

AGENDA
CITY OF CHARLEVOIX CITY COUNCIL MEETING

Monday, October 21, 2013 - 7:00 p.m.
210 State St, City Hall, Second Floor City Council Chambers, Charlevoix, MI

- I. Invocation or Pledge of Allegiance**
- II. Roll Call of Members Present**
- III. Inquiry Regarding Possible Conflicts of Interest**
- IV. Consent Agenda**
 - A. City Council Meeting Minutes – October 7, 2013 Regular Meeting PG 1-9
 - B. Payroll Check Register PG 10-12
 - C. Accounts Payable Check Register PG 13-17
 - D. Presentation of Michigan Fitness Promoting Active Communities Award PG 18
- V. Public Hearings**
- VI. Reports**
- VII. Requests, Petitions and Communications and Actions Thereon**
 - A. Consideration to Approve Final Engineering Design and a Financial Services Rate Study for Improvements to the Wastewater Treatment Plant PG 19-28
 - B. Charlevoix Historical Society Request to Place a Historic Train Caboose at the Depot Property Adjacent to Depot Beach PG 29-32
 - C. Consideration of Resolution 2013-10-xx and the Review Policy for Public Infrastructure Projects PG 33-36
 - D. Second Discussion Regarding an Adopt-a-Brick Program for Plaza B in East Park PG 37-41
 - E. Consideration to Approve Road Salt Purchase for 2013/14 PG 42
 - F. Consideration of Approve Refuse Collection Bid PG 43-44
 - G. Property & Liability Insurance Renewal PG 45-48
 - H. Consideration to Approve a Resolution Supporting a Solution to the Asian Carp Issue PG 49-56
- 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. Consideration of Resolution 2013-10-xx and the Review Policy for Public Infrastructure Projects PG 34-36
 - B. Consideration to Approve a Resolution Supporting a Solution to the Asian Carp Issue PG 52-53
- X. Ordinances**
- XI. Miscellaneous Business**
- XII. Audience - Non-agenda Input (written requests take precedent)**

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

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

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

DRAFT

I. Pledge of Allegiance

II. Roll Call of Members Present

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

III. Inquiry Regarding Possible Conflicts of Interest:

None.

IV. Consent Agenda

The following items were approved and filed:

- A. Approval of Minutes – September 16, 2013 Regular Meeting Minutes, as corrected.
- B. Accounts Payable Check Register – September 24, 2013
- C. Accounts Payable Check Register – October 8, 2013
- D. ACH Payments – September 16, 2013 – September 30, 2013
- E. Tax Disbursement – October 8, 2013
- F. Payroll Check Register – September 27, 2013
- G. Payroll Transmittal – September 27, 2013

H. Certificate of Appreciation – Becky Doan
This item was postponed, as Ms. Doan was not present.

I. Certificate of Appreciation – Mark Greyerbiehl
Mayor Carlson presented Mark Greyerbiehl with a certificate of appreciation for his years of service on the Recreation Advisory Board from 2011 to 2012.

V. Public Hearings

None.

VI. Reports

City Manager Rob Straebel reported that there have been some complaints about deer damaging landscaping on the north side of the City. Manager Straebel has asked the Police Chief to prepare a memo outlining possible solutions to this problem. That memo will be forwarded to Council as soon as it is available.

Manager Straebel distributed photos of vandalism that occurred Sunday night at Mt. McSauba: the park sign was damaged. A police report has been filed and an insurance claim will be submitted. It will cost several thousand dollars to replace the sign.

VII. Requests, Petitions and Communications and Actions Thereon

A. Donation of a Boat/Motor to the Fire/EMS Department

Fire Chief Paul Ivan presented the item and answered questions from Council. The Volunteer Firefighter's Association wishes to donate a boat to the City to assist in water related fire/rescue/EMS and other municipal activities. The boat/motor has been maintained by Bergmann Marine for many years. Douglas Bergmann has inspected the boat and states that it appears to be in good working condition. While the outboard motor may not last long-term, Mr. Bergmann believes that he can get a functional motor donated when necessary. The Charlevoix Fire Department has the expertise to handle most maintenance issues that are likely to arise.

The boat would allow earlier access to boat fires and early access is the only effective firefighting response for boats; if the fire is not addressed quickly, then containment is the only option.

The boat would be used to service portions of the lake that fall into the City's Fire and EMS coverage areas.

The Mayor called for public comments. There was no comment. The Mayor closed the item to public comment.

Motion by Councilmember Campbell, second by Councilmember Gennett, to accept the donation of a boat and motor to the Fire/EMS Department.

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

DRAFT

B. Consideration to Adopt a Resolution of Support for the Michigan Main Street Program

Community Economic Development (CED) Director Bethany Pearson presented the item and answered questions from Council. The Michigan Main Street Program exists to help communities develop main street districts that attract both residents and businesses, promote commercial investments, and spur economic growth. There are three levels of the program: Associate, Select, and Master. All communities are required to complete the Associate level training for one year before applying to be a Select community. There is no cost to participate other than nominal travel and conference fees. At the September 23, 2013 regular meeting of the DDA, the Board voted unanimously to pass the resolution of support for the Program.

Councilmember Porter stated that he does not believe that the DDA, while they passed a resolution of support, fully supports the Program. He is not sure that the DDA understands the full scope of the project. Director Pearson agreed that volunteerism is a big component of this Program and that the DDA knew that she would be doing the majority of the work to complete the application process by the November 1st deadline. Councilmember Gibson agreed with Councilmember Porter's comments and stated she was concerned that there seemed to be hesitation from DDA property owners. Mayor Carlson stated that, while there had been some concern from the DDA Board regarding the willingness of the downtown businesses to participate, by the end of the meeting the Board was confident that the Main Street Program will work for Charlevoix. Councilmember Stevens questioned if Director Pearson had spoken to other downtown business owners. She responded that she had and that the owners were overwhelmingly supportive of the Program.

The Mayor called for public comments. There was no comment. The Mayor closed the item to public comment.

Action by resolution.

C. Consideration to Approve the Bid for Tree Lights and Installation

Community Economic Development (CED) Director Bethany Pearson presented the item and answered questions from Council. The DDA, City of Charlevoix, and a private donor have each put forth \$5,000 towards additional holiday lighting for the downtown. Bids were advertised and opened on October 1, 2013; only one bid was received, from Holiday Tree Lighting, for \$11,200. Additionally, the City Electric Department crew has budgeted \$2,500 for new lights for the holiday tree and has traditionally been responsible for installation. Electric Department Superintendent Swem has agreed to purchase the lights from Holiday Tree Lighting and pay for them to install the lights. The downtown holiday tree will be trimmed by the Department of Public Works before the lights are placed. The bid came in under budget and the additional pledged funds will be reserved in a fund for maintenance and repair of the lights.

The Mayor called for public comments. There was no comment. The Mayor closed the item to public comments.

Manager Straebel suggested an addition to the motion, since the Donations Policy requires that the donated monies be received by the City prior to the project moving forward.

Motion by Councilmember Gennett, second by Councilmember Cole, to award the bid for additional holiday lighting and installation to Holiday Tree Lighting and to also purchase and install lights for the Community Christmas Tree. No tree lighting shall commence until the City is in full receipt of the donated \$5,000.

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

D. Overview of the Community Economic Development Director's Short Term Goals and Priorities

Community Economic Development (CED) Director Bethany Pearson presented the item and answered questions from Council. The CED Director was hired as a joint employee of the City and the DDA. The City funds 25% of the position, while the DDA funds the remaining 75%. Director Pearson presented a list of short term goals and priorities and discussed said goals and priority with Council.

Councilmember Gennett noted that the Goals and Priorities did not address replacement of trees and that a plan needed to be developed. Manager Straebel agreed, noting that there are a lot of ash trees to be removed this fall and next spring. He stated that he had been working with the Charlevoix County Community Foundation and they have set-up a Charlevoix Tree Canopy Fund with an initial gift of \$10,000; details of the plan were included in his Manager's Report.

The Mayor called for public comments. There was no comment. The Mayor closed the item to public comments.

E. Discussion Regarding the Adopt-A-Brick Program for Plaza B in East Park

City Manager Rob Straebel presented the item and answered questions from Council. Manager Straebel reviewed the proposed application form, proposed cost of the program, uses of prospective revenue, and acceptable/unacceptable language for engraving. Staff proposes that the bricks, which will cost approximately \$25 each to engrave, be sold for \$100 each and the revenue be earmarked for Public Improvement Fund #11, the Recreation Improvement Fund. In response to questioning, Manager Straebel stated that the Interactive Water Fountain could be considered a recreational activity, and these funds could be used for maintenance of the fountain. There are several hundred bricks available for purchase.

The Mayor called for public comments.

DRAFT

Jodi Bingham is not in favor of the program and stated that the plain, unengraved bricks look nice.

Jodi Laurent asked if the City was going to allow memorial language on the bricks. Manager Straebel stated that "in memory of" would be acceptable language and does not think the community would object. He believes that the issue with the fireplace was building it in memory of one person. Ms. Larent stated that she wanted to ensure that no one would be upset with allowing "in memory of" language on the bricks, as there had been comments and concerns in the past, but that she did not have a problem with it personally. Councilmember Porter suggested that Council postpone the decision and seek additional input from the community.

The Mayor closed the item to public comments.

Council agreed that comments of the audience were valid concerns and decided to allow additional input from the community over the next two weeks and address the program at the next meeting.

F. Consideration to Approve Decommissioning the Airport's Non-Directional Beacon

Airport Manager Scott Woody presented the item and answered questions from Council. The Non-Directional Beacon (NDB) is an outdated navigational aid which has been replaced by more modern systems, such as Global Positioning Systems (GPS). There has been significant maintenance costs related to the NDB and to minimize future costs, staff recommends decommissioning the beacon. The FAA has stated that the City can decommission the NDB by a motion of the City Council.

The Mayor called for public comments. There were no comments. The Mayor closed the item to public comments.

Motion by Councilmember Gibson, second by Councilmember Campbell, to approve decommissioning the CVX NDB effective January 1, 2014.

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

G. Discussion Regarding Airport Committees

Airport Manager Scott Woody presented the item and answered questions from Council. There are currently four airport-related committees: the Airport Ad-Hoc Committee, the Airport Design/Development Committee, the Airport Technical Advisory Committee, and the Airport Advisory Committee. The purpose of the first three committees no longer exists. Staff recommends dissolving the first three committees and expanding membership for the Airport Advisory Committee to include the CED Director. Council may also want to recruit an airport patron to represent the aviation community through membership.

The Mayor called for public comments. There were no comments. The Mayor closed the item to public comments.

Motion by Councilmember Campbell, second by Councilmember Gennett, to dissolve the following Airport Committees: Airport Ad Hoc Committee, Airport Design/Development Committee, and the Airport Technical Advisory Committee.

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

Mayor Carlson would like to appoint the "CED Director" to the Airport Advisory Committee.

Motion by Councilmember Cole, second by Councilmember Stevens, to affirm the appointment of the CED Director to the Airport Advisory Committee.

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

H. Consideration to Dissolve Donation Policy Acceptance Committee

City Manager Rob Straebel presented the item and answered questions from Council. The Donation Policy Acceptance Committee has recommended a policy to City Council that was adopted on September 16, 2013.

The Mayor called for public comments. There were no comments. The Mayor closed the item to public comments.

Motion by Councilmember Campbell, second by Councilmember Stevens, to dissolve the Donation Policy Acceptance Committee.

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

DRAFT

I. Consideration to Approve the Sixth Amendment to the City Manager's Contract

Mayor Carlson presented the item and answered questions from Council. Based on the City Manager's completed performance review, a sixth amendment to his contract has been developed for Council's review. The amendment includes an expiration date of October 7, 2016, a three year contract, and a 2% increase in salary, consistent with the increase non-union employees received on April 1, 2013.

The Mayor called for public comments. There were no comments. The Mayor closed the item to public comments.

Motion by Councilmember Gibson, second by Councilmember Cole, to approve the Sixth Amendment to the City Manager's contract.

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

J. Appointments

Motion by Councilmember Gibson, second by Councilmember Campbell, to appoint Don Seelye to the Airport Advisory Committee.

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

Motion by Councilmember Campbell, second by Councilmember Cole, to affirm the appointment of Keith Sherwood to the Planning Commission.

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

Motion by Councilmember Gennett, second by Councilmember Stevens, to affirm the appointment of Dave Novotny to the Planning Commission.

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

Motion by Councilmember Cole, second by Councilmember Gennett, to affirm the appointment of Jennifer Vollmer to the Recreation Advisory Board.

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

Motion by Councilmember Campbell, second by Councilmember Cole, to affirm the appointment of Luther Kurtz to the Downtown Development Authority.

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

DRAFT

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

- A. Introduction to a Resolution/Policy to Clarify which Capital Improvement Projects should be Reviewed by the Planning Commission
City Planner Mike Spencer presented the item and answered questions from Council. This policy is intended to provide the public, staff, and elected officials clear guidance on new infrastructure projects or new uses to satisfy the requirements of the Michigan Planning Enabling Act and to clarify the appropriate local review process for infrastructure projects in parks or other public lands. The Planning Commission has held three meetings on this policy and did not receive any written public comment. The draft has been available on the City website since early summer. City staff recommends allowing an additional two weeks for the public to comment on the draft and consider adoption at the October 21, 2013 meeting.

The Mayor called for public comments. There were no comments. The Mayor closed the item to public comments.

Mayor Carlson stated that the Resolution/Policy would be placed on the October 21, 2013 meeting agenda.

DRAFT

IX. Resolutions

- A. A Resolution in Support of Commitment and Cooperation with the Michigan Main Street Program in Becoming an Associate Main Street Community

Motion by Councilmember Campbell, second by Councilmember Gibson, to adopt Resolution 2013-10-01 as follows:

RESOLUTION 2013-10-01

A RESOLUTION IN SUPPORT OF COMMITMENT AND COOPERATION WITH THE MICHIGAN MAIN STREET PROGRAM IN BECOMING AN ASSOCIATE MAIN STREET COMMUNITY

WHEREAS, Downtown is vital to our community's identity and quality of life;

WHEREAS, The Charlevoix Downtown Development Authority was formed on April 19, 1982 to act as a DDA under Public Act 197 of 1975, with the following responsibilities: to correct and prevent deterioration in the DDA District, to encourage historic preservation, to create and implement development plans, and to promote economic growth;

WHEREAS, It is the City's intent to reverse the historic trend which has led to the loss of population, jobs and businesses in the downtown district and to work on the continued improvement, revitalization and development of the community by improving pedestrian access and enhancing the areas aesthetics; and

WHEREAS, The Michigan Main Street Center @ MSHDA, formed in 2003, provides consulting services to up to three communities that commit to the Main Street Four Point Approach (Design, Organization, Promotion and Economic restructuring) to strengthen commercial activity and improve buildings in a community's downtown; and

WHEREAS, The Main Street Approach to downtown revitalization has generated community-wide interest and support; and

WHEREAS, the City will apply to become an Associate Main Street community and a local Main Street organization will be formed to stimulate economic development and historic preservation of the downtown, thereby lessening the burden of local government; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Community and its Local Main Street Program agree to these minimum participation standards set forth by the MMSC @ MSHDA including submitting biannual reports to the MS Program and participation at required trainings and services.
2. The Community and its Local Main Street Program agrees to participate as an Associate Main Street with the intention of applying to become Select Main Street in October of 2014

RESOLVED, this 8th day of October, A.D. 2013.

Resolution was adopted by the following yeas and nays vote:

Yeas: Porter, Campbell, Cole, Gennett, Gibson, Stevens

Nays: None.

Absent: None.

X. Ordinances

None.

DRAFT

XI. Miscellaneous Business

Councilmember Gennett suggested offering a reward for information leading to the arrest of the individual who vandalized the City-owned sign at Mt. McSauba.

Motion by Councilmember Gennett, second by Councilmember Cole, to offer a reward for any information that would lead to the conviction of the vandal at Mount McSauba, in the amount of \$250, contingent upon approval by the City Attorney.

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

DRAFT

Councilmember Stevens questioned if replacement of trees at Garfield and Lewis is part of the shade tree budget. Manager Straebel responded that it is included in the bid for the Infrastructure Improvement Project.

Councilmember Stevens stated that the completed Garfield Street project looks very nice.

Councilmember Gibson questioned if the City has acknowledged the efforts of the Garden Club on the eleven gardens that they pay for and maintain on City properties. Manager Straebel stated that, while they have not done that, it would be appropriate to do so.

XII. Audience - Non-agenda Input (written requests take precedent)

Planner Spencer stated that, due to the appointments made at this meeting, there is a full Planning Commission. However, he noted that the Planning Enabling Act allows Cities with populations under 5,000 to have up to two Planning Commissioners that are not qualified electors within the City. He asked if it would be acceptable to the Council to consider the appointment of someone to the Planning Commission who was not a qualified elector of the City, if and when they have a vacancy and an interested applicant. The Mayor and Council generally agreed that would be acceptable.

Planner Spencer updated Council on the Planning Commission's progress on a new Policy regarding conservation easements and protection of parks. He also reported that the Planning Commission has a new project – seven (7) townhomes on the Carey/Bandfield property at 115 Pine River Lane.

Planner Spencer reported that enforcement of nuisance issues related to curbside placement of refuse on the 1st & 3rd Mondays of the month is his responsibility, and noted that there were five Mondays in September, leading to some confusion among the residents. His office has been addressing those issues through warning letters.

Don Seelye reported that there are deer accumulating on the south side of the City as well, at the back of his property and in the woods on the back of Lewis' property which was purchased by the City. This area has grown quite heavy with spruce trees. Clearing that area would help with the issue of the deer and maybe produce a Christmas tree for the City.

XIV. Adjourn

The Mayor stated if there were no objections, the meeting would adjourn.
 There were no objections.
 Meeting adjourned at 8:18 p. m.

DRAFT

 Stephanie Brown Deputy City Clerk

DRAFT

 Norman L. Carlson, Jr Mayor

Accounts Payable – 09/24/2013			
AT&T MOBILITY	72.17	PRIORITY HEALTH	44,049.42
CHARLEVOIX STATE BANK	4,938.91	STANDARD INSURANCE CO	1,402.91
DELTA DENTAL	4,577.52	VERIZON WIRELESS	56.72
FIRSTMERIT BANK N.A.	18,162.24	VISION SERVICE PLAN	513.10
GREAT LAKES ENERGY	184.50	TOTAL	73,957.49

Accounts Payable – 10/08/2013			
AIRGAS USA LLC	697.42	ANTRIM COUNTY SHERIFF'S OFFICE	130.00
ALL-PHASE ELECTRIC SUPPLY CO.	307.48	APPLIED INDUSTRIAL TECH	218.92
AMERICAN SOC OF CIVIL ENGINEER	253.00	ASPLUNDH TREE EXPERT CO	10,377.00
AMERICAN WASTE INC.	2,682.00	AT&T LONG DISTANCE	655.29

AVFUEL CORPORATION	46,434.15	MICHIGAN MUNICIPAL ELECTRIC	250.00
B & L SOUND INC	739.86	MICHIGAN MUNICIPAL LEAGUE	18,683.70
BC/BS OF MI REFUNDS	86.24	MICHIGAN SECTION AWWA	95.00
BEAVER RESEARCH COMPANY	162.25	MICHIGAN WATER ENV ASSOC	180.00
BIOTECH AGRONOMICS INC	14,442.75	MISS DIG SYSTEM INC	492.27
BLARNEY CASTLE OIL CO	1,474.83	MURRAY'S CREATIONS	48.00
BOB MATHERS FORD	7,731.60	NASH, JENNIFER	92.43
BRADFORD'S	65.00	NETSOURCE ONE INC.	275.97
BRANDI, RICHARD	41.00	NORTH COAST FASTENERS LLC	47.51
BULBS.COM	77.75	NORTHERN CREDIT BUREAU	438.22
BURKLE, CHARLES	1,320.00	NORTHERN FIRE & SAFETY INC.	424.95
CADWELL, MARY	100.00	NORTHERN MICHIGAN JANITORIAL	90.65
CCP INDUSTRIES INC	73.53	NORTHERN MICHIGAN REVIEW INC.	951.24
CENTRAL DRUG STORE	98.45	NORTHERN PUMP SERVICE INC.	16.00
CHARLEVOIX COUNTY TREASURER	27.30	NORTHERN SAFETY CO INC	617.30
CHARLEVOIX COURIER	58.80	NORTHWEST DESIGN GROUP	874.25
CHARLEVOIX SCREEN MASTERS INC	446.00	OMS COMPLIANCE SERV INC	56.25
CHARLEVOIX TOWNSHIP	15.23	OPEC	202.00
CHEMICAL SYSTEMS INC.	1,872.00	PARASTAR INC.	1,100.92
CHEMSEARCH	165.28	PAYROLL LEGAL ALERT	99.00
CITY OF CHARLEVOIX - UTILITIES	33,360.17	PEARSON, BETHANY	41.00
CONKLIN, CLIFF	390.44	PENTY, RICHARD	100.00
DCASSESSING SERVICES	4,291.92	PERFORMANCE ENGINEERS INC	16,714.00
DEMCO	103.07	PHONE GUIDE	192.00
DOAN, GERARD	41.00	PHYSICIAN'S CLINIC OF CHARLEVOIX	83.00
DORNBOS SIGN INC.	234.50	POLLUTION CONTROL SERVICES INC	1,035.90
DRAVES, MARTIN J.	34.00	POWER LINE SUPPLY	2,300.00
DTE ENERGY	2,076.63	PREFERRED WASTE 2 LLC	625.00
ECKHARDT, LOGAN R.	250.00	PRO WEB MARKETING LLC	40.00
EJ USA INC.	7,647.59	PURITY CYLINDER GASES INC	105.87
ELLIOTT, PATRICK M.	41.00	RELIABLE OFFICE SUPPLIES	446.33
ELLSWORTH FARMER'S EXCHANGE	742.00	RESCO	23,650.00
EVANS, HAL	41.00	RESIDEX LLC	547.00
FAMILY FARM & HOME	328.54	ROWLEY-SMITH, JANE	46.96
FASTENAL COMPANY	4.21	RS TECHNICAL SERVICES	258.17
FIDLAR TECHNOLOGIES	338.68	RUDOLPH, TRISTAN M.	250.00
FISHER SCIENTIFIC	550.47	SACRAMENTO STATE OFFICE OF WATER	99.00
FOX CHARLEVOIX	12.90	SCHMUCKAL OIL CO	572.08
GALLS AN ARAMARK COMPANY	53.48	SCHULTZ, JAMES	75.00
GENNETT, LYLE	326.00	SCHWARTZFISHER, JOSEPH	24.00
GIANT MAINTENANCE & RESTORATION	14,000.00	SCIENTIFIC BRAKE & EQUIP CO	265.00
GIBBS PLANNING GROUP INC.	979.00	SECURITY SANITATION INC.	380.00
GINOP SALES INC	816.93	SEELEY'S PRINTING SERVICE	236.00
GOLOVICH, SAWYER P.	250.00	SHARROW MASONRY INC	862.50
GORDON FOOD SERVICE	78.91	SHINDORF BUILDERS	284.00
GRAINGER	94.80	SPARTAN DISTRIBUTORS INC	2,396.85
GREAT LAKES PIPE & SUPPLY	612.29	SPENCER, MICHAEL	41.00
GRP ENGINEERING INC.	425.61	STATE OF MICHIGAN	345.00
HAND, HEATHER	41.00	STATE OF MICHIGAN	70.00
HANKINS, SCOTT	41.00	STATE OF MICHIGAN	25.00
HARDY DIAGNOSTICS	166.54	STEVENS, BRANDON	69.02
HEID, THOMAS J.	41.00	STRAEBEL, ROBERT J.	241.00
HOLIDAY COMPANIES	9,057.23	SUPERIOR MECHANICAL	697.75
HYDRO DESIGNS INC.	515.00	SWEM, DONALD L.	41.00
INDEPENDENT DRAFTING SERVICES	640.00	SYSTEMS SPECIALISTS INC	100.00
INI SALES INC.	617.51	TEUNIS, STEVEN	41.00
INT'L ASSN OF LAW ENFORCEMENT	55.00	THORMAN, MIKAYLA	1,043.94
ISLAND AIRWAYS	25.19	TRI-TURF	829.58
IVAN, PAUL	41.00	TRUCK & TRAILER SPECIALTIES	720.17
J & B MEDICAL SUPPLY INC.	585.32	UP NORTH PROPERTY SERVICES LLC	4,592.00
JACKLIN STEEL SUPPLY CO	98.10	USA BLUE BOOK	287.20
JONES, LARRY	24.00	VAN'S BUSINESS MACHINES	75.00
KMart	37.98	VISION MARKETING	46.20
KSS ENTERPRISES	842.93	VOSS LIGHTING	321.57
LARRY'S LOCK & SAFE SVC. INC.	3,082.84	WACHS WATER SERVICES	16,348.00
LINDERMAN, JESSICA	75.00	WADE TRIM OPERATIONS SERVICES	405.93
MATTER, DAWSON	259.65	WARNER, JANINE	333.79
McCRARY, GORDON	606.42	WAY, JONATHAN	42.79
MDC CONTRACTING LLC	22,651.54	WELLER, LINDA	41.00
MICHIGAN ASSOC OF PLANNING	425.00	WEST SHORE FIRE INC	4,436.46
MICHIGAN DOWNTOWN ASSOCIATION	100.00	WILKIN, AMANDA	165.55

DRAFT

WILLIAMS FIRE & HAZARD CONTROL	2,914.59	YENGLIN, BARB	100.00
WINDEMULLER	450.00	YOUNG GRAHAM	5,378.50
WOODY, SCOTT	41.00		
WORK & PLAY SHOP	833.28	TOTAL	316,650.16

Tax Disbursement – 10/08/2013

CHARLEVOIX COUNTY TREASURER	135,461.56	CHARLEVOIX PUBLIC SCHOOLS	11,713.03
CHARLEVOIX COUNTY TREASURER	32.36	CITY OF CHARLEVOIX - TAXES DUE	152,077.50
CHARLEVOIX PUBLIC SCHOOLS	196,782.12	CORPORATE SETTLEMENT SOLUTIONS	639.16
CHARLEVOIX PUBLIC SCHOOLS	24,056.66		
CHARLEVOIX PUBLIC SCHOOLS	1,138.96	TOTAL	521,901.35

ACH Payments –09/16/2013 – 09/30/2013

MI Public Power Agency	45,845.05	Vantagepoint (457 ICMA Plan)	12,133.69
MI Public Power Agency	19,927.49	MERS (Defined Benefit Plan)	24,999.08
MI Public Power Agency	286,205.65	MI Public Power Agency	21,425.36
IRS (Payroll Tax Deposit)	34,885.66		
Vantagepoint (401 ICMA Plan)	713.78	TOTAL	485,154.65

DRAFT

PAYROLL: NET PAY

Pay Period Ending 09/21/2013 – Paid 09/27/2013

STRAEBEL, ROBERT J.	2,273.53	MORRISON, KEVIN P.	937.02
LOY, EVELYN R.	996.51	HODGE, MICHAEL J.	1,064.07
KLOOSTER, ALIDA K.	1,352.03	WELLS JR., DONALD E.	1,263.43
BROWN, STEPHANIE C.	1,211.09	BRADLEY, KELLY R.	1,244.40
SPENCER, MICHAEL D.	1,514.20	HART II, DELBERT W.	795.73
SPENCLEY, PATRICIA L.	1,103.83	JONES, ROBERT F.	1,363.94
NASH, JENNIFER B.	757.10	DORAN, JUSTIN J.	1,220.05
PANOFF, ZACHARY R.	436.04	BISHAW, JAMES H.	695.23
MILLER, FAITH G.	596.12	TOWSLEY, CALVIN J.	599.76
PEARSON, BETHANY S.	1,196.15	MANKER JR, DAVID W.	457.63
DOAN, GERARD P.	1,210.87	MANKER SR, DAVID W.	668.39
SHRIFT, PETER R.	1,130.78	NEUMANN, DANA L.	490.38
SCHLAPPI, JAMES L.	1,138.51	BECKER, MICHAEL S.	506.48
UMULIS, MATTHEW T.	1,377.51	COLE, STEVEN D.	526.66
HANKINS, SCOTT A.	1,476.64	MC GHEE, ROBERT R.	950.42
ORBAN, BARBARA K.	1,521.57	HEID, THOMAS J.	1,245.15
TRAEGER, JASON A.	1,154.57	WESCOTT, DENNIS M.	140.18
WARNER, JANINE M.	937.61	STEIN, DONNA E.	166.91
EVANS JR, HALBERT K.	1,407.82	CURTIS, DENNIS E.	879.28
KLOOSTER, PATRICK H.	141.89	BOOTHE, STEVEN A.	144.99
LEE, LOREN G.	78.74	DOAN JR, RALPH W.	249.00
HUMBLE, NATHAN C.	248.60	DURRENBERGER, LARRY J	152.00
TOFIL, MICHAEL E.	70.48	DAVIS, RONALD L.	128.62
BINGHAM, LARRY E.	540.72	GILL, DAVID R.	731.45
LABELLE, DAVIS B.	147.42	MACLEOD, SAMUEL R.	432.19
KLINGER, LUCAS D.	162.10	STEIN, MARK G.	31.72
GREYERBIEHL, KEVIN M.	128.80	WOODY, SCOTT R.	1,520.01
MCDONOUGH, COLLIN B.	555.90	VANLOO, JOSEPH G.	555.25
IVAN, PAUL M.	1,689.17	LUNDHOLM, ROBERT A.	488.20
SCHWARTZFISHER, JOSEPH L.	1,189.76	TOUGH, KENDALL J.	235.60
ROLOFF, ROBERT P.	1,883.44	HAND, HEATHER K.	858.42
BRODIN, WILLIAM C.	1,564.88	CAMERON, DANIELLE Y.	420.67
RILEY, DENISE M.	453.10	CERTA, OLIVIA K.	255.62
TEUNIS, STEVEN L.	1,697.88	TABER, HOLLY S.	425.70
HILLING, NICHOLAS A.	1,117.05	CROFT, JAMES E.	352.96
MEIER III, CHARLES A.	1,312.12	WYMAN, MATTHEW A.	302.48
ZACHARIAS, STEVEN B.	1,197.18	STEVENS, JEFFREY W.	358.24
NISWANDER, JOSEPH F.	1,360.96	ROLOFF, AUDREY M.	1,134.70
BLANCHARD, SCOTT W.	1,739.35	MATTER, DAWSON K.	1,310.16
FRYE, EDWARD J.	980.84	MARSH JR., JAMES D.	172.70
SWEM, DONALD L.	1,626.82	RILEY, TIMOTHY	260.18
EATON, BRAD A.	1,598.85	RAMSEY, KYLE J.	137.33
WILSON, TIMOTHY J.	1,871.56	RILEY, CASEY W.	264.22
LAVOIE, RICHARD L.	1,260.06	THORMAN, MIKAYLA R.	90.04
STEVENS, BRANDON C.	1,282.29	JONES, LARRY M.	981.57
WHITLEY, ANDREW T.	1,195.56	OCHS, THOMAS F	13.85
DRAVES, MARTIN J.	1,626.62	TRAVERS, MANUEL J.	473.62

DRAFT

SCOTT JR., WINFIELD	191.62
SILVA, JESSE L.	301.21
KITELEY, FISHER L.	188.20
COLLINS, CHAD M.	626.92
RILEY, DANIEL	1,141.31
BERGMANN, DOUGLAS M.	211.62
WHITLEY, ADAM	99.11
SCHOOF, WILLIAM R.	767.67
AOWN, JOSHUA M.	83.34
BRANDI, RICHARD M.	1,795.76

WELLER, LINDA JO	1,372.95
MAYER, SHELLEY L.	1,378.59
WILSON, RICHARD J.	1,205.76
JOHNSON, STEVEN P.	1,134.06
WURST, RANDALL W.	1,548.94
ELLIOTT, PATRICK M.	1,601.54
WILKIN, AMANDA J.	808.82
AMSTUTZ, LINDA J.	443.88
TOTAL:	94,112.52

DRAFT

PAYROLL: TRANSMITTAL
 09/27/2013

AMERICAN FAMILY LIFE	158.34
AMERICAN FAMILY LIFE	244.27
BAY WINDS FEDERAL CREDIT UNION	50.00
BAY WINDS FEDERAL CREDIT UNION	50.00
BAY WINDS FEDERAL CREDIT UNION	6,000.00
CHAR EM UNITED WAY	81.54
CHARLEVOIX STATE BANK	950.39
CHARLEVOIX STATE BANK	43,900.00

COMMUNICATION WORKERS OF AMER	549.61
MERS	380.00
MI STATE DISBURSEMENT UNIT	674.57
NORTHWESTERN BANK	310.00
NORTHWESTERN BANK	16,000.00
PRIORITY HEALTH	916.91
TOTAL	70,265.63

DRAFT

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
10/05/2013	10/11/2013	107595	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST	153.34
10/05/2013	10/11/2013	107595	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	244.27
10/05/2013	10/11/2013	107596	BAY WINDS FEDERAL C	9023	Garnishment per 90th District Cou	50.00
10/05/2013	10/11/2013	107597	BAY WINDS FEDERAL C	9024	HSA-EMPLOYEE CONTRIB-BAY	210.00
10/05/2013	10/11/2013	107598	BAY WINDS FEDERAL C	9025	HSA Wellness Incentive Contributi	160.00
10/05/2013	10/11/2013	107599	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 10/5/2	81.54
10/05/2013	10/11/2013	107600	CHARLEVOIX STATE BA	9017	HSA - EMPLOYEE CONTRIB - C	976.06
10/05/2013	10/11/2013	107601	CHARLEVOIX STATE BA	9021	HSA Wellness Incentive Contributi	360.00
10/05/2013	10/11/2013	107602	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	566.53
10/05/2013	10/11/2013	107603	MERS	9020	150501: Health Care Savings Pro	380.00
10/05/2013	10/11/2013	107604	MI STATE DISBURSEME	9012	FRIEND OF THE COURT Pay P	674.57
10/05/2013	10/11/2013	107605	NORTHWESTERN BANK	9018	HSA - EMPLOYEE CONTRIB - N	210.00
10/05/2013	10/11/2013	107606	NORTHWESTERN BANK	9022	HSA Wellness Incentive Contributi	140.00
10/05/2013	10/11/2013	107607	POLICE OFFICERS LABO	9003	POL UNION DUES Pay Period: 1	372.00
10/05/2013	10/11/2013	107608	PRIORITY HEALTH	392358	PRIOR HEALTH DEDUCTION P	938.61
Grand Totals:						5,521.92

Summary of Check Registers & ACH Payments

FIRST MERIT BANK - CHECKS ISSUED

10/11/13 Payroll	\$ 89,037.99
10/11/13 Payroll Transmittal Checks	\$ 5,521.92
10/22/13 Regular Accounts Payable	\$ 541,823.87

Checks Sub-Total: \$ 636,383.78

FIRST MERIT BANK - ACH PAYMENTS

10/07/13 MI Public Power Agency	\$ 14,040.11
10/11/13 IRS (Payroll Tax Deposit)	\$ 33,922.37
10/11/13 Vantagepoint (401 ICMA Plan)	\$ 713.78
10/11/13 Vantagepoint (457 ICMA Plan)	\$ 12,081.11
10/15/13 MI Public Power Agency	\$ 32,421.07
10/17/13 State of Michigan (Sales Tax)	\$ 23,870.51
10/17/13 State of MI (Withholding Tax)	\$ 10,255.13

ACH Sub-Total: \$ 127,304.08

First Merit Bank Total: \$ 763,687.86

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

10/22/13 Tax Disbursement	\$ 114,966.08
---------------------------	---------------

Charlevoix State Bank Total: \$ 114,966.08

Grand Total: \$ 878,653.94

APPROVED:

RS
CITY MANAGER

PB
CITY TREASURER

SB
DEPUTY CITY CLERK

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
10/05/2013	PC	10/11/2013	16446	GIBSON, SHIRLEY J.	43		443.28
10/05/2013	PC	10/11/2013	16447	PORTER, JEFFREY L.	44		378.82
10/05/2013	PC	10/11/2013	16448	WELLER, LINDA JO	101		1,354.58
10/05/2013	PC	10/11/2013	16449	STRAEBEL, ROBERT J.	102		2,567.79
10/05/2013	PC	10/11/2013	16450	BRANDI, RICHARD M.	110		1,795.76
10/05/2013	PC	10/11/2013	16451	LOY, EVELYN R.	117		996.52
10/05/2013	PC	10/11/2013	16452	KLOOSTER, ALIDA K.	121		1,451.95
10/05/2013	PC	10/11/2013	16453	BROWN, STEPHANIE C.	126		1,352.69
10/05/2013	PC	10/11/2013	16454	SPENCER, MICHAEL D.	132		1,711.07
10/05/2013	PC	10/11/2013	16455	SPENCLEY, PATRICIA L.	136		1,016.91
10/05/2013	PC	10/11/2013	16456	NASH, JENNIFER B.	138		638.02
10/05/2013	PC	10/11/2013	16457	PANOFF, ZACHARY R.	141		819.06
10/05/2013	PC	10/11/2013	16458	MILLER, FAITH G.	142		323.46
10/05/2013	PC	10/11/2013	16459	PEARSON, BETHANY S.	143		1,229.02
10/05/2013	PC	10/11/2013	16460	DOAN, GERARD P.	201		1,210.87
10/05/2013	PC	10/11/2013	16461	SHRIFT, PETER R.	203		1,111.56
10/05/2013	PC	10/11/2013	16462	SCHLAPPI, JAMES L.	204		1,310.74
10/05/2013	PC	10/11/2013	16463	UMULIS, MATTHEW T.	205		1,207.93
10/05/2013	PC	10/11/2013	16464	HANKINS, SCOTT A.	208		1,559.47
10/05/2013	PC	10/11/2013	16465	ORBAN, BARBARA K.	209		1,388.24
10/05/2013	PC	10/11/2013	16466	TRAEGER, JASON A.	210		1,342.45
10/05/2013	PC	10/11/2013	16467	WARNER, JANINE M.	213		1,165.68
10/05/2013	PC	10/11/2013	16468	EVANS JR, HALBERT K.	214		1,407.82
10/05/2013	PC	10/11/2013	16469	BINGHAM, LARRY E.	224		578.22
10/05/2013	PC	10/11/2013	16470	GREYERBIEHL, KEVIN M.	259		128.80
10/05/2013	PC	10/11/2013	16471	IVAN, PAUL M.	301		1,689.17
10/05/2013	PC	10/11/2013	16472	SCHWARTZFISHER, JOS	303		1,388.19
10/05/2013	PC	10/11/2013	16473	ROLOFF, ROBERT P.	304		1,143.09
10/05/2013	PC	10/11/2013	16474	BRODIN, WILLIAM C.	305		772.53
10/05/2013	PC	10/11/2013	16475	RILEY, DENISE M.	306		397.40
10/05/2013	PC	10/11/2013	16476	TEUNIS, STEVEN L.	402		1,770.41
10/05/2013	PC	10/11/2013	16477	WURST, RANDALL W.	411		1,250.61
10/05/2013	PC	10/11/2013	16478	MAYER, SHELLEY L.	412		1,323.40
10/05/2013	PC	10/11/2013	16479	HILLING, NICHOLAS A.	413		1,317.55
10/05/2013	PC	10/11/2013	16480	MEIER III, CHARLES A.	421		1,331.59
10/05/2013	PC	10/11/2013	16481	ZACHARIAS, STEVEN B.	422		1,084.94
10/05/2013	PC	10/11/2013	16482	NISWANDER, JOSEPH F.	504		1,251.38
10/05/2013	PC	10/11/2013	16483	FRYE, EDWARD J.	508		960.28
10/05/2013	PC	10/11/2013	16484	JONES, TERRI L.	511		1,090.50
10/05/2013	PC	10/11/2013	16485	EATON, BRAD A.	515		1,849.36
10/05/2013	PC	10/11/2013	16486	WILSON, TIMOTHY J.	516		2,079.85
10/05/2013	PC	10/11/2013	16487	LAVOIE, RICHARD L.	519		1,099.09
10/05/2013	PC	10/11/2013	16488	STEVENS, BRANDON C.	521		1,196.62
10/05/2013	PC	10/11/2013	16489	DRAVES, MARTIN J.	523		1,609.56
10/05/2013	PC	10/11/2013	16490	ELLIOTT, PATRICK M.	600		1,583.39
10/05/2013	PC	10/11/2013	16491	WELLS JR., DONALD E.	609		1,463.26
10/05/2013	PC	10/11/2013	16492	BRADLEY, KELLY R.	614		1,381.66
10/05/2013	PC	10/11/2013	16493	WILSON, RICHARD J.	615		1,096.34
10/05/2013	PC	10/11/2013	16494	HART II, DELBERT W.	616		781.68
10/05/2013	PC	10/11/2013	16495	JONES, ROBERT F.	618		1,050.79
10/05/2013	PC	10/11/2013	16496	DORAN, JUSTIN J.	621		1,581.64
10/05/2013	PC	10/11/2013	16497	MANKER JR, DAVID W.	638		457.63
10/05/2013	PC	10/11/2013	16498	MANKER SR, DAVID W.	639		609.03
10/05/2013	PC	10/11/2013	16499	BECKER, MICHAEL S.	641		520.20
10/05/2013	PC	10/11/2013	16500	MCGHEE, ROBERT R.	663		1,020.81
10/05/2013	PC	10/11/2013	16501	WILKIN, AMANDA J.	700		710.14
10/05/2013	PC	10/11/2013	16502	HEID, THOMAS J	802		1,245.15

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount	
10/05/2013	PC	10/11/2013	16503	STEIN, DONNA E.	830		18.94	
10/05/2013	PC	10/11/2013	16504	DOAN JR, RALPH W.	833		230.27	
10/05/2013	PC	10/11/2013	16505	DURRENBERGER, LARR	846		22.67	
10/05/2013	PC	10/11/2013	16506	MACLEOD, SAMUEL R.	857		464.80	
10/05/2013	PC	10/11/2013	16507	STEIN, MARK G.	858		31.72	
10/05/2013	PC	10/11/2013	16508	WOODY, SCOTT R.	900		1,520.01	
10/05/2013	PC	10/11/2013	16509	VANLOO, JOSEPH G.	902		611.01	
10/05/2013	PC	10/11/2013	16510	LUNDHOLM, ROBERT A.	911		659.06	
10/05/2013	PC	10/11/2013	16511	TOUGH, KENDALL J.	912		56.52	
10/05/2013	PC	10/11/2013	16512	HAND, HEATHER K.	913		834.81	
10/05/2013	PC	10/11/2013	16513	TABER, HOLLY S.	924		422.22	
10/05/2013	PC	10/11/2013	16514	CROFT, JAMES E.	926		332.87	
10/05/2013	PC	10/11/2013	16515	WYMAN, MATTHEW A.	927		798.45	
10/05/2013	PC	10/11/2013	107570	CARLSON JR., NORMAN	37		1,117.43	
10/05/2013	PC	10/11/2013	107571	CAMPBELL, GABRIEL M.	40		397.10	
10/05/2013	PC	10/11/2013	107572	STEVENS, GREGORY L	47		651.07	
10/05/2013	PC	10/11/2013	107573	COLE, SHANE	50		489.45	
10/05/2013	PC	10/11/2013	107574	GENNETT, LYLE E.	51		863.38	
10/05/2013	PC	10/11/2013	107575	KLOOSTER, PATRICK H.	216		151.96	
10/05/2013	PC	10/11/2013	107576	LABELLE, DAVIS B.	234		59.10	
10/05/2013	PC	10/11/2013	107577	KLINGER, LUCAS D.	235		56.38	
10/05/2013	PC	10/11/2013	107578	MCDONOUGH, COLLIN B.	261		555.90	
10/05/2013	PC	10/11/2013	107579	BLANCHARD, SCOTT W.	505		1,617.73	
10/05/2013	PC	10/11/2013	107580	SWEM, DONALD L.	512		1,626.83	
10/05/2013	PC	10/11/2013	107581	WHITLEY, ANDREW T.	522		1,247.87	
10/05/2013	PC	10/11/2013	107582	MORRISON, KEVIN P.	601		1,124.55	
10/05/2013	PC	10/11/2013	107583	HODGE, MICHAEL J.	606		1,292.14	
10/05/2013	PC	10/11/2013	107584	JOHNSON, STEVEN P.	617		998.34	
10/05/2013	PC	10/11/2013	107585	BISHAW, JAMES H.	633		695.23	
10/05/2013	PC	10/11/2013	107586	TOWSLEY, CALVIN J.	635		599.76	
10/05/2013	PC	10/11/2013	107587	NEUMANN, DANA L.	640		474.30	
10/05/2013	PC	10/11/2013	107588	COLE, STEVEN D.	657		526.66	
10/05/2013	PC	10/11/2013	107589	CURTIS, DENNIS E.	831		860.08	
10/05/2013	PC	10/11/2013	107590	BOOTHE, STEVEN A.	832		88.31	
10/05/2013	PC	10/11/2013	107591	GRUNCH, RONALD J.	844		45.62	
10/05/2013	PC	10/11/2013	107592	DAVIS, RONALD L.	853		8.94	
10/05/2013	PC	10/11/2013	107593	GILL, DAVID R.	856		570.98	
10/05/2013	PC	10/11/2013	107594	CAMERON, DANIELLE Y.	921		317.58	
Grand Totals:							95	89,037.99

Report Criteria:

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

Check Number	Payee	Amount
10/22/2013		
107609	ACE HARDWARE	2,059.68
107610	ALL-PHASE ELECTRIC SUPPLY CO.	96.62
107611	AMERICAN WASTE INC.	2,318.40
107612	APX INC.	53.02
107613	ARROW UNIFORM-TAYLOR L.L.C.	1,080.12
107614	ASPLUNDH TREE EXPERT CO	7,702.46
107615	AT&T	4,681.67
107616	AUTO VALUE	662.08
107617	AVFUEL CORPORATION	25,533.67
107618	BATTERIES PLUS BULBS	77.95
107619	BOB MATHERS FORD	86.96
107620	BRADFORD'S	56.35
107621	BRANDI, RICHARD	95.82
107622	BROWN, STEPHANIE	390.29
107623	CARQUEST OF CHARLEVOIX	958.66
107624	CASCADE SUBSCRIPTION SERVICE I	159.54
107625	CCP INDUSTRIES INC	268.59
107626	CENTRAL DRUG STORE	20.27
107627	CHARLEVOIX AREA	1,025.00
107628	CHARLEVOIX AREA HOSPITAL	22.80
107629	CHARLEVOIX COUNTY FIRE	451.00
107630	CHARTER COMMUNICATIONS	1,029.78
107631	CHEMSEARCH	503.02
107632	CINTAS CORPORATION	63.66
107633	DTE ENERGY	63.86
107634	EJ USA INC.	545.06
107635	ELLSWORTH FARMER'S EXCHANGE	580.65
107636	EMMET BRICK & BLOCK	351.63
107637	ETNA SUPPLY	3,756.58
107638	FAMILY FARM & HOME	244.87
107639	FERGUSON & CHAMBERLAIN	184.00
107640	FREIDINGER M.D., REED K.	85.00
107641	GRAINGER	134.80
107642	GREAT LAKES PLUMBING HEATING &	1,300.00
107643	HACH COMPANY	575.63
107644	HAND, HEATHER	46.33
107645	HANKINS, SCOTT	13.76
107646	HOLIDAY COMPANIES	8,745.16
107647	HOLIDAY LIGHTING SERVICES INC.	7,600.00
107648	HYDRO DESIGNS INC.	515.00
107649	HYDRO DYNAMICS	3,210.25
107650	IDEXX DISTRIBUTION INC.	1,182.55
107651	INDEPENDENT DRAFTING SERVICES	1,920.00
107652	ISLAND AIRWAYS	6.67
107653	JONES & JONES GARAGE DOOR SVC	200.00
107654	KIWANIS CLUB OF CHARLEVOIX	39.00
107655	KLOOSTER, ALIDA K.	49.16
107656	KORTHASE FLINN	186.14

Check Number	Payee	Amount
107657	KSS ENTERPRISES	609.27
107658	LAKESHORE TIRE & AUTO SERVICE	12.50
107659	LANDSCAPE FORMS INC.	14,623.00
107660	LAVOIE, RICHARD	28.00
107661	LUNDHOLM, ROBERT A.	272.07
107662	MDC CONTRACTING LLC	119,154.60
107663	MICHIGAN OFFICEWAYS INC	1,092.02
107664	MISS DIG SYSTEM INC	296.66
107665	NATIONAL FIRE CODES	1,165.50
107666	NORTHERN FIRE & SAFETY INC.	33.00
107667	NORTHERN MICHIGAN JANITORIAL	34.95
107668	NORTHERN MICHIGAN REVIEW INC.	556.13
107669	NORTHERN PUMP SERVICE INC.	8,600.00
107670	NORTHERN SAFETY CO INC	86.86
107671	OLD DOMINION BRUSH	1,859.18
107672	OLESON'S FOOD STORES	193.61
107673	OMS COMPLIANCE SERV INC	78.75
107674	PEARSON, BETHANY	26.00
107675	PERFORMANCE ENGINEERS INC	6,394.94
107676	POWER LINE SUPPLY	1,624.84
107677	PURITY CYLINDER GASES INC	329.64
107678	RESIDEX LLC	820.00
107679	ROTARY CLUB OF CHARLEVOIX	37.50
107680	RUEHLE, DAVID	139.36
107681	S & S WORLDWIDE	193.30
107682	SCHULTZ, MARILYN J.	75.00
107683	SECURITY SANITATION INC.	475.00
107684	SEELEY'S PRINTING SERVICE	48.10
107685	SERVICEMASTER RESTORATION BY	510.48
107686	SHORELINE POWER SERVICES INC.	1,180.11
107687	SPARTAN DISTRIBUTORS INC	199.59
107688	STATE OF MICHIGAN	75.00
107689	STEVENS, BRANDON	28.00
107690	SUPERIOR MECHANICAL	2,439.03
107691	SWEM, DONALD L.	24.00
107692	T & R SERVICE INC	3,973.00
107693	TIMMS, ROBERT	200.00
107694	U.S. BANK N.A./MMBA	289,987.50
107695	UP NORTH PROPERTY SERVICES LL	2,625.00
107696	USA BLUE BOOK	133.48
107697	VOSS LIGHTING	318.00
107698	WALTERS SHARPENING SVC. INC.	72.00
107699	WEDDING, MELISSA	48.40
107700	WHITLEY, ANDREW	28.00
107701	WILKIN, AMANDA	188.99
Total 10/22/2013:		541,823.87

Check Number	Payee	Amount
10/07/2013		
100713001	MICHIGAN PUBLIC POWER AGENCY	14,040.11
Total 10/07/2013:		14,040.11
Grand Totals:		14,040.11

Check Issue Date	Check Number	Payee	Amount
101113001			
10/11/2013	10111300	**EFTPS* Payroll Taxes	8,326.81
10/11/2013	10111300	**EFTPS* Payroll Taxes	8,326.81
10/11/2013	10111300	**EFTPS* Payroll Taxes	1,947.40
10/11/2013	10111300	**EFTPS* Payroll Taxes	1,947.40
10/11/2013	10111300	**EFTPS* Payroll Taxes	13,373.95
Total 101113001:			33,922.37
	5		
101113002			
10/11/2013	10111300	Vantagepoint - 401 Plan 109153	713.78
Total 101113002:			713.78
	1		
101113003			
10/11/2013	10111300	Vantagepoint - 457 Plan 300959	4,647.80
10/11/2013	10111300	Vantagepoint - 457 Plan 300959	1,712.44
10/11/2013	10111300	Vantagepoint - 457 Plan 300959	5,720.87
Total 101113003:			12,081.11
	3		
Grand Totals:			46,717.26
	9		

CITY OF CHARLEVOIX

Check Register - ACH Payments
Check Issue Dates: 10/15/2013 - 10/15/2013

Page: 1
Oct 10, 2013 09:01AM

Check Number	Payee	Amount
10/15/2013		
101513001	MICHIGAN PUBLIC POWER AGENCY	32,421.07
Total 10/15/2013:		32,421.07
Grand Totals:		32,421.07

CITY OF CHARLEVOIX

Check Register - ACH Payments
Check Issue Dates: 10/17/2013 - 10/17/2013

Page: 1
Oct 10, 2013 09:07AM

Check Number	Payee	Amount
10/17/2013		
101713001	STATE OF MICHIGAN	23,870.51
Total 10/17/2013:		23,870.51
Grand Totals:		23,870.51

CITY OF CHARLEVOIX

Check Register - ACH Payroll Transmittals Only
Report Dates: 8/25/2013-9/21/2013

Page: 1
Sep 24, 2013 08:01AM

Check Issue Date	Check Number	Payee	Amount
101813001			
10/17/2013	10181300	STATE OF MICHIGAN	5,154.74
10/17/2013	10181300	STATE OF MICHIGAN	5,100.39
Total 101813001:	2		10,255.13
Grand Totals:	2		10,255.13

Check Number	Payee	Amount
10/22/2013		
2219	CHARLEVOIX COUNTY TREASURER	29,594.06
2220	CHARLEVOIX PUBLIC SCHOOLS	43,990.16
2221	CHARLEVOIX PUBLIC SCHOOLS	5,268.34
2222	CHARLEVOIX PUBLIC SCHOOLS	249.41
2223	CHARLEVOIX PUBLIC SCHOOLS	2,564.74
2224	CITY OF CHARLEVOIX - TAXES DUE	33,299.37
Total 10/22/2013:		<u>114,966.08</u>
Grand Totals:		<u><u>114,966.08</u></u>

CHECKS DRAWN ON CHARLEVOIX STATE BANK ACCOUNT

Promoting Active Communities (PAC) Award Presentation, October 21, 2013 at the Charlevoix City Council Meeting

“Active living environments are places where all people are able and inspired to use their feet to get them places. They are places where people of all ages, incomes and abilities can walk and bike – both for recreation and for transportation.” Michigan Governor’s Council on Physical Fitness, Health and Sports.

The City’s Wellness program, “Ride the Path to Health,” was based for three years on employees earning “activity” units. The Wellness Committee began looking into how “commuter friendly” Charlevoix is in order for our employees to earn those units. Earlier this year, a state-wide initiative offered by the Michigan’s Governor’s Council on Physical Fitness, Health and Sports was brought to the Wellness Committee’s attention and the action began. We wanted to know how we compare to other communities – how do we measure up – and how can we improve our “active living environment”.

We gathered members of the Wellness Committee along with specific individuals from the Community to help complete the 14 sections of the assessment. By completing the PAC assessment, Charlevoix is being recognized for using innovative approaches to make it easier for residents to lead active lifestyles through supportive programs, public policies, and community design.

Charlevoix is part of a growing movement throughout Michigan to create more active, livable, and economically viable communities, and has joined a network of 144 Michigan communities in 57 counties who have participated in the PAC Program since 2000.

So how did we measure up? The Michigan Fitness Foundation announced that the City of Charlevoix has earned a Silver Level award. Based on this achievement, we will now use the Design Guidelines to assist with envisioning and creating an even safer, more walkable, bikeable and enjoyable community here in Charlevoix. This recognition confirms that we are on the right PATH!

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Consideration to Approve Final Engineering Design and a Financial Services Rate Study for Improvements to the Wastewater Treatment Plant

DATE: October 21, 2013

PRESENTED BY: Rob Straebel

ATTACHMENTS:

1. Letter from MDEQ dated October 7, 2013
2. October 14, 2013 Memo from Mark Prien, Prien and Newhof
3. Letter from MDEQ dated October 11, 2013

BACKGROUND INFORMATION: The City has recently been awarded up to \$819,000 in S-2 grant funds for final design and a rate study analysis for improvements to the Wastewater Treatment Plant. The City will need to contribute 10% of the grant or \$91,000 for a total project cost of \$910,000.

The City has approved engineering services for the Wastewater Treatment Plant in phases and would like to continue in this manner. The agenda item is to have City Council approve final engineering design and a rate study analysis.

In the attached MDEQ letter, the Wastewater Treatment Plant has added to the list of fundable projects. This is great news as the interest rate for this loan is 2.5%. See attached letter.

RECOMMENDATION: Motion to approve Final Engineering and Design along with a Financial Services Rate Study per the memo dated October 14, 2013 from Mark Prien of Prien and Newhof.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

DEQ
RECEIVED
DAN WYANT
DIRECTOR
OCT 14 2013

October 7, 2013

CITY OF CHARLEVOIX

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

Dear Mr. Straebel:

SUBJECT: City of Charlevoix
Design Plans and Specifications and User Charge System
Development for Wastewater Treatment Plant Improvements
S2 Grant Project No. 9255-02

Congratulations to the city of Charlevoix on being awarded an S2 Grant for the above-referenced project. Enclosed is one original signed copy of the S2 Grant Agreement. Also enclosed is a copy of the S2 Grant Disbursement Request (DR) form and Disbursement Instructions.

You may choose to immediately request a disbursement for any previously-incurred eligible costs. The first and final DR must be submitted by mail and include your "original" signature (subsequent DR can be emailed to your project manager or faxed to our office at 517-373-4797). Additional disbursements can be requested as eligible costs are incurred. Each DR must be accompanied by complete supporting documentation (invoices or proof of payment) of incurred costs. DR can be submitted at any time, but only one per calendar month will be processed. Each DR must include a brief status report on the S2 Grant activities completed to date.

The approved budget period for your grant-funded activities closes at the end of **May 2014**. Project scope or end date changes need Department of Environmental Quality (DEQ) approval in advance. Within 30 days following the grant end date, all deliverables must be submitted to the DEQ for review/approval.

It is essential that your community's S2 Grant-funded activities culminate in the submittal of an administratively complete loan application for assistance from the SRF program or other source of financing for the project no later than September 30, 2016. Failure to do so may result in all grant funds becoming repayable and due according to the terms of the S2 Agreement. Please read Section XVIII(B)(1-3), located on page 7 of the attached S2 Agreement, before drawing any S2 Grant Funds.

Again, congratulations on the city's S2 Grant award. I appreciate your commitment to upgrading the Charlevoix Wastewater Treatment Plant for improved water quality. Should you have any questions, please contact me at the phone number listed below, e-mail at WorthingtonD@michigan.gov, or by mail at DEQ, P.O. Box 30241, Lansing, Michigan 48909-7741.

Sincerely,

David J. Worthington, Senior Project Manager
Revolving Loan Section
Office of Drinking Water and Municipal Assistance
517-284-5423

Enclosures

Memorandum

Date: October 14, 2013

To: Rob Straebel, Manager

Company: City of Charlevoix

From: Mark Prein *MP*

Project #: 2110372

Re: Commencement of Design

Rob,

Prein&Newhof and the City of Charlevoix have entered into a Master agreement to assist the City as needed. As we have proceeded through the wastewater treatment project, we have provided engineering cost estimates to the City for acceptance prior to conducting any work.

At the end of May 2013, the City of Charlevoix submitted to the State of Michigan an S-2 grant application. As part of the S-2 grant application process, a City approved an engineering design and financial services scope of work which was included in the S-2 application. The City authorized the Engineering Design and Rate Study Financial services work tasks in the amount up to \$910,000. The City's portion of the scope is the 10% match, or up to \$91,000.

To minimize the financial risk to the City, we also recommended that the City continue to approve engineering services in phases as work progresses. At the time of the application submission, no design engineering work task approval was being sought.

The State previously notified the City of S-2 grant approval. Additionally, you should receive shortly, if not already in your possession, a letter from the State indicating that you may start drawing on the S-2 grant funds. The City has also been notified through the draft State Project Priority List that you are eligible for a low interest loan from the State. The final priority list has not been released, but in conversations with State, it appears that ALL projects on the list will be funded.

The time line for the project remains tight. We have forwarded to you an estimated milestone schedule for the project. In order to remain on schedule, design activities need to commence. We are asking at this time that we receive authorization to commence design activities. Initial activities will be to work with the City to define the desired project scope and to select treatment equipment.

If you have any questions on the matter, please call me.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



DAN WYANT
DIRECTOR

October 11, 2013

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

Dear Mr. Straebel:

SUBJECT: Establishment of Fundable Range
State Revolving Fund (SRF)
Project No. 5572-01

The fiscal year (FY) 2014 SRF fundable range has been established, with \$190 million in lending capacity available in Michigan during the year. The fundable range relies on the lending capacity generated by existing fund assets, as well as federal capitalization and state match funds. In part due to a high level of demand for SRF assistance and budget cuts, available lending capacity will not be sufficient to fund all applications. Each project identified as fundable is assured funding up to the amount identified, contingent upon the applicant's ability to meet a milestone schedule and satisfy application requirements.

Attached is a copy of the Fundable Range Quarterly Report for FY 2014. Projects in the fundable range are listed in the quarter of their targeted funding, while those outside the fundable range are shown in priority order as contingent projects. For information purposes, projects with anticipated loan-closing dates in FY 2015 and beyond are listed as future projects. The interest rate will be 2.5 percent for all FY 2014 loans.

Fundable range applicants are strongly advised to follow through with the actions necessary to complete the application process. To facilitate completion of that process, if your project manager has not already done so, he/she will contact you shortly to negotiate a project milestone schedule as required by law. It will be imperative that the commitments in your schedule be met.

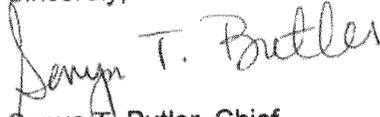
Milestone schedules will contain specific dates for completion of critical application tasks. If you are not in a position to negotiate a schedule or are unable to adhere to the dates in a negotiated schedule, action will be initiated which may result in your project being bypassed and/or deferred to FY 2015 or later.

Also attached to this letter is a copy of the FY 2014 Quarterly Financing Schedule, which contains dates that must be adhered to in order to bring a project successfully through the application process. In addition, this attachment lists those items and activities that constitute a complete, approvable application.

Mr. Robert Straebel
Page 2
October 11, 2013

If you have any questions regarding this project, please contact Mr. David Worthington, Project Manager, Revolving Loan Section, Office of Drinking Water and Municipal Assistance, by phone at 517-284-5423, or by mail at DEQ, P.O. Box 30241, Lansing, Michigan, 48909-7741; or you may contact me at the aforementioned address.

Sincerely,



Sonya T. Butler, Chief
Revolving Loan Section
Office of Drinking Water and Municipal Assistance
517-284-5433

Attachments

cc: ~~Mr. Mark Prein, Prein & Newhof - Grand Rapids~~
DEQ-WRD, Cadillac District Office
Mr. David Worthington, Project Manager, DEQ-RLS

received G

OCT 11 2013

Prein&Newhof

DEQ State Revolving Fund: Fundable Range Quarterly Report - Fiscal Year: 2014

SRF

1st Quarter Projects		Binding Commitment Date: 11/22/2013		
:5541-02	Sturgis	St Joseph Co	Financial Seg	\$1,170,000
1st Quarter Total		1 Projects		\$1,170,000
2nd Quarter Projects		Binding Commitment Date: 3/11/2014		
:5006-20	Port Huron	St Clair Co	Seg 20 CSO; Swr Sep (Nem St Area)	\$3,810,000
:5211-01	Lansing	Ingham Co	SSO Ctrt: Siphon 11 upgrde, Cen Intercept/ Sycamore-Lindbirg	\$7,125,000
5525-01	Clinton Twp	Macomb Co	Relief Swrs	\$6,980,000
:5550-01	Fenton	Genesee Co	NPS-Downtown Stormwater BMPs	\$910,000
:5562-01	Tecumseh	Lenawee Co	Aeration blower upgrade	\$500,000
:5571-01	Elk Rapids	Antrim Co	WWTP improv	\$5,270,000
:5576-01	Ecorse	Wayne Co	I&I 15th St/Quality Dr. storm sewer, 15th St. sanitary sewer	\$665,000
2nd Quarter Total		7 Projects		\$25,260,000
3rd Quarter Projects		Binding Commitment Date: 6/3/2014		
:5395-01	Grosse Pte Farms	Wayne Co	Swr Rehab	\$150,000
:5475-01	Huron River PAD	Ann Arbor	NPS-Stormwater BMPs (Stone School Rd)	\$1,300,000
:5561-01	North Kent SA	Cannon Twp, Courtlan	LS Impr	\$760,000
15563-01	Adrian	Lenawee Co	Swr sys rehab	\$3,935,000
:5564-01	Monroe Co Drain Commissioner	Ida & Raisinville Twps	Lagoon stabilization	\$515,000
:5568-01	Macomb Co WWDD	Macomb Co	Chemical Addition	\$850,000
:5577-01	St Clair Co	Algonac	WWTP grinder & pump replacements	\$585,000
5579-01	8 1/2 Mile Relief Drain DD	Macomb Co	Structural rehab	\$490,000
:5585-01	Coldwater	Branch Co	PS improv. CIPP repairs	\$1,250,000
:5586-01	Lawrence	Van Buren Co	PS; lagoon improv	\$2,840,000
:5587-01	St Clair Co	Kimball Twp	Smiths Creek Landfill septage injection	\$6,115,000
3rd Quarter Total		11 Projects		\$18,790,000
4th Quarter Projects		Binding Commitment Date: 8/26/2014		
:5129-10	Sault Ste Marie	Chippewa Co	CSO; Swr Sep. Phase C-3	\$8,080,000
:5397-01	Wayne	Wayne Co	EQ Basin/PS Upgrds	\$1,855,000
5402-01	Wayne Co	Rouge Valley Sewage	SCADA, Improv/Integr/met	\$3,110,000
*5414-01	Cass City	Tuscola Co	WWTP Impr	\$4,025,000
:5420-01	Wayne Co	Downriver WWTF	Secondary System & Headworks System Renovations	\$19,105,000
:5430-02	Wayne Co	Dearborn Heights	Dearborn Heights CSO RTB (Ph 2), building, elect, SCADA, so	\$1,423,000
:5433-02	Wayne Co	River Rouge	River Rouge CSO RTB (Ph 2)	\$1,708,000
:5445-01	Wayne	Wayne Co	NPS-Porous Paving	\$870,000
:5493-01	Evergreen-Farmington SDS	Oakland Co	Farmington Intcp Relief Swr	\$45,000,000
15508-01	Malletts Creek DD	Ann Arbor	NPS-Stormwater BMPs (Springwater Sub)	\$1,435,000
:5529-03	Owosso Twp/Caledonia Twp Utilit	Shiawassee Co	Swr Rehab	\$4,395,000
*5536-01	Newberry	Luce Co	WWTP Impr - Phase I	\$3,480,000
:5546-01	East Lansing	Ingham Co	WWTP UV & Tertiary Impr	\$11,295,000
15565-01	Bessemer Twp	Goegbic Co	Elimination of SSO, PS improv; Ramsay WW System	\$1,235,000
*5569-01	Cedar Springs	Cedar Springs	WWTP collection sys improv	\$1,000,000
:5572-01	Charlevoix	Charlevoix Co	WWTP Improv	\$10,895,000
:5575-01	Milford	Oakland Co	WWTP sewer/manhole rehab, equaliz basin, sludge handling	\$4,042,000
:5578-01	Zeeland	Ottawa Co	CWP upgrades	\$9,300,000
:5580-01	Parma	Jackson Co	New pump station & forcemain	\$800,000
15582-01	YCUA	Washtenaw Co	Grit Handling	\$2,435,000

5583-01	YCUA	Washtenaw Co	Pump stations HVAC improv	\$1,900,000
5589-01	Leland Twp	Leelanau Co	WWTF improv	\$390,000
5591-01	Park West Drain District	Ottawa Co	NPS-Bioswales	\$3,460,000
5592-01	Allen Creek DD	Ann Arbor	NPS-721 N Main St stormwater BMPs	\$1,760,000
5593-01	St Ignace	St Ignace	Sewer repair/relocate	\$240,000
5599-01	Huron River Green Infrastructure	Ann Arbor	NPS-Village Oaks detention/retention basin	\$1,290,000
14th	Quarter Total	26	Projects	\$144,528,000
Total Fundable Range Dollars		45	Projects	\$189,748,000

Future	Projects			
5486-02	Detroit	Wayne Co	2nd Rouge River Outfall	\$155,190,000
5005-23	Lansing	Ingham Co	Subarea 034C Sewer Separator	\$10,250,000
5006-99	Port Huron	St Clair Co	CSO: Swr Sep Future Segs	\$21,220,000
5538-01	Detroit	Wayne Co	Puritan CSO Control Facility	\$28,200,000
5581-01	Lansing	Ingham Co	Frances Park Pump Station upgrade	\$3,375,000
5525-02	Clinton Twp	Macomb Co	Relief Swrs	\$3,735,000
5525-03	Clinton Twp	Macomb Co	Relief Swrs	\$340,000
5518-99	St Joseph	Berrien Co	SSO; Future Segs; EQ Basins	\$9,335,000
5547-01	East Lansing	Ingham Co	WWTP Solids Handling Impr	\$5,400,000
5481-01	YCUA	Washtenaw Co	PS Impr (Pine View)	\$525,000
5558-01	YCUA	Washtenaw Co	Misc WWTP & PS Impr	\$5,580,000
5545-02	East Lansing	Ingham Co	Influent Swr Relief Ph 2	\$4,740,000
5548-01	East Lansing	Ingham Co	Oakhill Neighborhood Replac Swr	\$2,780,000
5549-01	East Lansing	Ingham Co	IM Siphon Replac	\$960,000
5358-01	Marquette	Marquette Co	Swr Repl/WWTP Imps	\$5,395,000
5573-02	Saline	Washtenaw Co	WWTP RBS rehab, septage, structural repair	\$890,000
5573-03	Saline	Washtenaw Co	Replace sand filters	\$1,800,000
5573-04	Saline	Washtenaw Co	SCADA monitoring system	\$195,000
5573-05	Saline	Washtenaw Co	WWTP odor scrubber rehab	\$120,000
5404-01	Delhi Twp	Ingham Co	WWTP Impr (Ph 2)	\$5,500,000
5405-01	Delhi Twp	Ingham Co	PS/FM Impr (Ph 3)	\$3,165,000
5575-02	Milford	Oakland Co	Pump station upgrades	\$200,000
5575-03	Milford	Oakland Co	Upgrade headworks, structural concrete	\$3,159,000
5575-04	Milford	Oakland Co	Upgrade filtration, sludge handling cent	\$2,633,000
5375-01	Allegan	Allegan Co	Swr Repl/Relining; PS Rep	\$3,210,000
5392-02	Southgate-Wyandotte RDDDD	Wayne Co	RTF/PS Impr (Seg 2)	\$3,540,000
5531-01	Allegan	Allegan Co	WWTP Impr	\$2,400,000
5537-01	Newberry	Luce Co	WWTP Impr - future phases	\$2,625,000
5523-01	Port Huron	St Clair Co	WWTP Impr (Phase 3)	\$7,400,000
5363-01	Mackinac Island	Mackinac Co	WWTP Upgrd (Phase 1)	\$5,680,000
5576-02	Ecorse	Wayne Co	Manholes, storm sewers ext, bulkheads	\$2,970,000
5367-01	Mackinac Island	Mackinac Co	WWTP Exp (Phase 2)	\$4,630,000
5353-01	Allen Creek DD	Ann Arbor	NPS-Farmer's Market Stormwater BMPs	\$700,000
5353-02	Huron River Green Infrastructu	Ann Arbor	NPS-Detroit St (Catherine to Division)	\$1,090,000
5478-01	Malletts Creek Drain DD	Ann Arbor	NPS-Lans Basin	\$1,410,000
5479-01	Malletts Creek Drain DD	Ann Arbor	NPS-Malletts Crk Dr Dist SS	\$2,770,000
5479-02	Malletts Creek Drain DD	Ann Arbor	NPS-Research Park Detention SBS	\$920,000
5480-01	Huron River Green Infrastructu	Ann Arbor	NPS-Millers Crk SBS	\$650,000
5504-04	Huron River Green Infrastructu	Ann Arbor	NPS-2015 to 2018 Tree Plantings	\$2,070,000

:5506-02	Malletts Creek Drain DD	Ann Arbor	:	NPS-S. Seventh St (Greenview to Scio Church)	\$840,000
:5506-03	Malletts Creek Drain DD	Ann Arbor	:	NPS-Lawton Park Detention Basin	\$4,125,000
:5506-04	Malletts Creek Drain DD	Ann Arbor	:	NPS-Churchill Downs Park	\$1,700,000
:5508-02	Malletts Creek DD	Ann Arbor	:	NPS-Springwater BMPs (Springwater Subdivision)	\$1,210,000
:5508-03	Malletts Creek DD	Ann Arbor	:	NPS- Springwater BMPs (Springwater Subdivision)	\$985,000
:5509-01	Allen Creek DD	Ann Arbor	:	NPS-Stadium Blvd (Hutchins to Kipke)	\$1,640,000
:5514-01	Malletts Creek Drain DD	Ann Arbor	:	NPS-Briarwood Mail Basins	\$1,230,000
:5552-01	Fenton	Genesee Co	:	NPS-Cornerstone Stormwater BMPs	\$270,000
:5594-01	Huron River Green Infrastructu	Ann Arbor	:	NPS-Geddes Av. Arlington to Huron Pkwy 1st flush storm sewer	\$2,720,000
:5595-01	Huron River Green Infrastructu	Ann Arbor	:	NPS-Huron Hills Baffle Box	\$200,000
:5596-01	Huron River Green Infrastructu	Ann Arbor	:	NPS-State Street (Eisenhower Pkwy to I-94-S)	\$1,060,000
:5597-01	Malletts Creek Drain DD	Ann Arbor	:	NPS-Scio Church Rd (Main to 7th St)	\$3,860,000
:5598-01	Huron River Green Infrastructu	Washtenaw Co	:	NPS-Huron Hills Golf Course SBS	\$1,220,000
:5600-01	Allen Creek DD	Ann Arbor	:	NPS-Maple Village Shopping Center	\$2,420,000
Total	Future Dollars Projected			53 Projects	\$340,232,000



Strategic WQ Initiatives Fund: Fundable Range Quarterly Report - Fiscal Year:

2014

SWQIF

Future	Projects			
3010-05	Ann Arbor	Washtenaw Co	: FDD Year 5	\$1,450,000
Total	Future	Dollars Projected	1 Projects	\$1,450,000

Michigan Finance Authority (MFA)/Department of Environmental Quality (DEQ)

**FY 2014 FINANCING SCHEDULE
for the State Revolving Fund (SRF), the
Drinking Water Revolving Fund (DWRf) and the
Strategic Water Quality Initiatives Fund (SWQIF)**

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Part I of Application Due	08/30/2013	11/27/2013	02/14/2014	05/23/2014
EAs Published No Later Than	08/21/2013	12/04/2013	02/19/2014	05/14/2014
Part II Application Due FNSI Clearance Plans & Specs Approved User Charge System Approved	09/20/2013	01/03/2014	03/21/2014	06/13/2014
Bid Ad Published No Later Than	09/20/2013	01/03/2014	03/21/2014	06/13/2014
Part III of Application Due Bid Data Submittal (With Tentative Contract Award)	11/01/2013	02/14/2014	05/02/2014	07/25/2014
DEQ Order of Approval Issued*	11/22/2013	03/11/2014	06/03/2014	08/26/2014
Borrower's Pre-Closing with the MFA	12/03/2013	03/28/2014	06/13/2014	09/05/2014
MFA CLOSING	12/12/2013	04/09/2014	06/25/2014	09/17/2014
Notice to Proceed Issued No Later Than	02/10/2014	06/08/2014	08/24/2014	11/16/2014

*In addition to MFA requirements, all municipal bond sales must be reviewed and approved by the Local Audit and Finance Division of the Michigan Department of Treasury before an Order of Approval can be issued.

AN APPROVABLE APPLICATION FOR A REVOLVING FUND LOAN MUST INCLUDE:

1. A completed revolving fund application (Parts I, II, and III) including all required application information and assurances.
2. A detailed project description, cost breakdown, and project schedule.
3. Financial documentation to demonstrate ability for timely repayment of the loan and other assurances required by the application. (Part I)
4. If applicable, all executed intermunicipal service agreements. (Part II)
5. An approved User Charge System. (Part II)
6. An approved Project Plan. (Part II)
7. A set of plans and specifications suitable for bidding, including DEQ construction permit. (Part II)
8. A certified resolution from the applicant designating an authorized representative. (Part II)
9. Verification that the project has been advertised for bids or other appropriate procurement action. (Part II)

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Charlevoix Historical Society request to place a historic train caboose at the Depot property adjacent to Depot Beach.

DATE: October 21, 2013

PRESENTED BY: Mike Spencer, City Planner

ATTACHMENTS: Location Map
Photos of caboose

BACKGROUND INFORMATION:

The Charlevoix Historical Society is requesting to place a historic train caboose from 1916 on their property at 305 Chicago Avenue. They are requesting to place the 10X30 caboose in the grassy area on the south side of the Depot building. The caboose would be located on railroad ties and a track and not be on a foundation. The historical society would potentially place historic photos in the caboose, allow tours inside, and have presentations on railroad history. Even though this is not on City property we felt this proposal should come to the Planning Commission and City Council for comment and consideration. The Planning Commission reviewed this on October 14 and unanimously approved the proposal. Overall the PC felt it would be a wonderful tourist attraction and is in keeping with the historic theme of the Depot. The two property owners above the Depot have been contacted and I do not have any comments back at this point. (October 16 at 10AM) Views will not be impacted due to the location of the caboose, dense trees, vegetation, and the slope of the hill.

Since this property is in the City's only historic district this proposal will also have to go to the Historic District Commission for review. This is scheduled for early November.

RECOMMENDATION:

Recommend that the Historic District Commission approve the proposal as presented.

ATTACHMENT



COAST GUARD DR

Proposed
10' x 30'
Train Car

COAST GUARD DR

CHICAGO AV

October 9, 2013

City of Charlevoix
Planning Commission
Attn: Mike Spencer

Re: Proposal to Situate Caboose at Railroad Depot

Mike,

Part of the Charlevoix Historical Society's long-term strategy for the restoration of the Railroad Depot was to acquire a railcar for display. The Society has been presented the opportunity to acquire a caboose, dating to 1916 and currently located in the local area, at favorable terms. It would be relocated to the Railroad Depot and situated on a section of this property, which is owned by the Charlevoix Historical Society. Enclosed are:

- 1) photos of this caboose
- 2) a sketch of the Depot property indicating where the caboose would be located

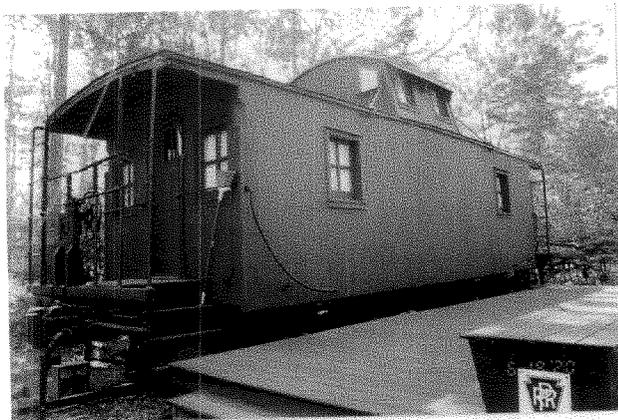
It is planned to use the caboose to attract people to the Depot and utilize it for special events and educational programs, in particular for railroad enthusiasts and youth.

If this is approved and funding secured, the goal is to move the caboose this Fall or Spring, 2014.

Sincerely,



Denise Fate, President
Charlevoix Historical Society



CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Consideration of Resolution 2013-10-XX and the Review Policy for
Public Infrastructure Projects

DATE: October 21, 2013

PRESENTED BY: Mike Spencer, City Planner

ATTACHMENTS: Draft Resolution and Policy

BACKGROUND INFORMATION:

As you are aware the Planning Commission has been working on a Resolution/Policy that would clarify what capital improvement projects should be reviewed by the PC before consideration by City Council. This policy is intended to provide the public, staff, and elected officials clear guidance on new infrastructure projects or new uses to satisfy the requirements of the Michigan Planning Enabling Act, and clarify the appropriate local review process for infrastructure projects in parks or other public lands, sale of public lands, etc.

This resolution and policy was introduced to Council at the October 7th meeting and we have received no public comments to date.

RECOMMENDATION:

Approval of Resolution 2013-10-XX and the Review Policy for Public Infrastructure Projects.

ATTACHMENT

CITY OF CHARLEVOIX RESOLUTION 2013-10-xx

WHEREAS, the City of Charlevoix Planning Commission and City Council find that the public interest is best served when there are clear standards for review and decision making processes on public infrastructure projects and the use of public lands; and

WHEREAS, the Michigan Planning Enabling Act, Article IV, Section 125.3861 states:

125.3861. New Construction of certain projects in area covered by municipal master plan; approval; initiation of work on project; requirements; report and advice.

(1) A street; square, park, playground, public way, ground, or other open space; or public building or other structure shall not be constructed or authorized for construction in an area covered by a municipal master plan unless the location, character, and extent of the street, public way, open space, structure, or utility have been submitted to the planning commission by the legislative body or other body having jurisdiction over the authorization or financing of the project and has been approved by the planning commission. The planning commission shall submit its reasons for approval or disapproval to the body having jurisdiction. If the planning commission disapproves, the body having jurisdiction may overrule the planning commission by a vote of not less than 2/3 of its entire membership for a township that on the enactment date of this act had a planning commission created under former 1931 PA 285, or for a city or village, or by a vote of not less than a majority of its membership for any other township. If the planning commission fails to act within 35 days after submission of the proposal to the planning commission, the project shall be considered to be approved by the planning commission.

WHEREAS, the Planning Enabling Act does not define "structure" which can be subject to interpretation and/or litigation and does not provide municipalities clear guidance; and

WHEREAS, the City of Charlevoix does review and make a recommendation on the Draft Capital Improvement Plan (CIP) on an annual basis prior to adoption by City Council¹ in accordance with MCL 125.3865; however, infrastructure projects and new uses may arise throughout the year that are not included in the budget or CIP; and

WHEREAS, the City of Charlevoix may receive specific requests from individuals, groups, organizations or governmental agencies proposing a new infrastructure project, structure, feature, or use on public lands that was not previously planned for or previously known, and funding sources for these projects or uses may be from individual donations, grants, scholarships, and/or local, state and federal funds; and

WHEREAS, the City Planning Commission does not have a process in place to review infrastructure projects not covered in the budget or CIP or new uses proposed on public lands; and

¹ Typically Planning Commission review of the CIP takes place in February of each year. The City must adopt the CIP before March 1st to ensure the Budget and Capital Improvement Plan are in effect by April 1st. The Planning Commission is also invited to public work sessions held by City Council where the Budget and Capital Improvement Plans are reviewed prior to adoption.

WHEREAS, the City of Charlevoix feels the public, the Planning Commission who represent the public on land use issues, and elected officials should be fully informed and involved in decisions on capital improvements and uses upon public lands;

NOW, THEREFORE, BE IT RESOLVED that the City of Charlevoix Review Process and Standards for Public Infrastructure Projects, which are attached, are hereby adopted and shall be effective immediately and further, that this policy may be used concurrently with other review processes such as zoning review or the City's Donations Acceptance Policy.

RESOLVED, this XXth day of _____, A.D. 2013

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

Absent:

City of Charlevoix Review Process and Standards for Public Infrastructure Projects.

1. Definitions:
 - A. Structure: a permanent building, typically enclosed or containing a roof, used for a wide variety of activities. (Examples include, but are not limited to: City Hall, the water treatment plant, harbormaster building, performance pavilion, park pavilions, bathroom facilities, airport hangers, etc.)
 - B. Feature: an element or attribute that serves to enhance or provide a specific use to a property. (Examples include the trout stream, water fountain, public art, sculptures, kiosk, signs, pavers, maps, pavers, benches, etc.)
 - C. Amenity: a feature, attraction, use, or structure typically located in public parks to enhance the experience of the user or fulfill a specific need. (An amenity may also be a feature such as the trout stream, interactive water fountain, disc golf, etc.)
2. Exemptions:² The following infrastructure projects and uses on public lands shall be exempt from this review resolution and policy:
 - A. Infrastructure Projects
 - Any capital improvement project that has been budgeted for and included in the Capital Improvement Plan (CIP), which has already been reviewed and approved by the City.
 - Any capital improvement project that must be completed to protect public health, safety and/or welfare. (Examples include, but are not limited to: replacing or adding fire hydrants, water lines, sewer lines, traffic signs, construction fencing, road repair etc.)
 - Replacement, repair, or expansion of utilities such as water, sewer, electric, storm water, phone, cable, fiber optic, etc.
 - Replacement or repair of existing structures, features, and amenities. (Examples of features that can be repaired, replaced, or added, include those that are common in parks or other city properties such as: park benches, trash/recycling bins, signage, flag poles, kiosks, clocks, public art, bike racks, etc)
 - Repair or replacement of existing roads, curbs, gutter systems, and sidewalks.

² Even if a particular project or use is exempt under this section, City staff may choose to follow this policy if the project is considered to have significant public importance. Staff will continue to update the Planning Commission and City Council on capital improvement projects, uses, etc., even if it is exempt under this section.

- B. Existing Uses on Existing Publicly Owned Lands
 - Minor changes or improvements to existing uses related to recreation, governmental operations, utilities, and recycling.

- 3. Review process and standards for capital improvements and new uses:
 - A. Capital Improvements requiring review:
 1. Any new structure, feature, or expansion of an existing building.
 2. Any new use or recreational activity proposed on public properties.
 3. Purchase of any additional properties to be owned by the City. Sale of any City owned lands.
 4. Construction of new roads, alleys, and parks.

 - B. Review Process:
 1. Any capital improvement or use subject to review under this policy shall be submitted to the Planning Commission for review at a regular or special meeting requested by the Chair.
 2. A summary of the project or use shall be included, with all relevant documentation including: site plans, maps, diagrams, pictures, renderings, and/or building plans.
 3. The Planning Commission shall review the project in accordance with the Michigan Planning Enabling Act, the City of Charlevoix Land Use Master Plan, the Parks and Recreation Master Plan, and zoning ordinance requirements, if applicable.
 4. The Planning Commission shall take public comments and forward a written recommendation to City Council outlining the reason for the recommendation, and any other information supporting the recommendation. The Planning Commission may recommend that prior to making a decision, City Council hold a public hearing, and/or notify landowners adjacent to or in close proximity to the project or property.
 5. City Council shall consider the Planning Commission recommendation at a regular or special meeting prior to making its decision. Based on the size, scope, cost and nature of the project or use, City Council shall have the flexibility to hold public meetings or hearings, request additional information or research, notify the general public or landowners adjacent to a project, and seek additional public review prior to the decision.
 6. After the decision has been made, Staff shall notify the Planning Commission of the decision.

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Second Discussion Regarding an Adopt-a-Brick Program for Plaza B in East Park

DATE: October 21, 2013

PRESENTED BY: Rob Straebel

ATTACHMENTS:

1. Draft Adopt a Brick Program Application
2. PI #11, Recreation Improvement Fund

BACKGROUND INFORMATION: The following was included in the October 7, 2013 City Council meeting. At that meeting, there was a question regarding earmarking Adopt-a-Brick proceeds to offset some of the costs to the Interactive Water Fountain. This is an option for City Council.

Previous Meeting's Information

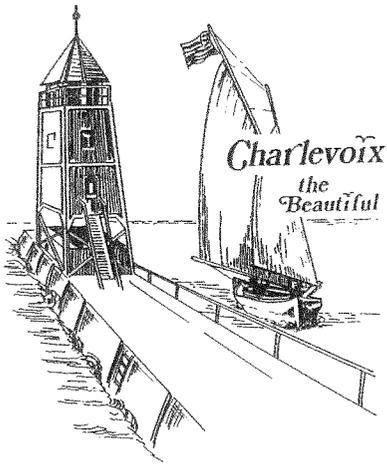
Over the last several days, the Public Work's Crew have installed brick pavers in Plaza B. The department had to utilize different sized pavers but there are plenty of 4"x 8" pavers for engraving up to 3 lines with a maximum of 12 characters per line.

The application form allows individuals, families and businesses to pay \$100 for an etched brick. The City's costs to etch each brick are approximately \$25.00. Staff felt that company information such as phone numbers, websites or logos were not appropriate for a public park setting and therefore would not allow this business information on the bricks. We would only allow for company names on etched bricks. The City also reserves the right to deny any application if Staff feels the proposed language may be offensive, controversial or inappropriate for a public setting.

When we have a number of etched bricks ready for installation, we will remove the same number of current bricks and replace with finished bricks. We anticipate installing etched bricks 3-4 times per year depending upon demand. The etched bricks will be installed in a random pattern.

Proceeds from the Adopt-a-Brick Program are proposed to go to a Public Improvement Fund. PI #11, Recreation Improvement Fund, was established in past years to use for future recreation needs and for recreational grants. We believe that earmarking these proceeds for recreational purposes would be a strong selling point for the program.

RECOMMENDATION: Discussion with input from City Council members. If City Council is supportive, a motion could be made to direct City Staff to implement the Adopt-a-Brick Program as described in the October 21, 2013 Council packet earmarking program proceeds towards _____.



CITY OF CHARLEVOIX

210 STATE ST. CHARLEVOIX, MI 49720

Adopt-a-Brick Program East Park, Plaza B

The City of Charlevoix invites you to become part of an exciting and unique way to have a personal commemorative brick paver in East Park. The bricks can be used to honor your family, create a legacy or remember a loved one. Corporate sponsorships are also available in the Adopt-a-Brick Program. We are unable to engrave addresses, phone numbers, symbols or logos and any other contact information. The pavers will be located in East Park's Plaza B. The cost of each brick is \$100.00 and only a limited number of bricks will be available.

The 4" x 8" finished bricks have a smooth surface and beveled edge. The bricks will be etched and highlighted in black, resulting in a lasting tribute that really stands out! Brick samples are on display in the City Manager's Office. All Adopt-a-Brick proceeds will benefit the City of Charlevoix's recreational activities and programs. Adopt-a-Brick contributions are tax-deductible to the extent permitted by law.

Although bricks will be engraved in a timely manner, the date of placement cannot be guaranteed. Donors will be notified when their brick have been installed.

Please use the form on the reverse side to place your order.

Send your check, payable to the "City of Charlevoix" and order form to the address below:

**Adopt-a-Brick
City of Charlevoix
City Manager's Office
210 State Street
Charlevoix, MI 49720**

If you have any questions, please contact the City Manager's office at 231-547-3270 or mgr@cityofcharlevoix.org.

Thank you for your order.

Adopt-a-Brick Program Form

Please provide us with your contact information below:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____

Email: _____

Brick information:

Bricks are 4" x 8". Please print the exact wording leaving blank spaces between each word. You may use up to 3 lines with 12 characters per line. Spaces and punctuation count as characters.

Line 1												
Line 2												
Line 3												

The City of Charlevoix reserves the right to deny any application and may edit and format brick information as needed.

Cost of each brick is \$100.00, payable to the City of Charlevoix. All proceeds will benefit the City of Charlevoix's recreational activities and programs.

Return the order form and payment to:

City of Charlevoix, City Manager's Office, 210 State Street, Charlevoix, Michigan 49720

For City use only:

Date Paid: _____ Cash/Check: _____

PUBLIC IMPROVEMENT FUND
PI #11, RECREATION IMPROVEMENT FUND

The Recreation Improvement fund is used to set aside funds for the future recreation needs of the community. Originally, this fund was created from funds left from other projects (Depot Beach and Lake Michigan Beach Improvement Funds) and can be used to match grants or to set aside funds for specific recreation projects.

REVENUES: CURRENT BUDGET

Revenues in the current budget were \$1,000 above budget. This was a donation from John Rowe Photography, who used Lake Michigan Beach to create auto promotional materials last summer.

PROPOSED BUDGET

Revenues in the proposed budget are the same.

EXPENSES: CURRENT BUDGET

There were no planned expenditures.

PROPOSED BUDGET

The budget proposes no expenditures.

FUND BALANCE AND FUTURE FUND PROJECTIONS:

The budget projects a cash balance of approximately \$2,100. This fund is available to set aside for future projects, should cash become available or donations be received.

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Consideration to Approve Road Salt Purchase for 2013/14

DATE: October 21, 2013

PRESENTED BY: Patrick Elliott

ATTACHMENTS:

BACKGROUND INFORMATION: In the approved 2013/14 budget, we have allocated money for the purchase of road salt that is used during the winter months to melt ice and snow from our streets. Each spring we submit to the State, MI DEAL program, the quantity of road salt that we will be purchasing that upcoming fall. Once all of the communities submit their quantities to the MI DEAL program the State then competitively bids the overall quantity.

The low bidder for this material is North American Salt Company. Their price per ton is \$54.00.

For the 2013/14 season the City has requested 250 ton of material which totals approximately \$13,500.00. This expense is divided up between the local and major street funds and the State trunk line fund.

RECOMMENDATION: It is staff's recommendation that we accept the unit cost of \$54.00 per ton and that Council approve a maximum expenditure of \$13,500.00 for the purchase of our bulk road salt.

**CHARLEVOIX CITY COUNCIL
AGENDA ITEM**

AGENDA ITEM TITLE: Consideration to Approve Refuse Collection Bid

DATE: October 21, 2013

PRESENTED BY: Patrick Elliott

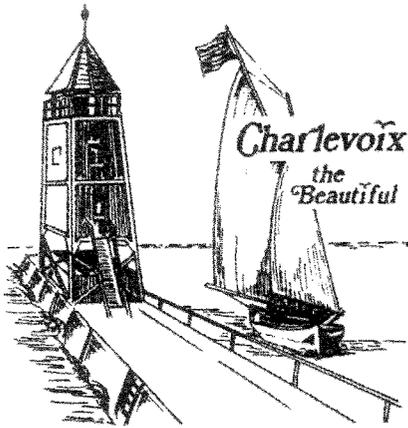
ATTACHMENTS: Bid Tab

BACKGROUND INFORMATION: On October 10, 2013, we opened sealed bids for the service of refuse collection. We received one bid from American Waste (see attachment). This service includes the following: supplying dumpsters to the various different departments; pick up and disposal for the compactor located downtown; and the Monday curbside refuse pick up. American Waste, our current provider for these services, meets all bid specifications and was the low bidder. Overall their cost to provide these services is lower than what we are currently paying. The total cost savings for the year is estimated to be approximately \$3,000.00.

As you may remember, the last time we bid this work out we changed from an every Monday refuse pick up to an every other Monday pick up. To date, staff believes that this has worked out well and has reduced the overall cost to the City. The cost for this work is covered under the refuse millage. If approved by Council these bid numbers will be included in the 2014/15 budget.

Overall American Waste has done a good job over the last six years providing the above services and has solved or resolved any issues that have come up in a timely fashion.

RECOMMENDATION: It is my recommendation that Council make a motion to enter into a three-year agreement with American Waste according to their bid amounts submitted on October 10, 2013.



CITY OF CHARLEVOIX
 210 STATE ST. CHARLEVOIX, MICH. 49720

Refuse Collection Services
 Bid Opening
 Clerk's Office/Main Floor

October 10, 2013 – 2 p.m.

Bidder Name & Contact Info	Monthly Rate	Bid Amount	
		Per Cu. Yd. per dump for various sized dumpsters	Per dump for 9cu.yd. compactor at Bridge Park
American Waste 3947 US 131 North PO Box 1030 Kalkaska, MI 49646	\$1,595.00	\$3.40	\$405.00

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Property & Liability Insurance Renewal

DATE: October 21, 2013

PRESENTED BY: Rob Straebel

ATTACHMENTS: An Invoice from Municipal Underwriters of Michigan (Michigan PAR Plan)

BACKGROUND INFORMATION: The insurance quote attached at \$86,004 is an increase of \$4,579 (5.6%) over last year's cost in our fourth year with the same organization. This covers property and equipment valued at over \$60,000,000 and fleet coverage for vehicles valued over \$4,800,000. We have increased our values by 5% and our fleet coverage went up over \$600,000 with the addition of the newest bucket truck and other vehicles recently added. The increase is in line with other insurers' increases for liability and property coverage.

The coverage is again quoted for \$5 million of liability & property coverage and has deductibles of zero on liability and \$250 on our fleet coverage, property, inland marine and EDP (computer equipment). This year's premium again includes Boiler Insurance with Travelers Property Casualty with a \$2,500 deductible, which is the same coverage we've had for the past year through the PAR Plan.

Our current budget includes \$88,600 for all of our insurance coverage. Other coverage purchased by the City is for underground storage tank coverage, airport management liability insurance, volunteer fireman coverage, lighthouse liability and our day camp policy.

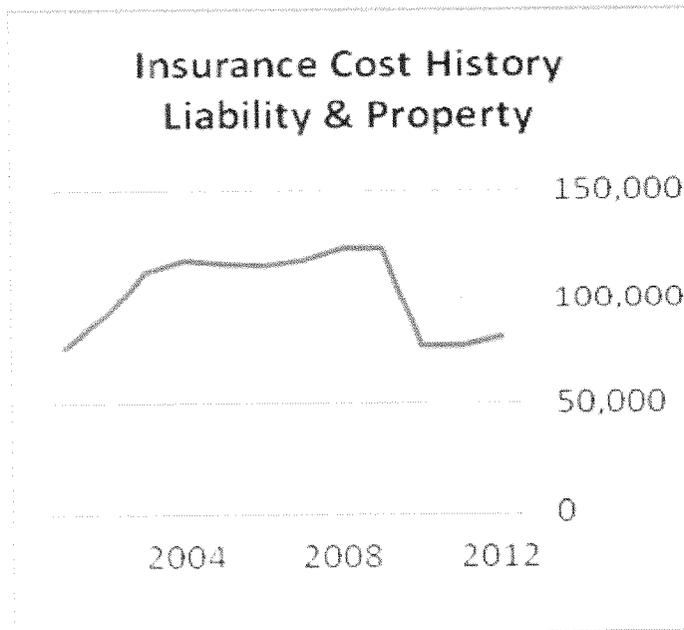
Our current cost for the year is less than our cost in 2002 with the Michigan Municipal League and is still \$37,834 less than our last year with the MML.

RECOMMENDATION:

I would recommend that City Council approve the renewal of the Liability & Property Insurance with the Michigan PAR Plan beginning November 1, 2013 for \$86,004 for one year.

Cost History for MML/MI PAR Plan Coverage

2012	81,425	MPAR
2011	77,613	MPAR
2010	77,675	MPAR
2009	123,838	MML
2008	123,779	MML
2007	118,305	MML
2006	115,945	MML
2005	116,997	MML
2004	118,332	MML
2003	112,732	MML
2002	91,057	MML
2001	76,684	MML



INSURANCE

\$5,000,000 limits

CITY OF CHARLEVOIX
LIABILITY & PROPERTY INSURANCE
10/4/2013

ACCOUNT#	BUDGET GENERAL 2013-14 LIABILITY	GENERAL LIABILITY	PROPERTY	CRIME/BONDS BOILER	MARINE & AUTOS	TOTAL MUM	Adds During Yr	Vol FireF	Lighthouse Liab	AIRPORT UST & Liab	% OF TOTAL & Bonds	ADDL	TOTAL COST	BUDGET OVER/UNDER	FUND	Last Year Cost
101-215-910 Clerk	\$200	191			100	\$291					0.30%		\$291	(\$91)	General	\$91
101-253-910 Treasurer	\$800	165	165	91		\$421					0.50%		\$421	\$379	General	\$265
101-305-910 Police	9,000	3,965			5,000	\$8,965					9.90%		\$8,965	\$35	General	\$8,849
101-336-910 Fire	7,900	1,810	1,471		4,000	\$7,281		594			8.70%		\$7,875	\$25	General	\$7,179
101-651-910 Ambulance	4,900	1,300			4,000	\$5,300					5.90%		\$5,300	(\$400)	General	\$4,812
101-778-910 Ski Hill	1,200	500	97		1,949	\$2,546					2.80%		\$2,546	(\$1,346)	General	\$1,161
101-965-910 General	10,200	2,117	673	1,438	5,002	\$9,230		426			10.70%		\$9,656	\$545	General	\$9,457
202-483-910 Major Street	100				100	\$100					0.10%		\$100	\$0	Major Street	\$100
203-483-910 Local Street	100				100	\$100					0.10%		\$100	\$0	Local Street	\$100
255-255-962 DDA	2,000	1,200	116	1,438		\$2,754					3.10%		\$2,754	(\$754)	DDA	\$2,020
581-581-910 Airport	10,300		1,814		4,026	\$5,840				3,150	10.00%		\$8,990	\$1,310	Airport	\$6,975
582-540-910 Electric	16,100	4,000	882		11,498	\$16,380					18.20%		\$16,380	(\$280)	Electric	\$15,794
590-560-910 Sewer	10,500		3,706	2,875	3,399	\$9,980					11.10%		\$9,980	\$520	Sewer	\$10,281
590-561-910 Sewer	1,900	1,800	14			\$1,814					2.00%		\$1,814	\$86	Sewer	\$1,830
594-784-910 Marina	3,100		557	1,438	1,675	\$3,670					4.10%		\$3,670	(\$570)	Marina	\$3,000
591-580-910 Water	5,200	1,979	999	1,438		\$4,416					4.90%		\$4,416	\$785	Water	\$5,084
638-638-962 Fringes	0					\$0					0.00%		\$0	\$0	Fringe Benefit	\$0
661-895-910 Motor Pool	5,100		140		6,778	\$6,918					7.70%		\$6,918	(\$1,818)	Motor Pool	\$5,040
TOTAL	\$88,600	\$19,027	\$10,634	\$8,816	\$47,527	\$86,004		\$594	\$426	\$3,150	100%	\$0	\$90,174	(\$1,574)		\$2,038

Municipal Underwriters of Michigan

935 Robin Hood Lane
 Grayling, MI 49738
 888-883-6391
 polson@i2k.com

Invoice

Date	Invoice #
9/24/2013	2052

Bill To
City of Charlevoix 210 State Street Charlevoix, MI 49720

Account #	Policy Number
	HMTP-043055

Effective Date	Expiration Date	Insurance Company	Type of Coverage	Charge
11/1/2013	11/01/2014	Michigan Township Par Plan	Package Plan	\$86,004.00

YOUR POLICY IS IN FULL FORCE AND PAYABLE ON EFFECTIVE DATE. IF NOT WANTED, PLEASE RETURN IMMEDIATELY.

Total	\$86,004.00
Payments/Credits	\$0.00
Balance Due	\$86,004.00

Fax #
989-348-4546

CHARLEVOIX CITY COUNCIL

AGENDA ITEM

AGENDA ITEM TITLE: Consideration to Approve a Resolution Supporting a Solution to the Asian Carp Issue

DATE: October 21, 2013

PRESENTED BY: Rob Straebel

ATTACHMENTS:

1. September 25 memo from Freshwater Future
2. Keeping Asian Carp Out of the Great Lakes Resolution

BACKGROUND INFORMATION: Freshwater Future is asking the City to pass a resolution in support of a solution to keep asian carp out of the Great Lakes. The asian carp issue has the potential to drastically change the ecology of the Great Lakes as well as having a detrimental effect on our local economy.

Charlevoix is a major fishing destination offering a variety of different species of fish. Annual fishing tournaments bring in thousands of dollars to our local economy. Fishing has been, and hopefully will continue to be, an integral part of our culture.

The asian carp threat has the potential to decimate local fish populations and drastically change a tenuous and delicate balance with respects to the Great Lakes ecosystem. Consequently, we feel finding a solution to the asian carp issue is extremely important from both an environmental and economic standpoint.

RECOMMENDATION: Motion to Pass a Resolution to Keep Asian Carp out of the Great Lakes.

RECEIVED

OCT - 3 2013

CITY OF CHARLEVOIX

September 25, 2013

Honorable Norman Boogie Carlson Jr.
The City of Charlevoix
210 State Street
Charlevoix, MI 49720

Dear Mayor Norman Boogie Carlson Jr.,

I am writing you because people in your community are concerned about Asian carp invading our Great Lakes and, with them, we are asking for your help. Would you consider joining the more than 30 communities around the Great Lakes region who have passed a resolution supporting the finding of a permanent solution to stop the Asian carp? A copy of that resolution, developed in partnership with the Great Lakes and St. Lawrence Cities Initiative, is enclosed and a map of communities who have passed the resolution can be found on our website at freshwaterfuture.org.

Asian carp, an invasive species, are swimming toward our Great Lakes. Asian carp, including bighead and silver carp, are well suited for our climate. They consume vast amounts of food, reproduce quickly and are wiping out native fish where they thrive. In Illinois, the Asian carp population has doubled every year since they swam into the Illinois River. Silver carp can jump 10 feet high, resulting in numerous injuries to boaters and other recreational users. If these invasive fish become established, our \$7 billion regional fishing industry would be at risk along with our family past times and recreational enjoyment of our favorite lakes and rivers because:

- Invasive species are one of the greatest sources of ecological and economic damage to the Great Lakes;
- Three varieties of Asian carp, including silver, black, and bighead carp, have moved up the Mississippi and Illinois Rivers to a point 40 miles from Lake Michigan; and
- Asian carp are voracious eaters and reproduce so rapidly they take over many waterways, driving out other kinds of fish, including prized sport fish.

Local units of government can play an important role in stopping this threat. Tens of thousands of people have contacted their Members of Congress, letting them know they want the strongest actions possible to stop Asian carp. Thus far pressure from the Great Lakes region has had a meaningful impact that resulted in a policy moving us in the right direction, but the job itself is far from done. Support for these efforts from local units of government can help move solutions forward. We need to keep this momentum going and demonstrate to Congress growing support for stopping the Asian carp.

This summer Freshwater Future reached out to people in communities around the region and we heard back from members of your community – see the enclosed post cards. Your community can help by passing the “Keep Asian Carp Out of the Great Lakes” resolution in support of stopping Asian carp and

protecting your community, its inland rivers, lakes and streams and the Great Lakes from this invasive species. Your community can be part of the growing chorus of support around the region letting decision makers know we want the Asian carp stopped and we want fast action.

If you have any questions, please don't hesitate to contact me at Cheryl@freshwaterfuture.org or 231-571-5001. If you are able to pass this resolution in your community, please let me know as I would welcome the opportunity to add your community to the list of communities around the region supporting efforts to stop the Asian carp from invading our Great Lakes.

Sincerely,



Cheryl Kallio, Associate Director
Freshwater Future

City of Charlevoix
Resolution 2013-10-XX
Keeping Asian Carp Out of the Great Lakes

- WHEREAS, the Great Lakes and St. Lawrence represent the largest body of surface fresh water in the world and are a vibrant, diverse ecosystem that is critically important to the economic well-being and quality of life of the Canadian and U.S. populations in the region; and
- WHEREAS, over 180 invasive species have entered the Great Lakes and its connecting water ways over the years and caused widespread damage and disruption to the natural balance of the system, as well as significant economic damage; and
- WHEREAS, one of the most serious threats ever presented by invasive species currently comes from Asian Carp, including silver, bighead, and black varieties; and
- WHEREAS, these varieties of carp were introduced to the southern United States for use in fish farms for algae control in the 1970's and escaped into the Mississippi River system; and
- WHEREAS, invasive species have already inflicted hundreds of millions in damage across the Great Lakes and St. Lawrence, and invasive carp pose a serious threat to the \$7 billion sport and commercial fishery that support the economy and help define the culture of the entire region; and
- WHEREAS, the invasive carp have migrated northward through the Mississippi River system as far north as Wisconsin, Minnesota, Illinois, Indiana, and Ohio, reducing significantly or eliminating populations of the more desirable species of fish because of their voracious food consumption and prolific reproduction; and
- WHEREAS, the invasive carp are threatening to enter the Great Lakes at a number of points across the region; and
- WHEREAS, many federal, state, provincial, and local government agencies in the United States and Canada have worked diligently and expended tens of millions of dollars over the past ten years on a variety of projects to keep invasive carp out of the Great Lakes; and
- WHEREAS, including the invasive carp, there are 39 invasive species in the two basins that present a threat to cross over into the other basin in the near future; and
- WHEREAS, once an invasive species establishes itself in an ecosystem, it is exceedingly difficult, if not impossible, to eradicate it, and it often inflicts serious damage on the ecosystem and imposes major costs in efforts to control it; and
- WHEREAS, Asian Carp pose a dangerous risk of injury to recreational users on waters infested with Asian Carp; and
- WHEREAS, Canadian and U.S. citizens across the basin have expressed serious concern about the invasive carp and other invasive species, and are demanding prompt action; and
- WHEREAS, the U.S. Army Corps of Engineers is conducting a multiyear, comprehensive study across the U.S. side of the Great Lakes basin called the "Great Lakes and Mississippi River Interbasin Study" (GLMRIS) that examines 19 separate locations where invasive carp could cross from the Mississippi

River Basin to the Great Lakes Basin, and considers a large number of potential ways to stop the further migration.

NOW, THEREFORE, BE IT RESOLVED, that the invasive carp in the Mississippi River system pose one of the greatest threats to the integrity and well-being of the Great Lakes and St. Lawrence ecosystem, including the 40 million Canadians and Americans who live there; and

BE IT FURTHER RESOLVED, that preventing the invasive carp from entering the Great Lakes and St. Lawrence ecosystem needs to be approached with the greatest sense of urgency by all those responsible for dealing with this matter; and

BE IT FURTHER RESOLVED, that physical separation is the most effective way to keep invasive carp from entering Lake Michigan through the Chicago Area Waterway System, and such barriers would also prevent the movement of many other invasive species from one basin to the other; and

BE IT FURTHER RESOLVED, that physical separation is feasible and can be done in a way that maintains or enhances water quality, flood control, and transportation in the system; and

BE IT FURTHER RESOLVED, that additional steps must be taken in the interim to keep invasive carp out while the long term solution is put in place.

NOW THEREFORE BE IT RESOLVED that the City of Charlevoix strongly urges all parties involved to identify a preferred solution to the invasive carp issue and move forward to implement that solution with the greatest sense of urgency.

RESOLVED, this Nth day of October, A.D. 2013.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

Absent:

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

BETTY, BOAZ,
313 MASON ST,
CHARLEVOIX, MI, 49720-1226

Signature: 
Email: bboazi@csbcglobal.net Phone: 231-547-1102

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

JOHN R. ALBERTS,
PO BOX 127,
CHARLEVOIX, MI, 49720-0127

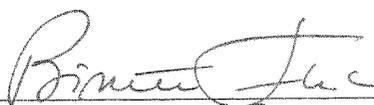
Signature: 
Email: jayunk@charlevoix.net Phone: 231-547-1102

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

PO Box 216
Charlevoix, MI

Signature: 

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

06359 Nine Mile Point Drive

Signature: Pat Quake
Email: _____ Phone: 231-347-5298

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

9330 Boyne City Road
Charlevoix, MI 49720

Signature: JuAnne Kozma
Email: JuAnne.Kozma@gmail.com Phone: 231-547-2828

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

AUDREY, ETIENNE,
5365 ASPEN DR,
CHARLEVOIX, MI, 49720-9115

Signature: Audrey B Etienne

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

CLINT, ETIENNE,
5365 ASPEN DR,
CHARLEVOIX, MI, 49720-9115

Signature: 

Email: _____

Phone: 231 459 6777

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

MURRAY, KILGOUR,
6727 WOODS CREEK DR,
CHARLEVOIX, MI, 49720-9395

Signature: 

Email: _____

Phone: _____

Dear Local Officials,

As a community that cares about the Great Lakes and its connected rivers and inland lakes, I urge you to be part of a regional effort to stop the invasive Asian carp by passing the "Keep Asian Carp Out of the Great Lakes" resolution developed by Freshwater Future and the Great Lakes and St. Lawrence Cities Initiative. This simple act will help grow needed support around the region to let decision makers know our community wants the spread of Asian carp stopped with a permanent solution.

Sincerely yours,

WILLIAM, HENNE,
8347 BOYNE CITY RD,
CHARLEVOIX, MI, 49720-9499

Signature: 