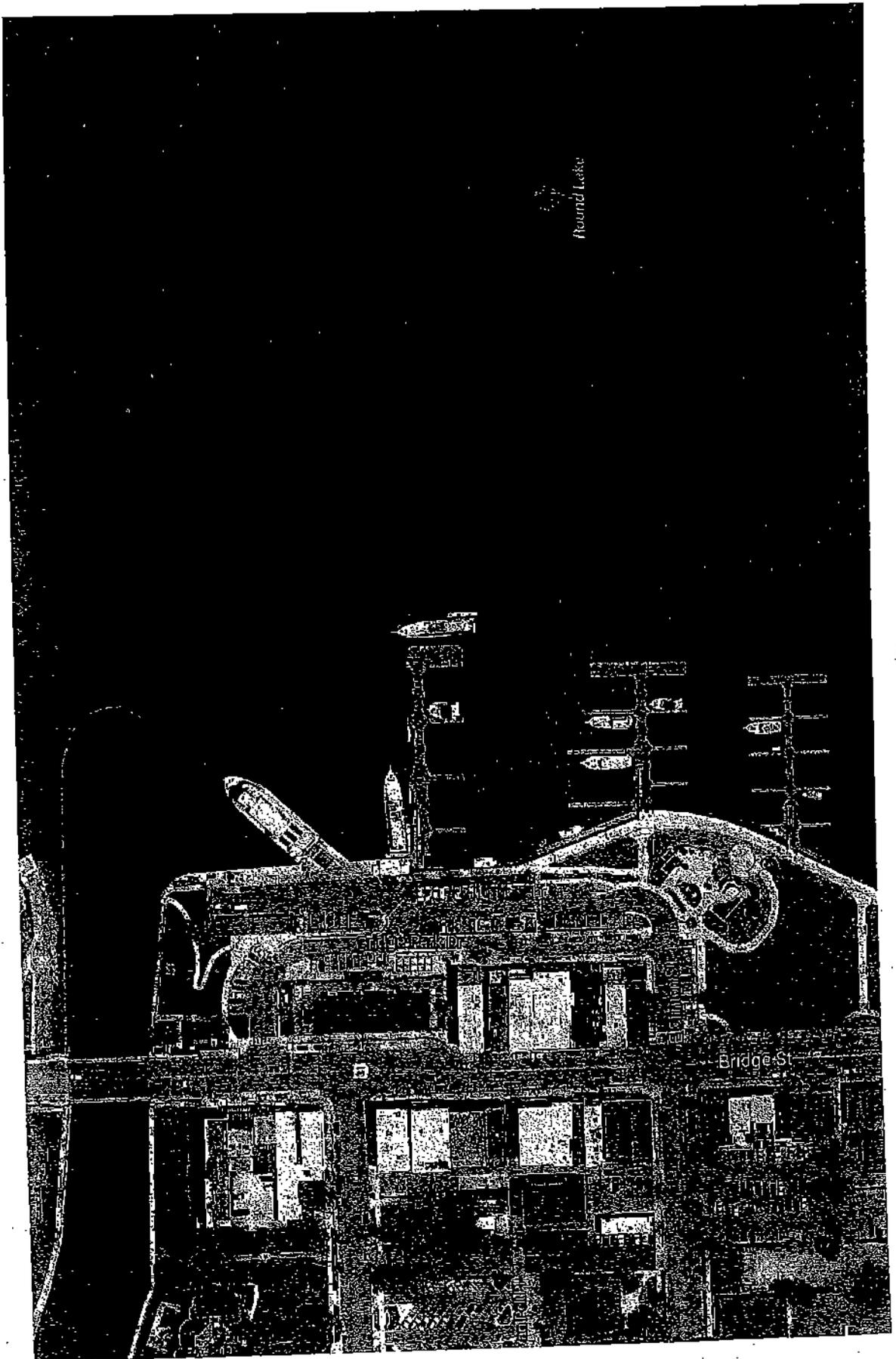
CONCEPTUAL ONLY
 DONE WITHOUT
 TOPO OR SOUNDING
 INFORMATION

SCALE: 1" = 50'



Page 7 of 9

Item "F"



Round Lake

Item "G"

Page 8 of 9



Item "H"

Beaver Island Transportation Authority

Post Office Box 426
Beaver Island, Michigan 49782
231/448-3049

REGULATORY OFFICE
2015 JAN 13 PM 2:57

Robert Tidmore/Chairman
Kathleen McNamara/Vice-Chairman
Ed Troutman, Secretary/Treasurer
Larry Hertz
Don Vyse
Mary Cook/Executive Director

January 8, 2015

Charles M. Simon,
Chief, Permit Evaluation Western Branch
Regulatory Office
Detroit District, Corps of Engineers
477 Michigan Avenue
Detroit, Michigan 48226-2550

Dear Mr. Simon;

This letter is in regards to file number LRE-2003-410240-S14 for the proposed expansion of the City of Charlevoix East Park Marina. The Beaver Island Transportation Authority (BITA) is the owner of the M/V Emerald Isle which is operated by the Beaver Island Boat Company (BIBCO) and utilizes the dock adjacent to the proposed plan for transporting 30,000 to 40,000 passengers per year, vehicles, and freight to Beaver Island.

As owner of the ferry we strongly object the dock being built out into Round Lake. BITA has concerns for the safety of the passengers, crew, and the vessel, and ask that the following factors be considered during the permit process:

The 130' Emerald Isle currently utilizes the northwest corner of Round Lake to back into its dock with limited space. Should the proposed marina expansion come to fruition the Emerald Isle will be forced to use the Pine River (channel) to maneuver itself around and back in or loop around Round Lake and back into the dock, neither of which allows ample space for navigation.

- The Pine River approach would cause the vessel to stop in the narrow and often congested channel in order to back to the dock.
- The Round Lake approach brings the vessel dangerously close to the proposed docks while navigating around other obstacles.

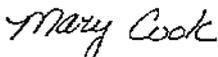
The proposed site plan does not clearly show the location of the Pine River on sheet two or three which lies north of where the Emerald Isle is docked and runs from east to west from Round Lake to Lake Michigan. Enclosed is a copy of NOAA Chart 14942 of which does not show the location of the BIBCO dock nor the proposed marina. But, does show the Pine River, lift bridge, small boat mooring field, nine foot shoal and warning buoy on the north shore of Round Lake, making it evident the lack of space to maneuver the 130' Emerald Isle.

Potential and past situations having occurred causing unsafe conditions:

- Extreme weather conditions are frequent and high winds impact the maneuverability of the vessel
- Lift bridge malfunctioning and not being able to open causing recreational boat traffic to back up
- Waiting for the lift bridge to open and boat traffic backing up especially during peak boating season

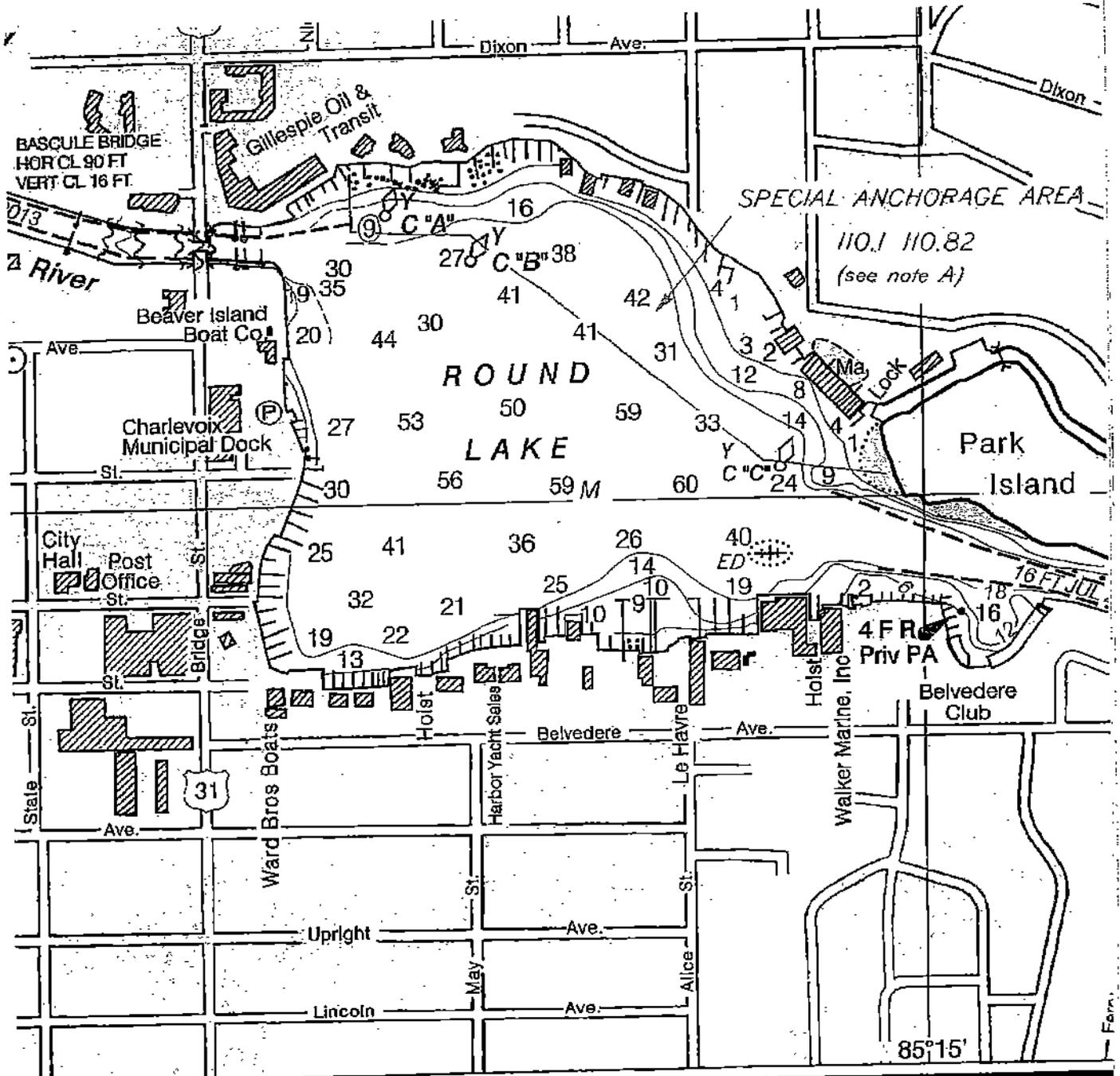
We ask to be informed of any activity with this proposed project and be notified of the date and time if a public hearing is held.

Sincerely,


Mary Cook
Executive Director

Enc: NOAA Chart 14942
Michigan Interactive Round Lake map

Cc: Margo Marks, President, Beaver Island Boat Co
Bill McDonough, CEO, Beaver Island Boat Co



Arthur, Edward J LRE

From: St. James Marine Co. & Fogg Towing [mailto:stjamesmarine.com]
Sent: Thursday, January 08, 2015 2:21 PM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] File No. LRE-2003-410240-S14 Charlevoix Marina

Dear Charles,

We at St. James Marine Company & Fogg Towing have reviewed and discussed the plans (File No. LRE-2003-410240-S14) for the proposed 198' addition to be located to the north of pier A at the Charlevoix City Marina. We regard the economic development of downtown Charlevoix as vital and important. As a Charlevoix Chamber of Commerce member and a Charlevoix business owner, we support ideas that will promote commerce if they can be executed safely. The proposed dock is not, however, a safe judgment. As a commercial vessel operator, navigating through the Round Lake and two channels is very difficult as it is with the amount of high boat traffic. It takes great concentration, experience and a captain who is dedicated to the safety of others. Summer boat traffic is an onslaught as it is, combined with pleasure boaters who are not familiar with the USCG Rules of the Road, some who may be drinking and unfamiliar with the fact that a tug pushing thousands of tons of freight is incapable of stopping or maneuvering as agile as they can. Navigating through this scene with your extended dock plan is too great a risk for everyone. It will add to the congestion, narrow the safety of the federal channel and create more of a blind spot for the dog-leg turn we all have to make coming into the channel. It is also a concern for the Venetian Festival and the safety margin that is getting smaller and smaller for a safe show. We are not in favor of a dock that will turn the boats out on end as other boat traffic will have to go out and around in order to pass. This will create a huge clog and push everything farther out into an already over taxed small lake. We are not alone in this concern. Please review the plans for this new dock and see for yourself how far it sticks out into the heavy traffic. It is dangerous plan.

Please reconsider this plan for the safety of all of us.

Sincerely,

Captain Matthew Fogg, Owner
St. James Marine Co. & Fogg Towing

--
Captain Matthew Fogg
St. James Marine Co. & Fogg Towing
231-838-0254 cell
PO Box 149
Beaver Island, MI 497825
www.stjamesmarine.com

Arthur, Edward J LRE

From: Mike Green [greenm@tds.net]
Sent: Friday, January 09, 2015 9:32 AM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] Charlevoix Marina

Dear Mr. Arthur,

I am writing with my concerns with file # LRE-2003-410240-S14 the Charlevoix Marina expansion.

I have been a U.S.C.G. Licensed Captain with the Beaver Island Boat Co. for over 35 years. I have made more trips in and out of Charlevoix than I could possibly count. In my opinion this expansion will create a potentially dangerous situation.

Round Lake becomes very crowded in the summer with all the boats, jet skis, kayaks, and paddle boards. Boats are coming in and going out of the Chanel almost continually. Many people are inexperienced with rules of the road and boat handling. The new docks will leave no room to avoid a potential situation. Then add in wind and swell running down the Chanel and it will be worse.

The new docks will have a potential to disrupt our service when there are stronger winds as we need some room to maneuver to get to our dock.

Thank you for your consideration.

Sincerely,
Mike Green
25665 Lake Dr.
Po box 22
Beaver Island MI 49782
(231)-675-6554

Sent from my iPad

Arthur, Edward J LRE

From: Sgd [sgdamm2002@gmail.com]
Sent: Saturday, January 10, 2015 10:20 AM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] Charlevoix Harbor

The plan to expand Charlevoix's Marina will seriously negatively impact public waterways for the benefit of a few mega yacht owners

The waters of Round Lake Harbor should be protected for all

Please reject this application

Sara Gay Dammann
08880 Boyne City Rd
Charlevoix49720
231 675 5264 or 231 622 5112

Apologies for typos
Sent from allegedly smart phone

Arthur, Edward J LRE

From: Linda Henry [whithenry11@aol.com]
Sent: Sunday, January 11, 2015 9:45 AM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] Proposed Expansion of Round Lake Harbor

Dear Sir,

I am writing regarding File Number LRE-2003-410240-S14, the proposed expansion of Round Lake Harbor in Charlevoix, MI.

I am concerned about safety if the proposed expansion proceeds. The area around the channel is busy. Many boaters including kayakers, use this area. The larger vessels like the Emerald Isle, have very little room to maneuver. The proposed plan ignores safety lines that appear on current maps of the area. The resulting congestion may result in boating accidents if too many large vessels share a small space. Ignoring the existing safety recommendations may cause the Beaver Island Boat Company and the Keewanaw Star to relocate to other cities. Increased traffic will endanger the small boaters that use the channel.

For these reasons I oppose the expansion of the harbor.

Linda C. Henry
13060 PD Campbell Court
Charlevoix, MI. 49720

Arthur, Edward J LRE

From: Frank H. Shepherd [frank.shepherd@gmail.com]
Sent: Tuesday, January 13, 2015 11:47 AM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] Comments to File # LRE-2003-410240-S14

Dear Mr. Arthur:

Round Lake is situated between Lake Michigan and Lake Charlevoix. It is a very small "Lake" and is obsensively a "parking lot" for boats. No fishing; no skiing; no speed boating; no swimming. In addition, the lake is ideally situated in the City of Charlevoix since the docks are virtually on "Main" Street. The present harbor is full all summer and brings a lot of \$\$\$\$ to the downtown merchants. We have a saying here in Charlevoix. You make it during the summer and you winter in Florida. Summer is the only season that matters here so anything that helps the merchants in the summer months is very very good for the over-all health of the city.

Therefore, I support the expansion of the docks and harbor.

However, I feel that pushing the "new docks" to the "North" is not ideal. Why? It encroaches on the fast moving "Pine River" that connects Lake Michigan with Round Lake and would be a hazard to boaters and most importantly to The Beaver Island Boat Company. They presently have large facility on the North end of the dock and are very important to the City. They bring hundreds and hundreds of passengers each month from April to December to and from Beaver Island.

I truly believe by "crowding" their docking ability by cutting down their maneuvering space (they have to back into their dock) they will be put in danger. Why? They will be forced to maneuver in the Pine River Channel with its currents that change and run both east and west, depending on the winds. I believe this puts in danger the north shoreline with docks and boats (not shown on your drawing); the Keweenaw Star would be more vulnerable to a mishap AND the Beaver Islander would be forced to use the Pine River Channel to maneuver. This action would cause other boaters who use the Pine River Channel to back off; stay put or get out of the way. Not happy campers!

Why not put the expansion using the existing Pier A and just build out further east? Or even take-off of Pier A on a 45 degree angle toward the Northeast?????

My bet is you will find a way to approve the expansion without endangering The Beaver Islander; its passengers and owners. The expansion will be good for the city; good for boaters; and most importantly a safe and sane way to help the city and its merchants.

Many thanks for reading this and considering my points.

Frank Shepherd
08111 Mulberry Lane
Charlevoix, Michigan
231 675-0732

Frank H. Shepherd
08111 Mulberry Lane
Charlevoix, Michigan 49720
231 675-0732 cell phone
frank.shepherd@gmail.com

Arthur, Edward J LRE

From: Bergan, Joseph [jbergan@usgs.gov]
Sent: Wednesday, January 14, 2015 7:56 AM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] Project LRE-2003-410240-S14

Dear Mr. Arthur,

I apologise for the late comment letter but I was just informed of this proposed project. I have very serious concerns for safe navigation through the Pine River, the Charlevoix Bridge and Round Lake if the new proposed floating dock is installed at the position shown in the applicants drawings. The drawings for the project omit the location in reference to the close proximity to the Charlevoix bridge. This bridge and vessel congestion at the proposed site is a recipe for disaster. The draw bridge operation schedule is per MDOT rules on the hour and half hour for recreational vessels. This causes a bottle neck of vessels waiting for a bridge opening at the proposed site. Commercial vessels are exempt from the MDOT schedule but must follow USCG rules for safe passage in a very tight waterway for safe navigation. The present vessel traffic scheme is at its maximum in my opinion for the summer navigation season. Removing any safe water in this area would cause a certain serious probability of collision with vessels already in this bottle neck of disaster. This project would remove the remaining safe maneuvering area for vessels staging for a bridge opening.

I work under the authority of a US Coast Guard Merchant Mariner's Masters License. I operate out of Charlevoix on projects for 43 days per year. I am not qualified as a marine engineer but have 34 years of professional mariner experience. In reviewing the proposed dock drawings I have serious doubts that this large floating dock with 80 ft. vessels moored on the inside and a excursion vessel moored on the bridge side can be securely moored in a summer thunder storm squall with only two concrete anchors in 50 ft of depth. The mass and resistance of the load on the dock verses the wind resistance of the vessels moored is problematic at minimum.

I have no objection to the intent of the project. I do have very serious safety concerns for navigation at the proposed site. Are there any alternate sites that were proposed that would mitigate the potential safety concerns I have?

Very Respectfully.
Joe Bergan

--

Joe Bergan

Ship Captain

US Geological Survey - Great Lakes Science Center

Cheboygan Vessel Base

606 Water St.

Cheboygan, Mi. 49721

Ship (231) 420-1108

Base (231) 627-4571

Fax (231) 627-8791

email: jbergan@usgs.gov

<https://mail.google.com/mail/?view=cm&fs=1&tf=1&to=jbergan@usgs.gov>

Arthur, Edward J LRE

From: MARY EVELEIGH [eveleigh0922@sbcglobal.net]
Sent: Wednesday, January 14, 2015 6:30 PM
To: Arthur, Edward J LRE
Subject: [EXTERNAL] Public Notice File No.LRE-2003-410240-S14 PROPOSED EXPANSION OF THE CITY OF CHARLEVOIX EAST PARK MARINA

Dear Mr. Arthur, I am responding to this public notice concerning the city of Charlevoix proposed marina expansion. Back in 2005 a proposed site plan was submitted to the DEQ [permit no. 88-15-0950-M] for the now expansion of this marina, dated November 2003, revised date Jan. 2005. A USE LINE was established on this revised Site Plan for navigation and safety purposes. The revised plan showing that the extensions were to be placed within this Use Line. In reviewing this current proposed Site Plan there is no USE LINE? Navigation and safety should be of great concerns. The impacts of this proposed expansion effects not only the safety for all commercial and pleasure boaters but the environmental concerns. Round Lake in which this current Marina abuts to has been built to its fullest. The community is very proud of this current clean marina status. This proposed application should be denied. Thank You Mary Eveleigh 208 east Dixon Ave, Charlevoix Michigan 49720 231-547-5548



**CHARLEVOIX COUNTY
GIS & PLANNING DEPARTMENT**

301 State Street
Charlevoix, Michigan 49720
(231) 237-0113 / (231) 547-7234
kellyb@charlevoixcounty.org / starkk2@charlevoixcounty.org

January 19, 2015

Charles M. Simon
Chief, Permit Evaluation Western Branch
Regulatory Office
Detroit District, Corps of Engineers
477 Michigan Avenue
Detroit, Michigan 48226-2550

Re: File No. LRE-2003-410240-S14

Dear Mr. Simon:

At their meeting on January 15, 2015, the Charlevoix County Planning Commission reviewed the public notice for the permit application submitted by the City of Charlevoix to expand the municipal marina at East Park on Round Lake. After discussing the proposed project, the Commission took the following action:

MOTION by Michael Buttigieg, seconded by Ron Van Zee, that based on public safety issues, use of the State waterways, boat traffic congestion during certain months of the year, and weather conditions, we feel the marina expansion as proposed could create a potentially hazardous situation on Round Lake, and we recommend that a public hearing be held on the proposed project. Voice vote: all in favor. Motion passed.

If you have any questions regarding the Commission's comments on the proposed project, please give me a call at (231) 547-7234.

Sincerely,

Kiersten Stark
Planning Coordinator

January 22, 2015

Charles M. Simon
Chief, Permit Evaluation Western Branch
Regulatory Office
Detroit District, Corps of Engineers
477 Michigan Avenue
Detroit, MI 48226-2550

Dear Mr. Simon,

I am writing to express my concerns and opposition to the proposed expansion of the East Park Marina piers and dock area, located in Charlevoix, Michigan.

File # LRE-2003-410240-S14

I have captained large vessels into and out of Round Lake, in Charlevoix, Michigan for over 40 years. I personally make approximately 200 inbound and 200 outbound transits per year.

My experience also includes operating vessels on all the Great Lakes and East Coast, from New York north, including the St. Lawrence Seaway and the N. Y. Barge Canal. These include single, twin, and triple screw vessels.

After reviewing the drawings presented by the City of Charlevoix, I believe the presentation is incomplete at best and does not convey the facts accurately.

The drawbridge is not shown on the plans which leads boaters, pedestrians, and motorists alike, to believe the pier expansion will not affect them. The proximity of the channel and north shore line is not shown clearly. On the detailed drawing the shore line appears to have been omitted on the north side of Round Lake. When in actuality, the space is an important part of the issue. All of the details and facts should be presented accurately so the public can make an informed decision.

We have been stopped on both sides of the bridge for various reasons including, ambulances, fire trucks, police, backed up traffic, pedestrians, etc. When this happens it is very difficult to maintain our position with the strong and changing currents, the wind, and many varieties of pleasure vessels coming and going to and from Round Lake. Placing so many vessels in a smaller area where the currents are the strongest is a recipe for an accident.

When the wind is from the right direction and the at the right velocity, it can produce a large swell where the proposed pier would be located. The potential for personal and environmental consequences is high, particularly with inexperienced boaters.

In conclusion; taking into consideration all points, the bridge, wind, currents, number of vessels, types of vessels, and the lack of experience with some of these boaters,

the proposed project will prevent us from making our dock in certain conditions. The proposed addition to the piers will increase the chances of a marine incident.

In my opinion the expansion of the piers and docks are a very bad idea for the majority of sailors, and most likely for pedestrians and motorists too.

Thank you for allowing me to express my opinions and concerns about the expansion of the Charlevoix East Park Marina, by the City of Charlevoix.

Sincerely,
Kevin McDonough
USCG Licensed Captain
26140 Pine Street
Beaver Island, MI 49782
231-448-2330

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Resolution to Adopt Rates & Fees Associated with the 2015-16 Budget

DATE: February 16, 2015

PRESENTED BY: Kelly McGinn, City Treasurer

ATTACHMENTS: (1) Proposed 2015-16 Budget Resolution to Adopt Rates & Fees
(2) Proposed Rates & Fees

BACKGROUND INFORMATION: City Council needs to adopt the rates and fees to support the 2015-16 Budget. The rates and fees would be effective on April 1, 2015 and include all rates and fees in the budget documents. Rate and fee changes are noted in the resolution. Please note that the service charges for meter size and commodity factor/rate associated with the 22.0% increase have been added to the Sewer rates.

RECOMMENDATION: The budget is dependent on these rates and fees to maintain the proposed financial positions presented in the various budget documents. By passing the proposed resolution, rates and fees will become effective on April 1, 2015 which is the start of the City's new fiscal year.

Motion to adopt Resolution 2015-02-02 Rates and Fees Associated with the 2015-15 Budget.

CITY OF CHARLEVOIX
RESOLUTION NO. 2015-02-XX
RATES & FEES ASSOCIATED WITH THE 2015-16 BUDGET

- WHEREAS,** the City of Charlevoix annually must adopt a balanced budget to comply with the City Charter; and
- WHEREAS,** the City of Charlevoix in preparing the budget, assumes the adoption of rates and fees for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and
- WHEREAS,** the City of Charlevoix defines all of their rates and fees in the rate section of the proposed budget; and
- WHEREAS,** the City of Charlevoix proposes to make these rates and fees effective on April 1, 2015.

NOW THEREFORE BE IT RESOLVED that the City of Charlevoix adopts all rates and fees included in the 2015-16 Proposed Budget with changes to the rates and fees for the following areas: Utility rates for electric, sewer and water and fees for the following services: airport, golf, parking lines, fees and spaces, Ferry Beach boat launch ramp parking fees, miscellaneous fees, FOIA requests, golf, planning and zoning and recreation.

RESOLVED, this 16th day of February, 2015 A.D.

Resolution adopted by the following yeas and nays votes:

Yeas:
Nays:
Absent:

City of Charlevoix, Michigan

Electric Rates

	Current		Proposed	
	Rate / kWh	Customer Charge	Rate / kWh	Customer Charge
Residential - In City	\$0.0786	\$5.25	\$0.0817	\$5.25
Residential - In Senior	0.0715	5.25	0.0744	5.25
Residential - Rural	0.0910	6.00	0.0946	6.00
Residential - Rural Senior	0.0886	6.00	0.0921	6.00
Commercial - In City (GS-C)	0.0890	12.00	0.0917	12.00
Commercial - Out (GS-R)	0.1008	12.00	0.1048	12.00
Commercial - Demand	0.0505	42.00	0.0505	42.00
Industrial & Charity Demand	0.0400	235.70	0.0400	235.70
Demand KW	10.90 / KW		10.90 / KW	

* PCA changes twice a year (in April & October) (PCA = Power Cost Adjustment)

	Current	Proposed
Disconnect / Reconnect - Regular	-	-
Disconnect / Reconnect - After Hours	80.00	150.00
Disconnect / Reconnect - Regular Without 24 Hour Notice	30.00	50.00
Disconnect / Reconnect - Seasonal**	115.00	115.00
Disconnect / Reconnect - Seasonal After Hours**	167.00	167.00

** Disconnected from the system for longer than one billing cycle

Reconnect - Non Payment	30.00	30.00
Reconnect - Non Payment After Hours	80.00	150.00
Trenching for All Underground Residential Services 200 amps & Under	3.00 Per Foot	3.00 Per Foot

Security Lights (Per Month)	Current		Proposed	
	In City	Rural	In City	Rural
32 Watt LED	N/A	N/A	4.66	4.80
70 Watt	4.96	5.60	5.28	5.60
100 Watt	4.57	N/A	6.60	7.08
150 Watt	7.12	7.98	8.92	9.23
250 Watt	11.66	13.15	14.11	15.24
400 Watt	16.93	19.23	20.79	22.60
1000 Watt	31.58	43.61	47.37	51.90

City of Charlevoix, Michigan

Water & Sewer Rates

WATER RATES

Service Charge - Meter Size	IN CITY		RURAL	
	Current	Proposed	Current	Proposed
3/4" or Smaller	\$13.91	\$14.60	\$27.82	\$29.20
1"	17.11	18.50	34.22	37.00
1 1/2"	27.61	29.80	55.22	59.60
2"	39.86	42.00	77.72	84.00
3"	68.61	74.00	137.22	148.00
4"	124.61	140.00	249.22	280.00
6"	243.61	263.00	N/A	N/A
Sprinkling Meter	1.50	2.00	3.00	4.00

Commodity Charge	Current		Proposed	
1st 2,000 Gallons	3.30	3.45	6.60	6.90
3rd-50th 1,000 Gallons	2.55	2.70	5.00	5.40
51st 1,000 Gallons and Over	2.10	2.70	4.00	5.40
Water Usage Minimum (Gallons)	2,000	2,000	2,000	2,000
Water Minimum Charge	17.21	18.05	34.42	36.10

Privilege Fees	Current		Proposed	
New User Cost per REU, Prepaid	1,000.00	1,000.00	1,500.00	1,500.00
Turn On Fee - Water	150.00	150.00	250.00	250.00
Turn On / Off Fee - Water (Seasonal)	N/A	25.00	N/A	35.00
Turn On Fee - Sprinkler	20.00	25.00	20.00	35.00

Water Tap Fees	Current		Proposed	
3/4" Line	\$250.00	\$250.00		
1" Line	320.00	320.00		
Larger Than 1" Line	cost	cost		

Other Fees	Current		Proposed	
Service Upgrade (remove old galvanized pipe)	500.00	500.00		
Bacteriological Tests	20.00 / sample	20.00 / sample	20.00 / sample	20.00 / sample

SEWER RATES

Service Charge - Meter Size	IN CITY		RURAL	
	Current	Proposed	Current	Proposed
3/4" or Smaller	\$23.40	\$29.50	\$35.10	\$44.25
1"	32.60	41.50	48.90	62.25
1 1/2"	52.40	67.50	78.60	101.25
2"	75.50	97.50	113.25	146.25
3"	145.50	188.00	218.25	282.00
4"	246.00	318.00	369.00	477.00
6"	N/A	N/A	375.00	485.00

Commodity Charge	Current		Proposed	
Commodity Rate per 1,000 Gallons	5.00	5.60	6.35	8.40
Sewer Minimum Charge	33.40	40.70	47.80	61.05
Summer Sprinkling Rate	N/A	N/A	N/A	N/A

Privilege Fees	Current		Proposed	
New User Cost per REU, Prepaid	2,000.00	2,000.00	3,000.00	3,000.00
Turn On Fee - Water & Sewer	350.00	420.00	525.00	630.00

City of Charlevoix, Michigan

Ambulance Rates

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Base Rate - Basic Life Support (BLS)	\$425.00	\$525.00	\$425.00	\$525.00
Base Rate - Advanced Life Support (ALS)	500.00	600.00	500.00	600.00
Note: Additional unit time may be added to base rate	55.00	75.00	55.00	75.00
Intercepts (ALS)	600.00	700.00	600.00	700.00
Mileage Rate / Loaded Mile	11.50	11.50	11.50	11.50
Transfers - Basic Life Support (BLS)	425.00	525.00	425.00	525.00
Transfers - Advanced Life Support (ALS)	500.00	600.00	500.00	600.00
Response Fee: Treatment / No Transport	400.00	450.00	400.00	450.00
JAWS Charge	500.00	750.00	500.00	750.00
Lift Assist Only	100.00	150.00	100.00	150.00

City of Charlevoix, Michigan

Cemetery Rates

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Adult Lots	\$400.00	\$600.00	\$400.00	\$600.00
Baby Lots	200.00	300.00	200.00	300.00
Adult Opening	300.00	450.00	300.00	450.00
Baby Opening	150.00	225.00	150.00	225.00
Winter Opening	600.00	900.00	600.00	900.00
Adult Exhumation	600.00	900.00	600.00	900.00
Cremation Opening	175.00	275.00	175.00	275.00
Cremation Exhumation	200.00	300.00	200.00	300.00
Winter Storage: City Cemetery	100.00	100.00	100.00	100.00
Winter Storage: Other Cemetery	150.00	150.00	150.00	150.00
Monument Foundation: Single or Double (price per square inch)	0.25	0.25	0.25	0.25
Replacement Deed	10.00	10.00	10.00	10.00
Deed Transfers: One to Four (1-4) (price each)	20.00	20.00	20.00	20.00
Deed Transfers: More than Four (4+)	At Cost	At Cost	At Cost	At Cost
Perpetual Care	175.00	275.00	175.00	275.00
Seeding / Topseeding / Leveling	Cost	Cost	Cost	Cost
Full Setup	100.00	100.00	100.00	100.00
Partial Setup	50.00	50.00	50.00	50.00
Saturday / Sunday / Holiday	Double	Double	Double	Double

Charlevoix Municipal Airport

Schedule of Rates and Charges

	<u>Current</u>	<u>Proposed</u>	
Aircraft Landing & Ramp Fees			
Single Engine			Minimum Fuel Purchase
Landing Fee	\$0.00	\$0.00	N/A
Ramp Fee (overnight)	3.00	8.00	
Weekly Pass	15.00	25.00	
Monthly Pass	50.00	60.00	
Yearly Pass	250.00	260.00	
Piston Twin			Minimum Fuel Purchase
Landing Fee	20.00	20.00	50 gallons
Ramp Fee (overnight)	10.00	15.00	
Weekly Pass	50.00	50.00	
Monthly Pass	150.00	150.00	
Yearly Pass	450.00	450.00	
Single Turbo Prop (including Meridan, TBM & Eclipse Jet)			Minimum Fuel Purchase
Landing Fee	45.00	45.00	75 gallons
Ramp Fee (overnight)	25.00	30.00	
Weekly Pass	125.00	130.00	
Monthly Pass	300.00	300.00	
Yearly Pass	600.00	600.00	
Twin Turbo Prop (including Pilatus & Caravan singles)			Minimum Fuel Purchase
Landing Fee	60.00	60.00	100 gallons
Ramp Fee (overnight)	30.00	40.00	
Weekly Pass	150.00	150.00	
Monthly Pass	400.00	400.00	
Yearly Pass	800.00	800.00	

Charlevoix Municipal Airport

Schedule of Rates and Charges

Aircraft Landing & Ramp Fees	Current	Proposed	Minimum Fuel Purchase
Type I Jet (up to 20,000 lbs)			150 gallons
Landing Fee	\$75.00	\$80.00	
Ramp Fee (overnight)	40.00	40.00	
Weekly Pass	150.00	150.00	
Monthly Pass	400.00	400.00	
Yearly Pass	900.00	900.00	
Type II Jet (20,000 - 40,000 lbs)			200 gallons
Landing Fee	100.00	110.00	
Ramp Fee (overnight)	50.00	50.00	
Weekly Pass	200.00	200.00	
Monthly Pass	500.00	500.00	
Yearly Pass	1,000.00	1,000.00	
Type III Jet (over 40,000 lbs)			250 gallons
Landing Fee	125.00	135.00	
Ramp Fee (overnight)	70.00	70.00	
Weekly Pass	250.00	250.00	
Monthly Pass	700.00	700.00	
Yearly Pass	1,200.00	1,200.00	

NOTES: 1) Landing fee or ramp fee waived for one day with a qualifying minimum purchase of fuel.

2) Only one fee to be charged per day, either ramp or landing fee.

3) Yearly pass covers all landing and ramp fees for one year.

4) Landing fees are waived for aircraft that land as a result of an in-flight emergency, doing touch-and-goes, are based at Charlevoix Airport, or are owned by the military, state or federal government. Medical flights are not exempt from landing fees.

Hangar Rental Rates (per month)

Units 1, 2, 3, 8, 9 & 10	145.00	155.00
Units 4, 5 & 7	150.00	160.00
Unit 6	210.00	215.00
Box B	220.00	230.00
Box C	415.00	415.00
Box D	175.00	180.00

* Proposed rates are not effective until current leases expire.

Proposed rates are effective through March 31, 2016.

Charlevoix Municipal Airport

Schedule of Rates and Charges

	<u>Current</u>	<u>Proposed</u>
Land Lease Rates (per month, per square foot)	\$0.30	\$0.30
Access Rate for Through-the-Fence Operations (per square foot)	0.35	0.35
100LL Contract Fuel into Plane Fee (per gallon)	0.35	0.35
100LL Fuel Delivery Surcharge (Fuel Truck) (per gallon)	0.25	0.25
After Hours Call Out Fee (1st hour) - May-September	120.00	120.00
After Hours Call Out Fee (1st hour) - October-April	120.00	150.00
Additional Hours	100.00	100.00
Ground Power Unit (GPU) Connection (1 hour maximum)	60.00	75.00
Vehicle Parking Fees		
Daily	3.00	3.00
Overnight	5.00	5.00
Weekly	20.00	20.00
Monthly	60.00	60.00
6 Months	110.00	110.00
6 Months - Premium	200.00	200.00
Annual	200.00	200.00
Annual - Premium	365.00	365.00
Commercial Operations		
On-Airport Rental Car Service (per year)	Set By Contract	Set By Contract
Aircraft Servicing, Maintaining & Repairing (per year)	500.00	500.00
Catering Service	100.00	100.00
On-Airport Part 135 Operator (per year)	3,600.00	3,600.00
Off-Airport Part 135 Operator (per year)	10,000.00	10,000.00
* Fee will be the same as On-Airport 135 Operator until sufficient terminal space is available		
Parachuting & Jump Schools (per year)	2,500.00	2,500.00

Charlevoix Municipal Marina

Dock Rates

	Current		Proposed	
	May Tier D Rate / Night	June - Oct. 12th Tier E Rate / Night	May Tier D Rate / Night	June - Oct. 11th Tier E Rate / Night
Daily Fee Schedule - Transient Boaters				
Slip Size Per Waterways				
28'	36.00	45.00	36.00	45.00
29'	37.00	46.00	37.00	46.00
33'	43.00	53.00	43.00	53.00
38'	52.00	61.00	52.00	61.00
40'	59.00	64.00	59.00	64.00
44'	65.00	70.00	65.00	70.00
45'	67.00	72.00	67.00	72.00
50'	74.00	80.00	74.00	80.00
65'	96.00	104.00	96.00	104.00
80'	118.40	128.00	118.40	128.00
Per Foot	1.48	1.60	1.48	1.60
Harbormaster can adjust fees if slip size is different than boat size per Waterways 12/16/13 letter				
Daily Dingy Fee	5.00	5.00	5.00	5.00
Seasonal Fee Schedule				
Waterways daily transient slip rate Schedule "B" multiplied by 163 days.				
Dingy - Individuals (price per year)	500.00		500.00	
Dingy - Commercial (price per year)	600.00		600.00	
Burns Street Dockage (price per foot)	37.94		37.94	

City of Charlevoix, Michigan

Miscellaneous Fees

	Current	Proposed
Temporary / Seasonal Business Fees		
Solicitor's License: 1st Day, One Person	\$50.00	\$50.00
Additional Days (per day)	\$5.00	\$5.00
Additional Person on License (per person)	25.00	25.00
Auctioneer License (per auction)	no charge	no charge
Roadside Stand / Temporary Business (per application)	100.00	100.00
Transient Merchant	50.00	50.00
Street Performer	no charge	no charge
Mass Gathering Permit	100.00	100.00
Public safety services for events (applies to for-profit organizations only)	N/A	1,000.00
Standby for Fireworks (Equipment & Personnel) (per hour)	500.00	500.00
Police Escort Fee (per occurrence)	100.00	100.00
Liquor License Transfer Fee	100.00	100.00
IFT Tax Reduction Request	500.00	500.00
Trash License (annual fee)	10.00	10.00
Garden Plots (per plot)	25.00	25.00
City Flag	35.00	35.00
Facsimile (send or receive a fax) (per page)	1.00	1.00
NSF / Returned Check Charge (per occurrence)	45.00	45.00
ACH NSF Charge (per occurrence)	35.00	35.00
Police Bad Check Processing Fee (per request)	45.00	45.00
Copies		
City Charter (free on city website)	10.00	10.00
City Zoning Code (free on city website)	10.00	10.00
Code Book (free on city website)	30.00	30.00
City Budget (loose leaf)	15.00	15.00
City Budget (in binder with tabs) (3 documents)	50.00	50.00
City Council Rules & Procedures	2.00	2.00
General Copies (per copy)	0.25	0.25
Accident Report (per report)	2.00	2.00
Election Inspectors (per hour)	10.00	10.00
Election chairperson (per hour)	10.50	10.50
Election Receiving Board Member (per hour)	11.50	11.50
Board of Review Member (per day)	50.00	50.00

City of Charlevoix, Michigan

Miscellaneous Fees

Mileage
Per Diem - Council / Mayor (per day)
More Than 25 Miles (set by Compensation Commission)

	<u>Current</u>	<u>Proposed</u>
IRS Rate / Mile	50.00	50.00
	75.00	75.00

City of Charlevoix, Michigan

Golf Course Rates

	Current		Proposed	
	Prior To Memorial Day	Summer	Summer	After Labor Day
9 Holes Monday-Friday	\$14.00	\$15.00	\$15.00	\$13.00
9 Holes Monday-Thursday	14.00	16.00	16.00	13.00
9 Holes Saturday-Sunday / Holiday	19.00	23.00	23.00	19.00
9 Holes Friday-Sunday / Holiday	19.00	25.00	25.00	19.00
18 Holes Monday-Friday	50.00	55.00	60.00	60.00
18 Holes Monday-Thursday	55.00	60.00	60.00	60.00
18 Holes Saturday-Sunday / Holiday				
18 Holes Friday-Sunday / Holiday				
Resident: 5 Play Punch Card				
Non-Resident: 5 Play Punch Card				

* No proposed changes in daily fees for 2015. Only changes are including Friday in the weekend rates.

	Current	Proposed
Pull Cart Rental	3.00	3.00
Club Rental	12.00	12.00
Locker Rental - Upper / Lower	20.00 / 30.00	30.00 / 40.00

Season Pass

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Single	304.00	426.00	320.00	465.00
Double	457.00	579.00	(*)	(*)
Family	487.00	608.00	495.00	625.00
Student	176.00	184.00	185.00	200.00
Senior Citizen - Single	243.00	366.00	255.00	400.00
Senior Citizen - Double	365.00	487.00	385.00	535.00
Senior Citizen - Blended	412.00	534.00	(*)	(*)

* Eliminate Pass Holder Category

Golf Lessons

	Current Per Hour	Current Per 1/2 Hour	Proposed Per Hour	Proposed Per 1/2 Hour	Playing Lesson
Adult	30.00	20.00	30.00	20.00	60.00
Two Adults	40.00	30.00	40.00	30.00	90.00
Junior (17 & Under)	20.00	15.00	20.00	15.00	40.00

* Green fees waived for playing lesson.

Resident: Must meet one of the following criteria: 1) Taxpayer in the City of Charlevoix (including business or personal property), 2) Renter in the City of Charlevoix and registered to vote in the City of Charlevoix or 3) a dependent of an adult resident, claimed by the adult on their income taxes as a legal dependent and under the age of 18.

Senior Citizen: Age 55 and over.

Student: Under age 18 and parent's homestead address is in the Charlevoix School District.

City of Charlevoix, Michigan

Recreation Rates

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Pavilion Reservation				
Picnic Pavilion Rental - Weekday	\$30.00	\$50.00	\$30.00	\$55.00
Picnic Pavilion Rental - Weekend or Holiday	50.00	75.00	50.00	80.00
Picnic Pavilion Rental - Non-Profit	-	-	-	-
Performance Pavilion Rental (case by case)	50.00	100.00	50.00	100.00
Use of Public Property (case by case basis) (must be approved)	50.00	100.00	50.00	100.00
Wedding on Public Property (must by approved)	150.00	250.00	150.00	250.00
Sports Fees				
Team Fees (Basketball, Volleyball, Softball) (per team)	125.00	125.00	125.00	125.00
Youth Sport (per person)	20.00	25.00	25.00	25.00
Day Camp				
Mt. McSauba Day Camp (per person per week)	95.00	110.00	95.00	110.00
Northern Kids Club				
Mt. McSauba - Mornings Mon-Fri Inclusive (per person)	15.00	15.00	15.00	15.00
Mt. McSauba - Afternoons Mon-Wed Inclusive (per person)	25.00	25.00	25.00	25.00
Mt. McSauba - Friday Afternoon	30.00	30.00	30.00	30.00
Skate Park (Carpenter Avenue)				
Daily Pass	5.00	5.00	5.00	5.00
Seven Day Punch Card	25.00	25.00	25.00	25.00

City of Charlevoix, Michigan

Recreation Rates

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Mt. McSauba Ski Hill				
Weeknight Daily	\$10.00	\$15.00	\$10.00	\$15.00
Weekend Daily	13.00	18.00	13.00	18.00
Season Pass: 1 Person	110.00	165.00	130.00	199.00
Each Additional Family Member	60.00	60.00	70.00	80.00
Ski Team Pass	50.00	60.00	60.00	60.00
Equipment Rental				
Downhill Skis or Snowboard	10.00	12.00	10.00	12.00
Cross Country Skis or Snowshoes (8 hour rental)	5.00	8.00	5.00	8.00
Cross Country Skis or Snowshoes (24 hour rental)	10.00	12.00	10.00	12.00
Lessons				
Group Ski or Snowboard Lessons (per person)	40.00	45.00	45.00	50.00
Group Ski or Snowboard Lessons with Rental (per person)	50.00	55.00	55.00	60.00
Individual Ski or Snowboard Lessons with Rental (1/2 hour)	25.00	30.00	25.00	30.00
Individual Ski or Snowboard Lessons with Rental (1 hour)	35.00	40.00	35.00	40.00
Skating Rink				
Daily Fee	5.00	5.00	2.00	2.00
Season Pass	10.00	15.00	50.00	50.00
Ice Stakes Rental	5.00	5.00	2.00	2.00

City of Charlevoix, Michigan

Parking Fees & Fines

Parking Fines & Fees

	Current	Proposed
Non-Metered		
All Violations: Paid Within 72 Hours	\$15.00	\$15.00
All Violations: Paid After 72 Hours	30.00	30.00
Metered Parking, Signed 10 Minute or 2 Hour Limit Parking		
Expired Meter: Paid Within 24 Hours	10.00	15.00
Expired Meter: Paid After 24	N/A	30.00
Expired Meter: Paid Within 24 to 72 Hours	20.00	N/A
Expired Meter: Paid After 72 Hours	30.00	N/A
Reserved Parking - Acacia Lot		
(19 spaces May 1st through October 15th)	350.00	500.00

Ferry Boat Launch Ramp Parking Fees

	Current Resident	Current Non-Resident	Proposed Resident	Proposed Non-Resident
Seasonal				
Daily: Car and/or Car with Trailer	15.00	30.00	20.00	40.00
Commercial	5.00	8.00	5.00	8.00
10-punch (any commercial, limit one)	750.00	750.00	1,000.00	1,000.00
	100.00	100.00	100.00	100.00

City of Charlevoix, Michigan Planning & Zoning Fee Schedule

	Current	Proposed
Level A Site Plan Review	\$275.00	\$100.00
Level B Site Plan Review	275.00	275.00
Rezoning Application	325.00	325.00
Variance - Zoning Board of Appeals	350.00	350.00
Zoning Permit	40.00	40.00
Zoning Appeals	300.00	300.00
Special Use Permit	300.00	300.00
Parcel Division	125.00	125.00
Sign Permit	25.00	25.00
Sign Variance	225.00	300.00
Alley Abandonment	250.00	250.00
Sidewalk Café (Annual Fee)	N/A	50.00

NOTE: If City's cost exceeds fee by more than 20%, an additional fee will be charged.

City of Charlevoix, Michigan

Freedom of Information Act (FOIA) Request

	Current	Proposed
Copies (per page)	\$0.10	\$0.10
Blueprints	Minimum \$3 or Cost	Minimum \$3 or Cost
CDs (each)	3.00	3.00
Videos (each)	3.00	3.00
Election Reports	0.10	0.10
Election Report - Labels (per page) (labels provided by customer)	0.10	0.10
Mailing Containers	Actual Cost	Actual Cost
Postage	Actual Cost	Actual Cost
Cost of labor incurred in duplication & mailing	Hourly Wage of Deputy Clerk	Hourly Wage of Deputy Clerk
Cost of labor incurred in searching for, examining, and reviewing a requested public record and for the deletion and separation of exempt from nonexempt information as requested by the FOIA	Hourly Wage of Deputy Clerk When Time Spent Exceeds Two (2) Hours	Hourly Wage of Deputy Clerk When Time Spent Exceeds 30 Minutes