

CITY OF CHARLEVOIX
REGULAR CITY COUNCIL MEETING MINUTES
Monday, February 18, 2019 – 6:00 p.m.
Council Chambers, 210 State Street, Charlevoix, MI

The meeting was called to order at 6:00 p.m. by Mayor Luther Kurtz.

1. Pledge of Allegiance

2. Roll Call

Mayor: Luther Kurtz
Members Present: Greg Bryan, Shane Cole, Aaron Hagen, Janet Kalbfell, Tom Oleksy, Leon Perron
Members Absent: None
City Manager: Mark L. Heydlauff
City Clerk: Joyce Golding
City Attorney: Scott Howard

3. Presentations

- A. Director of Golf Thomas Heid Retirement
In commemoration of Director of Golf Heid's retirement, Mayor Kurtz read a proclamation and thanked him for his long service to the City.

4. Inquiry Regarding Conflicts of Interest

Perron stated that he would recuse himself from Item 7.A. The Mayor disclosed that he had a business at the Airport but, did not feel that this was a conflict with Item 7.D.

5. Consent Agenda

All items listed under Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the Consent Agenda and considered separately.

- A. City Council Meeting Minutes – February 4, 2019
- B. Accounts Payable and Payroll Check Registers
 - a. Regular Accounts Payable Check Register – February 19, 2019
 - b. ACH Payments – February 4, 2019 to February 13, 2019
 - c. Payroll Check Register – February 8, 2019
 - d. Payroll Transmittal – February 8, 2019
 - e. Tax Disbursement – February 19, 2019
- C. Revised MERS Health Care Savings Program Participation Agreement – Tom Heid
- D. New and Revised Seasonal Golf Course Job Descriptions – Golf Course Supervisor and Club House Manager
- E. Charlevoix County Community Foundation Grant Application - \$4,000 for Main Street's Live on the Lake Summer Concert Series

Motion by Kalbfell, second by Cole, to approve the Consent Agenda as presented.

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole

Nays: None

6. Public Hearings & Actions Requiring Public Hearings

- A. Budget Amendment Ordinance for 2018-19 Public Hearing
Mayor Kurtz opened the public hearings at 6:05 p.m.

City Manager Heydlauff stated that the 2018-2019 Budget Amendment reflects the budget changes during the year that align with actual spending. In general the budget reflects a tightening of the margin for expenditures relative to revenue and is within expectations.

CITY OF CHARLEVOIX
ORDINANCE NO. 797 OF 2019
2018-19 BUDGET AMENDMENT #1

The Budget for the fiscal year beginning April 1, 2018 shall be amended for operating the City of Charlevoix. Ordinance #785 of 2018 Budget Appropriation Act for 2018-2019, is hereby amended as follows:

		Original Budget	Amended Budget	Net Change
General Fund	RV Total	3,643,000	4,212,731	569,731
- Legislative	EX Total	45,400	54,038	8,638
- General Government	EX Total	609,850	663,259	53,409
- Public Safety	EX Total	1,084,200	1,075,408	(8,792)
- Public Works	EX Total	274,200	266,024	(8,176)
- Health and Welfare	EX Total	531,200	1,045,820	514,620
- Recreation & Culture	EX Total	1,321,350	1,278,364	(42,986)
- Other	EX Total	63,200	41,137	(22,063)
Major Street Fund	RV Total	442,883	367,279	(75,604)
	EX Total	479,234	288,369	(190,865)
Local Street Fund	RV Total	158,055	172,932	14,876
	EX Total	156,900	140,325	(16,575)
DDA Fund	RV Total	574,100	604,352	30,252
	EX Total	607,600	668,981	61,381
General Debt Service Fund	RV Total	323,000	324,244	1,244
	EX Total	324,300	324,450	150
Airport Fund	RV Total	1,697,725	2,489,757	792,032
	EX Total	1,589,830	1,843,509	253,679
PI#1 - Fire/Ambulance Replacement Fund	RV Total	86,691	87,000	309
PI#2 - Sewer Capital Fund Tap Ins	RV Total	11,100	22,120	11,020
PI#6 - Infrastructure Improvements Fund	RV Total	472,900	471,427	(1,473)
	EX Total	435,700	336,924	(98,776)
PI#7 - Street Improvements	RV Total	239,200	244,321	5,121
	EX Total	200,000	200,013	13
PI#12 - Mt. McSaubra Recreation Improvement	EX Total	0	10,000	10,000
Electric Fund	RV Total	7,197,729	7,222,302	24,573
	EX Total	7,281,400	7,327,629	46,229
Sewer Fund	RV Total	2,736,050	2,719,652	(16,398)
	EX Total	3,045,360	3,080,232	34,872
Water Fund	RV Total	1,548,400	1,560,990	12,590
	EX Total	1,958,100	1,870,408	(87,692)
Marina Fund	RV Total	778,130	789,020	10,890
	EX Total	1,540,400	1,589,904	49,504
DPW Site Fund	RV Total	239,946	261,546	21,600
	EX Total	393,700	563,700	170,000
Employee Fringe Benefit Fund	RV Total	2,389,600	2,595,913	206,313
	EX Total	2,561,400	2,744,784	183,384
Motor Pool Fund	RV Total	868,330	959,897	91,567
	EX Total	1,384,900	1,383,683	(1,217)
Cemetery Trust	RV Total	6,000	6,500	500
Bad Debt Write-Offs				
General Fund	28,785	ambulance		
Motor Pool Fund	-			
Electric Fund	7,587			
Water Fund	1,479			
Sewer Fund	2,828			
2018-2019 TOTAL:	40,680			

2017-18	\$47,070
2016-17	\$40,120
2015-16	\$35,724
2014-15	\$55,724
2013-14	\$45,663
2012-13	\$76,613
2011-12	\$31,720

Ordinance No. 797 was adopted on the 18th day of February, 2019 A.D., by the Charlevoix City Council as follows:

Motion by: Cole
Seconded by: Kalbfell
Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole
Nays: None
Absent: None

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B. 2019-2020 Budget Ordinance Public Hearing

City Manager Heydlauff recalled at the January 21, 2019 Council meeting, Council received the final budget recommendation from Staff. Since January 21, we have made a few minor changes with most of the focus on our continued evaluation and improvement of the EMS Department.

**CITY OF CHARLEVOIX
ORDINANCE NO. 798 of 2019
BUDGET APPROPRIATION ACT**

THE CITY OF CHARLEVOIX ORDAINS:

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

THEREFORE, BE IT RESOLVED, that the revenues and expenditures for the fiscal year commencing on April 1, 2019 and ending March 31, 2020 are hereby appropriated on a fund level basis (a detailed breakdown by activity level can be found in the Budget Details document) as summarized by the following:

GENERAL FUND

TOTAL REVENUES: \$4,559,300

TOTAL EXPENSE: \$4,559,300

BE IT FURTHER RESOLVED, that the City Council of the City of Charlevoix does hereby levy 11.0526 mills (9.05 mills operating and 2.0026 mills infrastructure) for the period of April 1, 2019 through March 31, 2020 on all real and eligible personal property in the City of Charlevoix according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Charlevoix and for infrastructure improvements, and is levied pursuant to Section 8.1, Article VIII of the City Charter; and

BE IT FURTHER RESOLVED, that the City Council does hereby levy a tax not to exceed 1.3556 mills for the period April 1, 2019 through March 31, 2020 on all real and eligible personal property in the Downtown Development District, according to the valuation of the same within the district; and

BE IT FURTHER RESOLVED, that the City Council does hereby levy a tax not to exceed 1 mill for the period April 1, 2019 through March 31, 2020 on all real and eligible personal property in the City of Charlevoix, according to the valuation of the same. This tax is levied for the purpose of defraying the cost of rubbish collection and other related services provided citizens allowed by the act, and is levied pursuant to Michigan Public Act 213 of 1969; and

BE IT FURTHER RESOLVED, that the City Council does hereby approve the following budgets for the period April 1, 2019 through March 31, 2020 in the amounts set forth below by fund:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENSE</u>
Major Street Fund	\$ 552,740	\$ 514,352
Local Street Fund	168,100	168,100
Electric Fund	7,869,100	7,869,100
Sewer Fund	3,664,700	3,664,700
Water Fund	1,927,500	1,927,500
Marina Fund	1,489,500	1,489,500
Airport Fund	2,604,222	1,943,530
Downtown Development Authority	605,200	605,200
Employee Fringe Benefit	2,815,100	2,815,100
Motor Vehicle Fund	1,065,100	1,065,100
Perpetual Care Trust Fund	6,000	0
General Debt Service Fund	321,700	321,700
Fire/Ambulance Fund	200,000	200,000
Sewer Tap-in Fund*	15,100	0
Northside/Southside Sewer Fund*	4,250	0
Infrastructure Improvement	471,400	301,400
Road Improvements	244,300	200,000
Public Works Site Fund	326,393	103,900
Industrial Park Fund	3,500	3,500
Mt. McSaubia Recreation Fund	7,020	0

* These funds are part of the Sewer Fund.

Ordinance # 798 was adopted on the 18th day of February, 2019 A.D., by the Charlevoix City Council as follows:
Motion by: Hagen

Seconded by: Oleksy
Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole
Nays: None
Absent: None

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C. Code Book Re-codification Ordinance Public Hearing

City Manager Heydlauff stated that Section 5.7 of the City Charter requires that the City Code be codified at least every 10 years. American Legal Publishing completed their work. Ordinance 799 of 2019 would approve and implement the revised City Code.

**CITY OF CHARLEVOIX
ORDINANCE NO. 799 of 2019**

**AN ORDINANCE ADOPTING, ENACTING, AND RECODIFYING THE CITY CODE FOR THE CITY OF CHARLEVOIX, MICHIGAN;
PROVIDING FOR THE MANNER OF AMENDING THE CODE; AND PROVIDING WHEN THE CODE AND THIS ORDINANCE SHALL
BECOME EFFECTIVE.**

THE CITY OF CHARLEVOIX ORDAINS:

WHEREAS, the State of Michigan has authorized recodification as provided for in MCL 117.5b and the Acts of the Legislature of the State of empower and authorize the City of Charlevoix to revise, amend, restate, codify and compile any existing ordinances and all new ordinances not heretofore adopted or published and to incorporate such ordinances into one ordinance in book form; and

WHEREAS, the City Council for the City of Charlevoix has authorized a general compilation, revision and codification of the ordinances of the Political Subdivision of a general and permanent nature and publication of such ordinance in book form.

THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CHARLEVOIX:

SECTION 1. The general ordinances of the Political Subdivision as revised, amended, restated, codified, and compiled in book form are hereby adopted as and shall constitute the "Code of Ordinances of the City of Charlevoix, Michigan."

SECTION 2. The Code entitled "Code of Ordinances, City of Charlevoix, Michigan," published by American Legal Publishing consisting of Sections 1.1 through 14.11, each inclusive, is adopted.

SECTION 3. All prior ordinances pertaining to the subjects treated in such Code of Ordinances shall be deemed repealed from and after the effective date of this ordinance except as they are included and re-ordained in whole or in part in such Code; provided, such repeal shall not affect any offense committed or penalty incurred or any right established prior to the effective date of this ordinance, nor shall such repeal affect the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, or granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting the boundaries of streets or other public places; nor shall such repeal affect any other ordinance of a temporary or special nature or pertaining to subjects not contained in or covered by the Code.

SECTION 4. Such Code shall take effect and be deemed published as of the date that this Ordinance becomes effective under Michigan Law and the Clerk of the City of Charlevoix is hereby authorized and ordered to file a copy of such Code of Ordinances in the Office of the Clerk.

SECTION 5. All proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this ordinance takes effect are saved from repeal and may be consummated according to the law in force when they commenced or occurred. This ordinance shall not be construed to affect any prosecution pending or initiated before the effective date of this ordinance, or initiated after the effect date for an offense committed before such effective date.

SECTION 6. Ordinances adopted after February 4, 2019 that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

SECTION 7. Effective Date: This Ordinance shall become effective thirty (30) days after its enactment.

Ordinance No. 799 was adopted on the 18th day of February, 2019 A.D., by the Charlevoix City Council as follows:

Motion by: Perron
Seconded by: Kalbfell
Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole
Nays: None
Absent: None

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The public hearings were closed at 6:17 p.m.

7. All Other Actions & Requests

A. Hoop Skirt Alley Improvement Project

Perron recused himself. Sean Bradley, Junior Main Street Committee, stated that the students chose to improve Hoop Skirt Alley this year pursuant to recommendations made by the MSU Sustainable Built Environment Initiative report. The Main Street DDA Board budgeted \$4,000 to support this project. He explained that with a funding gap of approximately \$12,000 the committee hopes to eliminate the shortage through crowd-funding and a grant. Mr. Bradley stated that the goal is to have a ribbon cutting celebration on June 8th.

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

Motion by Kalbfell, second by Cole, to grant permission to the Junior Main Street Committee and Charlevoix Main Street DDA to move forward with the Hoop Skirt Alley Improvement project.

Yeas: Kalbfell, Bryan, Hagen, Oleksy, Cole

Nays: None

Abstain: Perron

B. Historic District Request

Perron returned to the dais. DDA Director Dotson recalled that at the October 1, 2018 City Council meeting the City Manager presented a request from property owner Sidney Feldman to have two properties removed from the Earl Young Local Historic District. Council voted to refer this to the Historic District Commission. After meeting several times to research and discuss, the Commission denied the Feldman request.

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

Motion by Cole, second by Kalbfell, to reject the [Feldman] request to modify the Earl Young Local Historic District.

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole

Nays: None

C. Charter Amendments

City Attorney Howard prepared several draft "housekeeping" amendments to the City Charter for Council's review. He noted that a proposed amendment must be confined to one subject, so there will need to be several amendments on the ballot to accomplish these changes. He explained the ballot proposal process and reviewed each proposed Charter change in detail. Council term limits were discussed at length.

Mayor Kurtz opened the item to public comment.

- Maureen Owens, 1st Ward, was in favor of 4 year terms for Council but, not in favor of term limits.
- Tim Kish, 1st Ward, was in favor of 4 year terms for Council and noted that Council should consider defining term limits (concurrent terms, time off between terms, etc.)

The Item was closed to the public.

Motion by Cole, second by Kalbfell, to approve Section 1.2 as presented. Motion passed by unanimous voice vote.

Motion by Bryan, second by Hagen, to approve Section 2.4 as presented. Voice vote was not unanimous and a roll call vote was requested.

Yeas: Kalbfell, Bryan, Hagen, Cole

Nays: Perron, Oleksy

Motion by Kalbfell, second by Hagen, to approve Section 2.11 as presented. Motion passed by unanimous voice vote.

Motion by Hagen, second by Cole, to approve Section 2.12 and 2.13 as presented. Motion passed by unanimous voice vote.

Motion by Cole, second by Kalbfell, to approve Section 2.15 as presented. Motion passed by unanimous voice vote.

Mayor Kurtz and Hagen recused themselves from Section 2.16 discussion.

Motion by Perron, second by Kalbfell, to approve Section 2.16 as presented. Motion passed by unanimous voice vote with Hagen abstaining.

Mayor Kurtz and Hagen returned to the dais.

Motion by Hagen, second by Kalbfell, to approve Section 2.18 as presented. Motion passed by unanimous voice vote.

Motion by Oleksy, second by Kalbfell, to approve Section 3.3 and 3.4 as presented. Motion passed by unanimous voice vote.

Motion by Kalbfell, second by Cole, to approve Section 3.5 and 3.6 as presented. Motion passed by unanimous voice vote.

Motion by Cole, second by Kalbfell, to approve Section 3.14 as presented. Motion passed by unanimous voice vote.

Motion by Cole, second by Kalbfell, to approve Section 4.8 as presented. Voice vote was not unanimous and a roll call vote was requested.

Yeas: Kalbfell, Bryan, Hagen, Cole

Nays: Perron, Oleksy

Motion by Kalbfell, second by Hagen, to approve Section 5.3 as presented. Motion passed by unanimous voice vote.

Motion by Kalbfell, second by Hagen, to approve Section 7.8 as presented. Motion passed by unanimous voice vote.

Motion by Perron, second by Cole, to approve Section 8.5 as presented. Motion passed by unanimous voice vote.

Motion by Hagen, second by Oleksy, to approve Section 8.8 as presented. Motion passed by unanimous voice vote.

D. **Rates and Fees**

City Manager Heydlauff stated that after review, Staff recommended several changes to rates and fees to bring them in line with cost of providing services. Specifically, Utility rates, Planning and Zoning fees, Clerk fees, and Recreation rates were affected.

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

Motion by Kalbfell, second by Perron, to Resolutions 2019-02-04, 2019-02-05, 2019-02-06, and 2019-02-07.

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-02-04
AMENDED RATES, FEES & CHARGES ASSOCIATED WITH THE FISCAL BUDGET

WHEREAS, the City of Charlevoix assumes the adoption of rates, fees and charges for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and

WHEREAS, the City of Charlevoix defines these amounts in the Schedule of Rates, Fees & Charges; and

WHEREAS, the Charlevoix City Council wishes to incorporate in one Resolution all amendments to fees, rates and charges under the purview of the City Treasurer.

NOW THEREFORE BE IT RESOLVED that the Charlevoix City Council hereby establishes the following amendments to the Schedule of Rates, Fees & Charges, effective April 1, 2019:

1. Utility Rates – Water Rates

<u>Service Charge - Meter Size</u>	<u>City</u>	<u>Non-City</u>
3/4 " or Smaller	\$26.90	\$53.80
1"	35.00	70.00
1 1/2"	55.00	110.00
2"	78.00	156.00
3"	130.00	260.00
4"	250.00	500.00
6"	465.00	930.00
<u>Commodity Charge</u>		
1st 2,000 Gallons	4.00	8.00
3rd-50th 1,000 Gallons	4.00	8.00
51st 1,000 Gallons and Over	4.00	8.00
Water Minimum Charge	26.90	53.80
<u>Privilege Fees</u>		
Turn On / Off Fee - Water (Seasonal)	35.00	45.00
Turn On Fee – Sprinkler	35.00	45.00
<u>Other Fees</u>		
Service Upgrade *	1,500.00	

*Remove old galvanized pipe from Main to Curb if owner has copper or pvc otherwise additional charges may be warranted

2. Utility Rates – Electric Rates

	Rate / kWh	Charge
Residential - In City	\$0.0774	\$8.75
Residential - In Senior	0.0703	8.75
Residential - Rural	0.0884	10.00
Residential - Rural Senior	0.0869	10.00
Commercial - In City (GS-C)	0.0892	21.50
Commercial - Out (GS-R)	0.0973	21.50
Commercial – Demand	0.0482	62.00
Industrial & Charity Demand	0.0383	294.50

RESOLVED, this 18th day of February, 2019 A.D.

Resolution adopted by the following yea and nay votes:

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole

Nays: None

**CITY OF CHARLEVOIX
RESOLUTION NO. 2019-02-05**

AMENDED RATES, FEES & CHARGES ASSOCIATED WITH THE FISCAL BUDGET

WHEREAS, the City of Charlevoix assumes the adoption of rates, fees and charges for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and

WHEREAS, the City of Charlevoix defines these amounts in the Schedule of Rates, Fees & Charges; and

WHEREAS, the Charlevoix City Council wishes to incorporate in one Resolution all amendments to fees, rates and charges under the purview of the Planning and Zoning Department.

NOW THEREFORE BE IT RESOLVED that the Charlevoix City Council hereby establishes the following amendments to the Schedule of Rates, Fees & Charges effective March 1, 2019:

1. Level A Site Plan Review will be amended to \$135
2. Sign Permit will be amended to \$30/sign

RESOLVED, this 18th day of February, 2019 A.D.

Resolution adopted by the following yea and nay votes:

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole

Nays: None

**CITY OF CHARLEVOIX
RESOLUTION NO. 2019-02-06**

AMENDED RATES, FEES & CHARGES ASSOCIATED WITH THE FISCAL BUDGET

WHEREAS, the City of Charlevoix assumes the adoption of rates, fees and charges for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and

WHEREAS, the City of Charlevoix defines these amounts in the Schedule of Rates, Fees & Charges; and

WHEREAS, the Charlevoix City Council wishes to incorporate in one Resolution all amendments to fees, rates and charges under the purview of the City Clerk.

NOW THEREFORE BE IT RESOLVED that the Charlevoix City Council hereby establishes the following amendments to the Schedule of Rates, Fees & Charges effective April 1, 2019:

1. All Cemetery Resident and Non-Resident fees and charges will be amended as follows:
 - a. Adult Lots \$410.00, \$615.00
 - b. Baby Lots \$205.00, \$307.50
 - c. Adult Opening \$307.50, \$465.00
 - d. Baby Opening \$153.75, \$235.00
 - e. Winter Opening \$615.00, \$922.50
 - f. Adult Exhumation \$615.00, \$922.50
 - g. Cremation Opening \$180.00, \$282.00
 - h. Cremation Exhumation \$205.00, \$307.50
 - i. Winter Storage: City Cemetery \$102.00, \$102.00

- j. Winter Storage: Other Cemetery \$155.00, \$155.00
- k. Monument Foundation: Single or Double (price per square inch) \$0.25, \$0.25
- l. Replacement Deed \$15.00, \$15.00
- m. Deed Transfers: One to Four (1-4) (price each), \$25.00, \$25.00
- n. Deed Transfers: More than Four (4+) At Cost, At Cost
- o. Perpetual Care \$180.00, \$280.00
- p. Seeding/Topseeding/Leveling At Cost
- q. Full Setup \$102.50, \$102.50
- r. Partial Setup \$51.00, \$51.00
- s. Saturday / Sunday / Holiday Double, Double
- 2. A Miscellaneous Fee will be added as a Tax Abatement Application Fee in the amount of \$200.00
- 3. Miscellaneous Fee for a Solicitor's License will be amended to \$50/day, \$100/week, and \$150/month
- 4. Miscellaneous Fee for a Roadside Stand/Temporary Business will be amended to \$100/season
- 5. Miscellaneous Fee for a Transient Merchant license will be amended to \$200/season
- 6. Miscellaneous Fee for a standard Liquor License application will be \$100, while a Redevelopment Liquor License application fee will be added in the amount of \$200
- 7. A Miscellaneous Fee will be added as a Notary Service Fee in the amount of \$5

RESOLVED, this 18th day of February, 2019 A.D.

Resolution adopted by the following yea and nay votes:

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole
Nays: None

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-02-07
AMENDED RATES, FEES & CHARGES ASSOCIATED WITH THE FISCAL BUDGET

WHEREAS, the City of Charlevoix assumes the adoption of rates, fees and charges for various services they provide in order to pay for those services in whole or in part as proposed in their annual budget; and

WHEREAS, the City of Charlevoix defines these amounts in the Schedule of Rates, Fees & Charges; and

WHEREAS, the Charlevoix City Council wishes to incorporate in one Resolution all amendments to fees, rates and charges under the purview of the Recreation Director.

NOW THEREFORE BE IT RESOLVED that the Charlevoix City Council hereby establishes the following amendments to the Schedule of Rates, Fees & Charges, effective April 1, 2019:

- 3. Charlevoix Municipal Marina**
 - a. Transient Boater Daily Fee Service Charge DNR Tier E
 - b. Add note: "Transient Boater Discount – Open to May 31 and Labor Day to Close – Rent one day get one day Free"
 - c. Daily Dingy Fee \$ 10.00
 - d. Seasonal Dingy (Individual) \$525.00
 - e. Seasonal Dingy (Commercial) \$650.00
- 4. Recreation – Skate Park**

	<u>Resident</u>	<u>Non- Resident</u>
a. Daily Pass	3.00	5.00
b. Seven Day Punch Card	15.00	20.00
- 5. Recreation - Mt. McSauba**

	<u>Resident</u>	<u>Non- Resident</u>
a. Day Camp		
Camp CHILL (Before/After Camp)	25.00	25.00
b. Skating Rink		
Daily Fee	2.00	2.00
c. Mt. McSauba Area Rental Fee		
Initial Rate (Two Hours)	155.00	260.00
Additional rate per hour	110.00	110.00
Supervisor fee per hour (Required)	28.00	28.00

6. Charlevoix Golf Club

a. Daily Rates:		
9 Hole Youth (With "Youth on Course Membership")	\$5.00	
5-play punch card (Before Memorial Day)	50.00	
5-play punch card (After Memorial Day)	60.00	
Upper Locker Rental	35.00	
Lower Locker Rental	45.00	
b. Season Pass:		
	<u>Resident</u>	<u>Non- Resident</u>
Single	336.00	488.00
Family	520.00	657.00
Student	185.00	200.00
Senior Citizen – Single	268.00	420.00
Senior Citizen – Double	405.00	562.00

7. Farmers Market

a. 10' Space per Season	\$300.00
b. 20' Space per Season	600.00
c. 10' Space – Daily Fee	30.00

RESOLVED, this 18th day of February, 2019 A.D.

Resolution adopted by the following yeas and nays votes:

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole

Nays: None

E. Development Assistance Grant Program

City Manager Heydlauff recalled that Council requested a proposed policy governing the waiving of certain fees associated with utility installations on development projects. This is intended to provide relief on upfront utility costs for the kinds of developments Council believes are important for the future of the community. He stated that notably, large scale job creation and owner-occupied housing would be the largest beneficiaries of the program. Market-rate, year-round rental housing would also benefit as would projects constructed on prime development/redevelopment sites.

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

Motion by Kalbfell, second by Hagen, to direct the City Manager to develop [Development Assistance Grant Program] guidelines.

F. Mayoral Appointment

The Recreation Advisory Committee has a vacancy. This is a Mayoral appointment with Council approval, term expiring December 2021. Mayor Kurtz recommended Jennifer Fruk.

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

Motion by Kalbfell, second by Cole, to appoint Jennifer Fruk to the Recreation Advisory Committee, term expiring December 31, 2021.

Yeas: Kalbfell, Bryan, Hagen, Perron, Oleksy, Cole

Nays: None

8. Reports & Communications

A. Public Comments

- Maureen Owens, Shadowfest Committee, thanked the Recreation Department for their involvement during the event

B. City Manager Comments

- CivicPlus offers an agenda management system which is being considered to replace Novus
- Solid Waste Collection request for proposals will be updated and released this month
- County Officials and Elected Leaders Summit rescheduled to February 25th
- Congratulations to Tom Heid on his retirement
- Recreation trends going forward

C. Mayor & Council Comments

- Council collectively thanked the DPW Department for their long hours with snow removal last week
- Mayor is interested in a one-day "mayor exchange" with the city of Holland
- Mayor proposed to move the Skate Park; Recreation Director and DPW Superintendent will discuss relocation options

9. Other Council Business

10. Adjourn

The Mayor adjourned the meeting at 7:55 p.m.

Joyce M. Golding	City Clerk	Luther Kurtz	Mayor
Regular Accounts Payable – 02/19/2019			
ACE HARDWARE	1,423.96	KSS ENTERPRISES	877.33
ALL-PHASE ELECTRIC SUPPLY CO.	33.98	LASER PRINTER TECHNOLOGIES	449.00
ALTEC INDUSTRIES INC	1,073.45	LEELANAU COFFEE ROASTING CO INC	98.40
AMERICAN WASTE INC.	3,106.00	LEMON, THOMAS	25.00
ARCADIA BENEFITS GROUP INC	25.00	MCCARDEL CULLIGAN-PETOSKEY	50.00
AT&T	605.88	MCMULLEN, DONALD R.	127.94
AUTO VALUE	1,135.08	METAL HEAD WELDING LLC	346.50
AVFUEL CORPORATION	28,573.05	MICHIGAN ASSOC OF PLANNING	650.00
BIDDICK TOWING & SALVAGE	200.00	MICHIGAN OFFICEWAYS INC	2,711.11
BOATRIGHT, DARRELL & MARISSA	165.00	MICHIGAN PIPE & VALVE	383.27
BOSS JR, DALE E.	300.00	MMK CONSULTING	865.50
BRADFORD'S	66.75	NORTHERN MICHIGAN REVIEW INC.	878.56
BRADLEY, KELLY R.	86.00	NORTHERN PUMP SERVICE INC.	2,080.00
CARQUEST OF CHARLEVOIX	930.38	OHM ADVISORS	53,835.75
CCI SOUTH LLC	26.25	OLESON'S FOOD STORES	29.24
CCP INDUSTRIES INC	280.63	OLSON BZDOK & HOWARD	5,831.93
CDW GOVERNMENT INC.	298.00	OSAGE INDUSTRIES INC	190.46
CFII	2,000.00	PARASTAR INC.	6,125.62
CINTAS CORPORATION	93.03	PAUL'S METER TESTING LLC	3,984.15
CITY OF CHARLEVOIX - PETTY CASH	610.57	PLUNKETT & COONEY	500.00
CITY OF CHARLEVOIX - UTILITIES	30,542.19	POWER LINE SUPPLY	400.64
CIVICPLUS	3,000.00	POWERPLAN	135.00
CRYSTAL FLASH ENERGY	855.53	PREIN & NEWHOF	788.00
DELL MARKETING L P	5,404.70	PURITY CYLINDER GASES INC	94.77
ELLIOTT, PATRICK M.	333.08	RANGE TELECOMMUNICATIONS	130.00
ESRI	3,826.17	RECORD AUTOMATIC DOORS INC	356.00
FAMILY FARM & HOME	214.97	SCHEEL, JONATHAN	64.00
FASTENAL COMPANY	29.12	SPARTAN STORES LLC	36.91
FEYEN ZYLSTRA LLC	15,917.26	STANDARD ELECTRIC CO	7,313.46
FOREMOST MEDICAL EQUIPMENT	102.00	TASTE THE LOCAL DIFFERENCE	100.00
GALLS AN ARAMARK COMPANY	227.50	TERMINAL SUPPLY CO	505.22
GBS INC.	307.65	TOP LINE	1,960.00
GRAND TRAVERSE DIESEL INC.	51.27	TRUCK & TRAILER SPECIALTIES	1,648.48
GREEN GUARD	204.13	UNIFIRST CORPORATION	447.14
HACH COMPANY	4,975.32	UNITED STATES PLASTIC CORP.	135.41
HART II, DELBERT W.	86.00	UPPER CASE PRINTING INK.	1,147.30
HERITAGE TELECOM CO	76.30	WOLTERS KLUWER LAW & BUSINESS	626.39
HEYDLAUFF, MARK L.	319.56	WORK & PLAY SHOP	43.02
HYDE SERVICES LLC	318.96	WURST, RANDALL W.	552.32
HYDRO CORP	530.00	ZACHARIAS, STEVEN B.	86.00
KNORR, KENT J.	423.32	TOTAL	205,387.86
ACH Payments – 02/04/2019 to 02/13/2019			
MI PUBLIC POWER AGENCY	10,214.06	VANTAGEPOINT (457 ICMA PLAN)	19,443.10
PAYMENT SERVICE NETWORK	214.70	VANTAGEPOINT (ROTH IRA)	936.53
IRS (PAYROLL TAX DEPOSIT)	41,754.08	MI PUBLIC POWER AGENCY	15,332.05
ALERUS FINANCIAL (HCSP)	400.00	STATE OF MI (SALES TAX)	18,003.15
STATE OF MI (WITHHOLDING TAX)	6,184.59	DTE ENERGY	7,778.18
VANTAGEPOINT (401 ICMA PLAN)	802.64	TOTAL	121,063.08
Payroll Net Pay – Pay Period Ending 02/02/2019 (Paid 02/08/2019)			
HEYDLAUFF, MARK L.	2,845.62	HANKINS, SCOTT A.	1,573.05
GOLDING, JOYCE M.	2,188.06	ORBAN, BARBARA K.	1,102.73
DEROSIA, PATRICIA E.	949.40	WILLIAMS, ASHLEY M.	1,308.88
DOTSON, LINDSEY J.	1,351.30	FLICKEMA, ANDREW M.	1,739.64
LOY, EVELYN R.	1,091.81	RILEY, DENISE M.	451.20
KLOOSTER, ALIDA K.	2,020.65	MATELSKI, KRISTEN L.	1,301.60
GOLOVICH, KAREN J.	996.81	WURST, RANDALL W.	1,101.44
SPENCLEY, PATRICIA L.	1,230.53	MAYER, SHELLEY L.	1,616.75
MILLER, FAITH G.	35.79	HILLING, NICHOLAS A.	1,649.59
MCGINN, KELLY A.	2,365.24	MEIER III, CHARLES A.	1,429.99
LAVENDER, JOSEPH E.	1,725.99	ZACHARIAS, STEVEN B.	1,232.48
DOAN, GERARD P.	2,049.77	NEWMAN, MARK J.	725.68
SCHLAPPI, JAMES L.	905.81	SWEM, DONALD L.	1,976.17
UMULIS, MATTHEW T.	1,190.25	EATON, BRAD A.	2,094.50

WILSON, TIMOTHY J.	2,562.78	WYMAN, MATTHEW A.	1,495.27
LAVOIE, RICHARD L.	1,755.23	MILLER, WILLIAM S.	1,533.93
STEVENS, BRANDON C.	2,525.46	DOUGLAS, MARK	885.98
DRAVES, MARTIN J.	1,811.62	PRIOR, ERIN C.	1,446.03
ANDERSON, ELIZABETH A.	1,210.74	CERTA, BRIAN	488.22
KENWABIKISE, DAVID L.	1,203.22	MCMULLEN, DONALD R.	1,990.42
ELLIOTT, PATRICK M.	2,732.24	SILVA, JESSE L.A.	1,655.90
SCHWARTZFISHER, JOSEPH L.	1,289.43	WILLSON, BRENDA R.	1,841.26
BRADLEY, KELLY R.	1,496.63	BEAN, PETER J.	1,443.54
HART II, DELBERT W.	1,572.48	RILEY, REBECCA J.	1,413.47
JONES, ROBERT F.	1,698.41	TRAVERS, MANUEL J.	5,792.78
DORAN, JUSTIN J.	1,793.28	STEVENS, JEFFREY W.	721.44
FARRELL, MITCHELL L.	1,767.18	RILEY, CASEY W.	301.74
THORP JR, WILLIAM D.	1,452.16	JONES, LARRY M.	534.77
LEITNER, RYAN S.	1,823.95	MATZ, EMILY S.	155.20
KNORR, KENT J.	1,853.36	ERWIN, RACHELLE L.	125.94
ANZELL, BETH A.	952.78	SEHL, JENNA R.	88.10
MILAN, JANE E.	62.33	RILEY, DANIEL A.	653.77
BOSS, SHERRY M.	564.16	WHEELER, MICHAEL W.	1,215.78
BRADLEY, JOHN P.	420.65	DRAKE, WILLIAM F.	2,436.12
DIXON, MIKAYA S.	202.06	JOHNSON, MELISSA A.	987.33
NIMPHIE, NOAH J.D.	303.50	AZZOPARDI, ANTHONY J.	1,599.41
PORATH, JACOB P.	225.23	DEKORNE, ELIZABETH A.	1,106.19
CRANDELL, ZACKARY R.	331.80	VOUSBOUKIS, AUTUMN M.	1,882.48
WHITE III, MARCUS W.	383.64	BELMONTE, ANTONIO F.	84.24
BERTINELLI, DAVID P.	484.54	WHITLEY, ANDREW T.	1,719.67
FOSTER, WILLIAM P.	342.64	MORRISON, KEVIN P.	1,495.19
BEMIS, ADDISON J.	289.92	BOSS JR, DALE E.	1,493.16
NIMPHIE, MASON K.D.	280.16	MATTER, DAWSON K.	303.95
HERBOLDSHEIMER, HANNAH M.	155.20	HOLM, ARTHUR R.	1,151.08
BOSS, BEAU J.	1,111.70		
HEID, THOMAS J	1,316.87	TOTAL	114,268.44

Payroll Transmittal – 02/08/2019

4FRONT CREDIT UNION	851.84	CHARLEVOIX STATE BANK	1,146.00
4FRONT CREDIT UNION	1,834.00	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	148.82	COMMUNICATION WORKERS OF AMER	584.25
AMERICAN FAMILY LIFE	525.04	MI STATE DISBURSEMENT UNIT	596.88
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	201.00
CHAR EM UNITED WAY	90.00	PRIORITY HEALTH	1,551.66
CHARLEVOIX STATE BANK	990.00	TOTAL	8,689.49

Tax Disbursement – 02/19/2019

CHARLEVOIX COUNTY TREASURER	302,384.32	CHARLEVOIX PUBLIC SCHOOLS	1.70
CHARLEVOIX DISTRICT LIBRARY	84,996.87	CITY OF CHARLEVOIX - MISC	33.47
CHARLEVOIX PUBLIC SCHOOLS	61.47	CITY OF CHARLEVOIX - TAXES DUE	52,166.91
CHARLEVOIX PUBLIC SCHOOLS	6.91	RECREATIONAL AUTHORITY	15,912.09
CHARLEVOIX PUBLIC SCHOOLS	0.43	TOTAL	455,564.17