



AGENDA
CITY OF CHARLEVOIX CITY COUNCIL REGULAR MEETING
Monday, May 20, 2019- 6:00 PM
Council Chambers, 210 State Street, Charlevoix, MI

1. Pledge of Allegiance

2. Roll Call

3. Presentations

- A. Update on Public Service Facility Project
Amanda Porath, PE OHM Advisors
- B. Recreation Department Annual Review
Kent Knorr, Recreation Director

4. Inquiry Regarding Conflicts of Interest

5. Consent Agenda

- A. City Council Meeting Minutes - May 6, 2019
- B. Accounts Payable and Payroll Check Registers
- C. Resolution to Waive Parking Fees for Charlevoix Trout Tournament
- D. Golf Course Memorial Bench Program
- E. Charlevoix Craft Beer Festival
- F. Purchase Dump Truck for \$46,256
- G. 2019 Pavement Marking Project for \$16,766.20
- H. 2019 Tree Planting Project for \$36,960
- I. 2019 Restroom Cleaning Contract
- J. Purchase of Access Mat for Ferry Beach for \$10,636
- K. Water Treatment Plant Rapid Mixer Replacement for \$10,400
- L. EMS Incarceration Policy
- M. EMS Hardship Policy
- N. Revised MERS Health Care Savings Program Participation Agreement - Gerard Doan
- O. City Hall & Public Safety Building Security- Par Plan Risk Reduction Grant Program Application
- P. Paddle Sport Rental Agreement

6. Public Hearings and Actions Requiring Public Hearings

- A. Public Hearing for Re-enacted Floodplain Management Ordinance 804
Mark L. Heydlauff, City Manager
- B. Water Resources Improvement Authority
Scott Howard, City Attorney

7. All Other Actions and Requests

- A. Solar Installation on Future Public Service Facility
Mark L. Heydlauff, City Manager
- B. Ferry Dock Study Steering Committee Appointments
Luther Kurtz, Mayor
- C. Renewal of Ambulance Services Agreement
Mark L. Heydlauff, City Manager
- D. Resolution to Establish the EMS Fund as a Special Revenue Fund
Mark L. Heydlauff, City Manager
- E. Stryker Stretcher Purchase Request for \$64,798.56
Gerard Doan, Chief of Police
- F. 2% Tribal Grant Application- Cardiac Monitors
Gerard Doan, Chief of Police
- G. 2% Tribal Grant Application- Tasers
Gerard Doan, Chief of Police
- H. Ambulance Purchase for \$262,450
Gerard Doan, Chief of Police
- I. Mayoral Appointments
Luther Kurtz, Mayor

8. Reports and Communications

- A. Public Comments
- B. City Manager Comments
- C. Mayor and Council Comments

9. Other Council Business

10. Adjourn

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

CHARLEVOIX CITY COUNCIL

Presentations

TITLE: Update on Public Service Facility Project

DATE: May 20, 2019

PRESENTED BY: Amanda Porath, PE OHM Advisors

BACKGROUND:

Amanda Porath of OHM Advisors will be presenting an update on the design process for our Public Services Facility.

ATTACHMENTS:

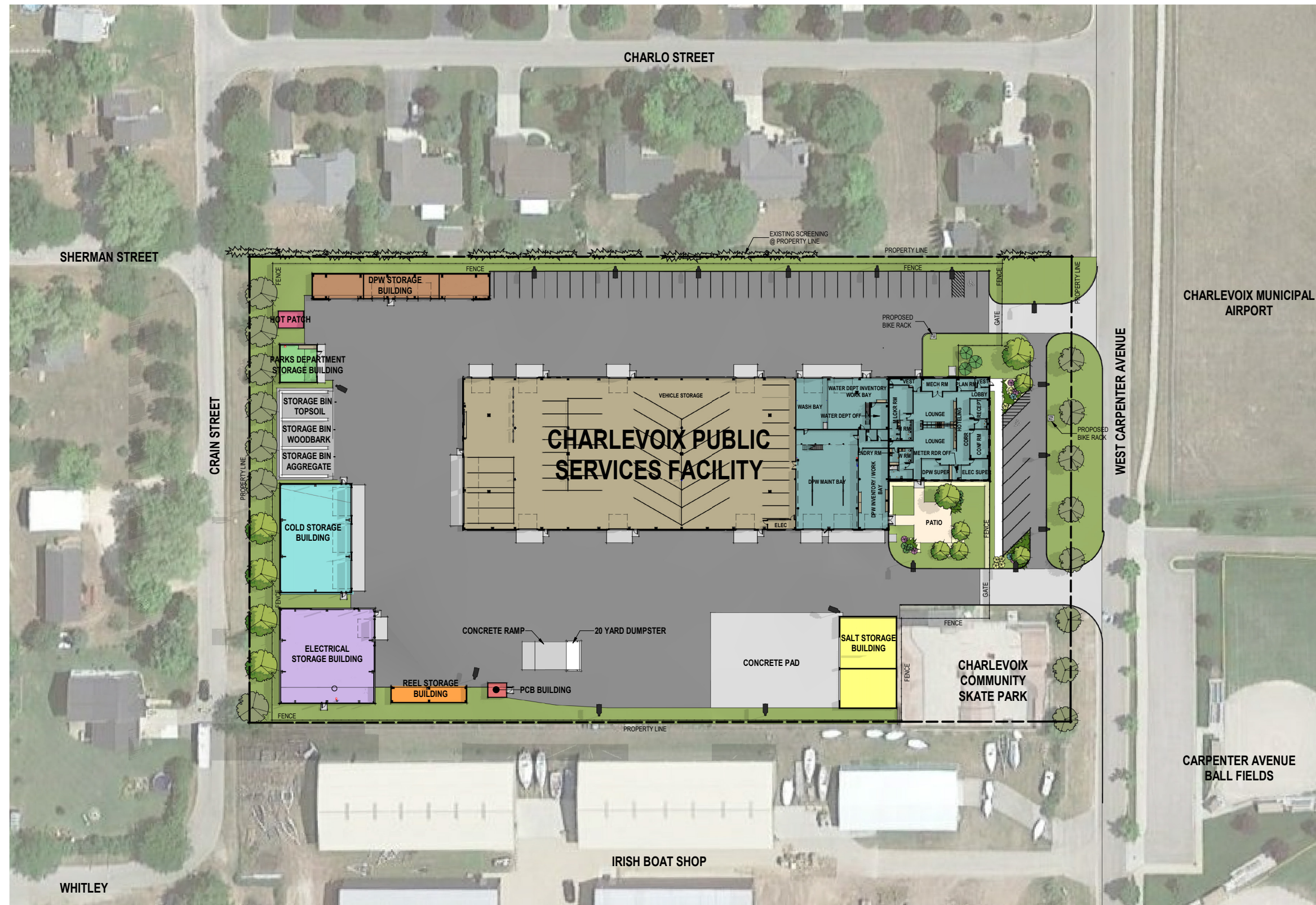
- ▣ Public Service Facility Renderings and Drawings
- ▣ Council Presentation Information
- ▣ Green Initiatives information
- ▣ Facility Efficiency Information



CITY OF CHARLEVOIX
PUBLIC SERVICES FACILITY

CITY COUNCIL MEETING
MAY 20, 2019



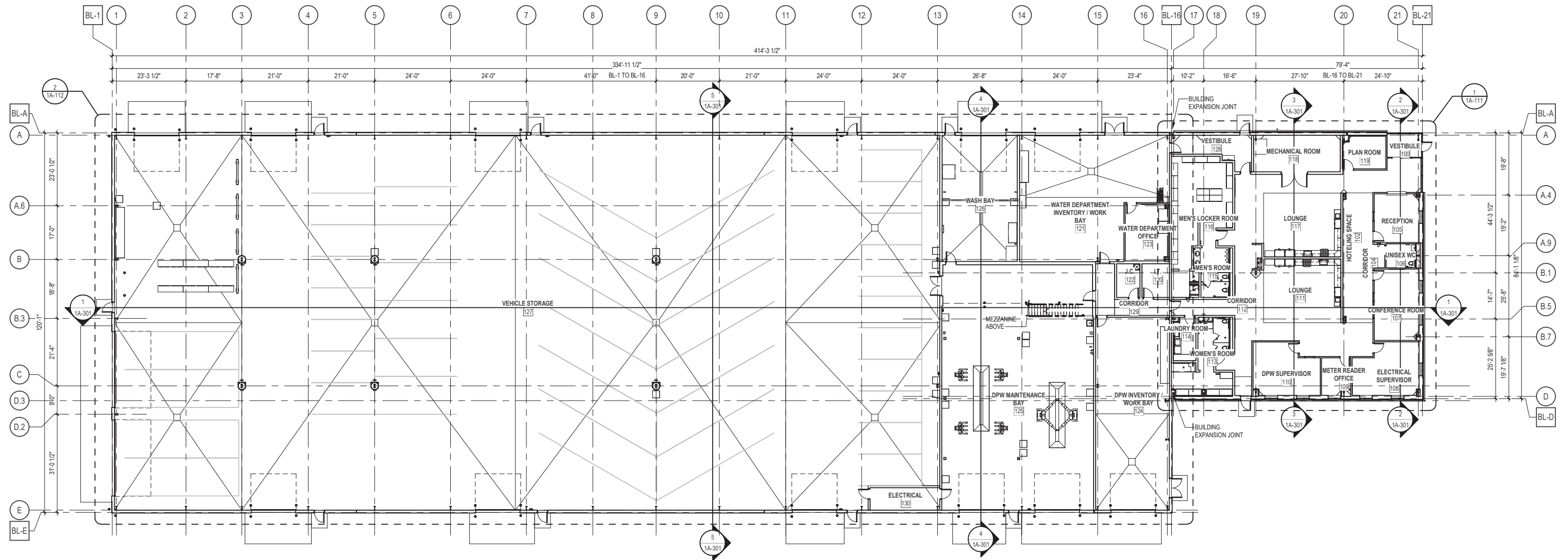


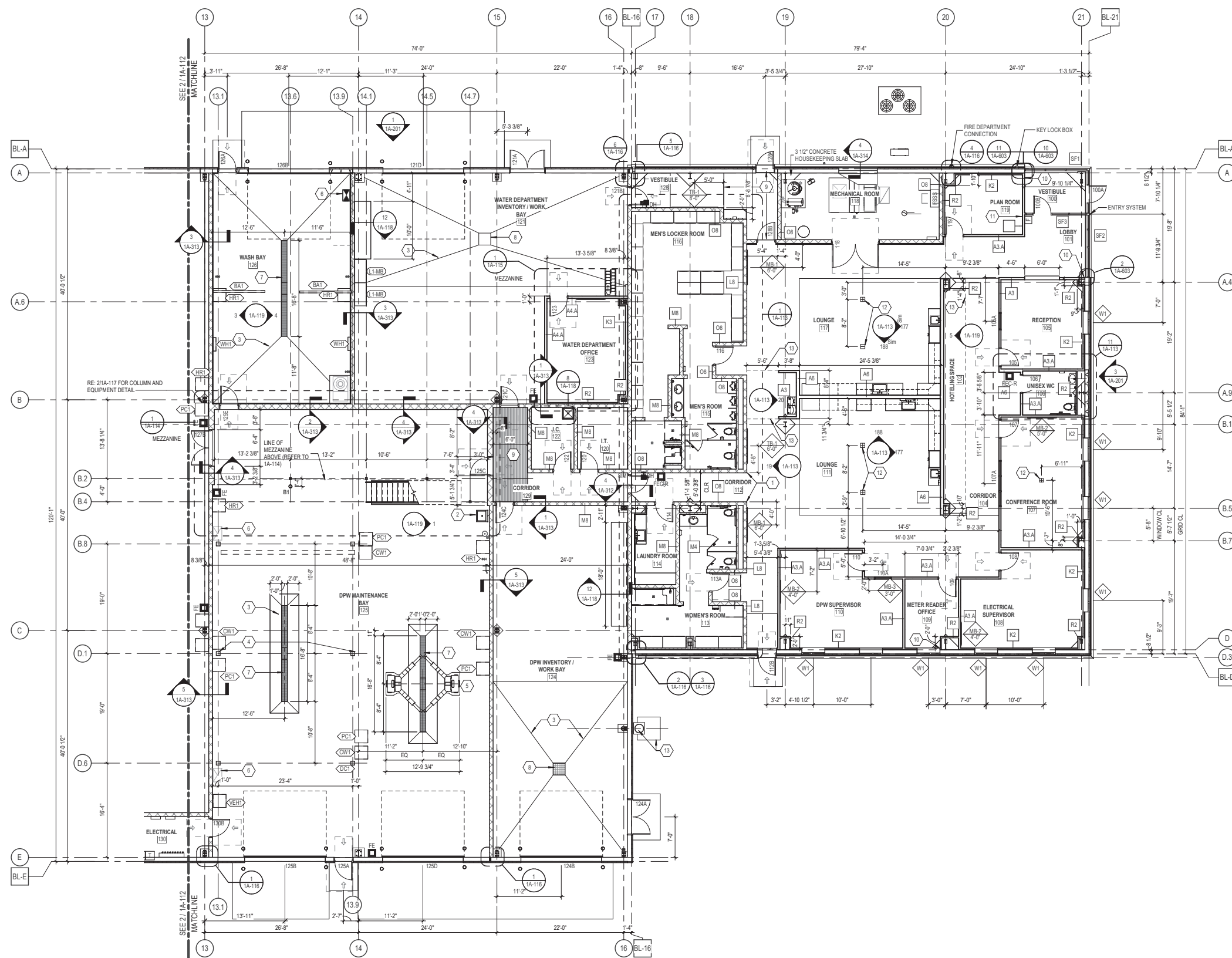
- LEGEND**
- COLD STORAGE BUILDING
 - DPW STORAGE BUILDING
 - ELECTRICAL STORAGE BUILDING
 - HOT PATCH
 - MAIN BUILDING OFFICE
 - MAIN BUILDING VEHICLE STORAGE
 - PARKS DEPARTMENT STORAGE BUILDING
 - PCB BUILDING
 - REEL STORAGE BUILDING
 - SALT STORAGE BUILDING
 - STORAGE BIN - AGGREGATE
 - STORAGE BIN - TOPSOIL
 - STORAGE BIN - WOODBARK
 - SITE LIGHTING FIXTURE (ENLARGED FOR ILLUSTRATION PURPOSES)
 - TREES (PROPOSED)
 - TREES (EXISTING)
 - BUSHES
 - MISCELLANEOUS VEGETATION (PROPOSED)
 - MISCELLANEOUS VEGETATION (EXISTING)
 - CONCRETE

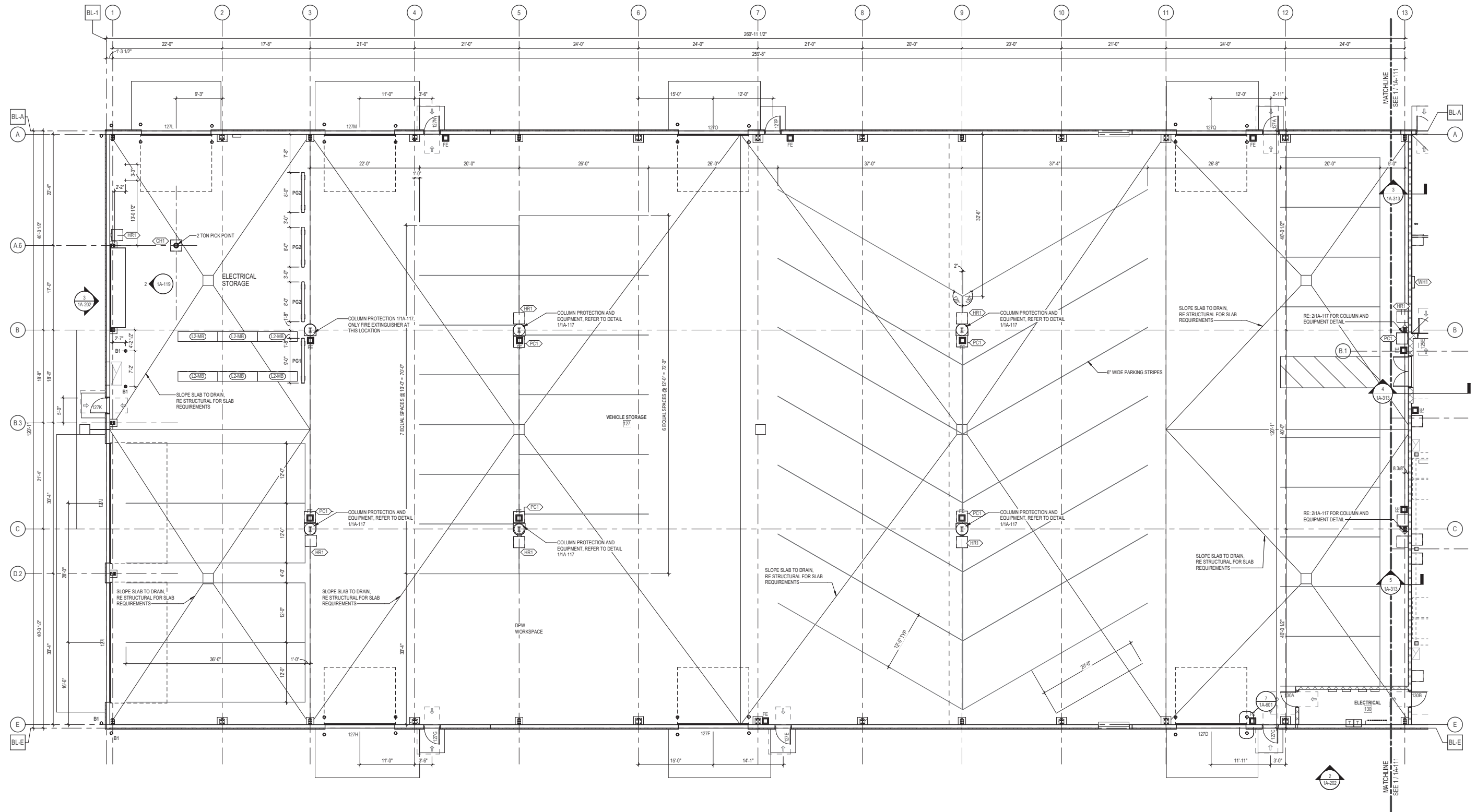
N **SITE PLAN**
1" = 40'-0"



**CITY OF CHARLEVOIX
PUBLIC SERVICES FACILITY
SITE PLAN**



















**Charlevoix Public Services Facility
Agenda for City Council Meeting
May 20, 2019**

Overview Since Last Meeting:

1. Multiple meetings have occurred to review design, progress and respond to questions with Pat, Don and Mark.
2. Toured the existing facilities for operational efficiencies and equipment which will be used at the new proposed building.
3. Met with building official to review code issues and concerns.
4. Met with Jonathan Scheel to review planning and zoning issues and concerns.
5. Selected interior and exterior color for the proposed building design and presented to Pat, Don and Mark for their review.
6. Presented proposed design to property owners within 300 feet of site at Community Meeting in April.
7. Presented proposed design to Planning Commission for any comments or suggestions on May 13, 2019.
8. Met with Pat and Don on May 14, 2019 to review the 95% complete construction documents in order to finalize for bidding in August.

Review Proposed design and color selections:

1. Present renderings to council and respond to questions.

Schedule:

May 14	Final Review with Owner in Charlevoix (completed)
May 20	Attend City Council Meeting to give project status
May 21	Submit for Building permit review/SESC/all governing agencies
June 24-28	Pick-up Building permit review comments
August 5	Issue for Bids
August 5 – 21	Respond to bidding contractors for RFIs
August 30	Bids Due
September 4	Review Bids with City Manager for recommendation
September 16	Contractor selected – Attend City Council Meeting
September 30	Begin Construction.

Note: Needs review with bond attorney for timing of bond purchase

Project Budget:

1. Present budget status to council and respond to questions.

Green Initiatives and Smart Technologies

GOOD FOR OCCUPANTS –



Increased commissioning to provide further verification that systems are operating as designed



Increased ventilation flow rates beyond ASHRAE 62, provides more fresh air



Building automation systems that allow for better monitoring and more zone control



Specification of low-VOC materials for better indoor air quality



Addition of bike rack to encourage zero emission transportation to work



Increase daylighting throughout all spaces (windows & skylights)



Dimmable lighting for user customization



Digital controls to allow for best comfort control

GOOD FOR NEIGHBORS AND THE COMMUNITY –



Usage of as many renewable, recycled and natural materials as available



White roof installation to decrease heat island effect



Increased stormwater retention and filtration



Add parking for green vehicles and future charging stations



Storage and collection of recyclables



Use of fixtures that reduce light pollution



Exterior lights with dusk to dawn feature

GOOD FOR ENERGY SAVINGS –



Usage of low water consumption units



Energy recovery in locker room to capture heat from exhaust air



Instant hot water heaters for eyewash stands



Usage of metered sensor faucets



Install native and drought resistant plantings



LED light fixtures and vacancy sensors



Interior lighting auto-dim to compensate for daylight



Digital scroll compressors to lessen condenser loads



Our success is never just a measure of our ability to meet functional requirements and budgets; but rather our ability to create great spaces for people that are aesthetically appropriate, programmatically flexible, and enduring.



memorandum

Date: May 15, 2019

To: City of Charlevoix

cc:

From: OHM Design Team

Re: Comparison of Existing Public Services Facilities vs. Proposed

Building Mechanical, Plumbing and Electrical Systems:

Currently the City of Charlevoix operates from two distinct areas for public works and the electrical department. These existing facilities are approximately 10,700 SF and 9,500 SF respectively. These existing facilities are heated with the exception of the vehicle storage areas at the public works facility. There are several wall air conditioning units located in offices, but the cooling is very limited in the existing facilities. We assumed a square footage of approximately 700SF for cooling.

The proposed main building facility is 46,970 SF which contains both an office area of 6,735 SF and a vehicle storage area of 40,235. The office area will have both heating and cooling while the vehicle storage will only have heating. In addition to the main building, there are two accessory buildings which will have heat as well. These two accessory buildings will have a total square footage of approximately 6,100 SF which includes the Electrical Storage building and the Parks Storage building.

The proposed facility has 6,700 SF of air-conditioned areas and an increase of 32,870 SF of heated area (including accessory buildings) over the existing facilities. This equates to a 950% increase in cooling area and a 230% increase of heated area over the existing facilities.

Review of the existing utility bills for the Stover and Carpenter facilities indicate a combined yearly energy expenditure of \$20,000. This equates to approximately \$1/SF.

The proposed facility, while incorporating green initiatives, adds significant square footage of heating and cooling space. With this additional square footage, the yearly utility bills will increase over the current utility expenditure.

The proposed facilities utilize green initiatives that elevates the building efficiency above the energy code requirements. As an example, the LED lighting design is on average 65% more efficient than the current energy code requirements. The use of direct fired equipment, variable speed fans and pumps and energy recovery mechanical equipment is 10-15% more efficient than the required code standard.

The incorporation of these initiatives provides a building that is approximately 15-20% more energy efficient than a building of similar size and usage that only meets the code minimum requirements.

Vehicles and Equipment:

The existing facility has limited indoor storage areas for the larger trucks, trailers and equipment. Many of the vehicles and most of the winter attachments, such as plows and spreaders are stored outside near the parking lot areas or in the yard storage.

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At the proposed facility, the majority of the vehicles and equipment will be stored inside the main building or within accessory buildings. This proposed heated building will house the majority of the vehicles. This will alleviate the following during the winter months:

1. The harsh diesel start-ups and the requirement for block heaters overnight.
2. Thickening of fluids – oil, antifreeze, transmission fluid, gear oil and hydraulic oil.
3. Dead batteries.
4. Tire pressures.
5. Salt intrusion and moisture issues which leads to rust.
6. Visibility is clear and ready to go.

At the unheated DPW Storage building, trailers and other equipment will be stored indoors and protected from the elements. General use receptacles are provided for battery tenders for signage trailers and other equipment to maintain their batteries.

A vehicle wash bay has been provided at the main building to try to alleviate the time the road salt and other dirt, grime and pollutants are on the vehicles. The road salt is extremely corrosive and over time it can cause extensive damage to vehicles. By providing this wash bay the salt can be removed weekly extending the life of the vehicle and its components.

At the existing electrical facility, the cable reels of wire are stored outside where moisture and UV light can deteriorate the cable over periods of time. Extended time in the harsh winter months and spring rains can deteriorate the wooded reels which house the cable making movement and use very difficult.

At the proposed facility, a reel storage accessory building has been provided to house the cable reels off the ground and protected from the elements. The cable reels will be placed on a storage reel rack which will hold multiple reels off the ground, protected from the elements, ease inventory of reels and allow easy access for lifting and moving of the reels.

The existing Salt Storage is currently stored outdoors with no covering or protection from the elements. Salt runoff from this location into surface waters or infiltration into ground water are environmental concerns. This is even more critical with the proximity to Lake Charlevoix.

At the proposed facility, all salt will be stored, mixed and loaded on an impervious pad to prevent salt from infiltrating into the subsurface. A concrete pad will be located at the mixing area with a brine catch basin for any drainage from the mixing area. An asphalt pad will be at the salt storage building with containment curbs at both the building and mixing areas to contain the brine or keep other runoff away from this area.

The salt & salt mix will always be covered when it is stored. The benefits of preventing exposure to rain, snow and wind are that it:

- Minimizes salty runoff, thereby minimizing potential contamination and the need for storm water collection and disposal.
- Minimizes air transportation and deposition
- Prevents lumpy salt, which is difficult to load and apply
- Minimizes salt loss which saves money and helps eliminate the need for emergency shipments.

Green Initiatives:

Through the use of sustainable and sustainably sourced materials, reduced consumption of energy and water and lower emissions are the reasoning behind providing these green initiatives with the new facility.



One advantage is the sustainable development comes with life cycle benefits in the form of long-term savings for operations and maintenance, as well as health and productivity benefits for occupants.

Operations and Maintenance

- Water Savings
- Energy savings
- Waste cost savings
- Other maintenance savings

Work, Life and Community

- Health benefits
- Increased productivity
- Lower emission/overall environmental impact

Please refer to the attached Green Initiatives that have been incorporated into the building design.

Operational Efficiencies: (noted by DPW and Electrical Department Directors)

- Interaction between administrative staff and DPW director by being in the same building
- Increased administrative staff time performing tasks vs driving to another location.
- Coordination with the DPW director and the water department staff to get their work orders started for the day.
 - Now the water department staff drive back and forth from Carpenter to Stover to meet with DPW director.
- Maintenance of fleet equipment with the mechanic and all the equipment at one location.
 - Now someone drops off the equipment and then someone has to pick that person up
- Maintenance and upkeep of one facility vs. two
 - Lawn maintenance for example
- Maintaining one computer system
- Coordination between the DPW and Electrical Department

CHARLEVOIX CITY COUNCIL

Presentations

TITLE: Recreation Department Annual Review

DATE: May 20, 2019

PRESENTED BY: Kent Knorr, Recreation Director

BACKGROUND:

The Charlevoix Recreation Department has increased responsibilities, programming, and presence in the community over the last year. Recreation Director Kent Knorr will highlight some of our successes, recognition, partnerships, grants, and innovative programming. We will also highlight some of the exciting new programs for 2019.

ATTACHMENTS:

- ▣ Recreation Presentation

Annual Recreation Department Review and Preview
Kent Knorr, Recreation Director

Exploring Fun In Charlevoix





Charlevoix Recreation The Places

- Ferry Beach Park
- Michigan Beach Park
- Depot Beach Park
- East Park
- Charlevoix Golf Course
- City Marina
- Mount McSaubia Ski Hill and Day Camp
- Elm Street Tennis and Pickle Ball Courts
- Carpenter Street Ball Fields
- Pavilions
- Skate Park
- Rotary Park
- Bike Trails and Routes



Charlevoix Recreation

The Programs and Activities

- Tennis
- Golf
- Walking
- Bird Watching
- Playgrounds
- Snowboarding
- Ice Skating
- Skiing
- Skateboarding BMX
- Scooters
- Day Camp
- Ski School
- Hiking
- Biking
- Pickle Ball
- Fishing
- Swimming
- Boating
- Kayaking
- Venetian Games
- Picnics
- Tee Ball
- Little League
- Flag Football
- Adult Softball
- Adult Volleyball
- So Much More



Charlevoix Recreation The Staff

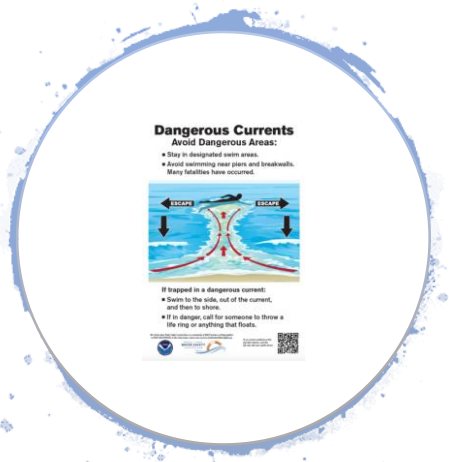




Accomplishments 2018/2019

By The Numbers

- Over 700 Registered Participants
- 9000+ Golfers
- 500+ Skateboarders
- 30+ Tues/Thurs Pickleballers
- 5500+ Boats at the Marina
- Thousands of Beach Goers

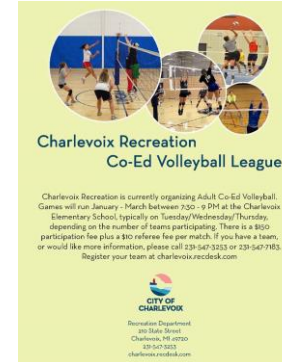
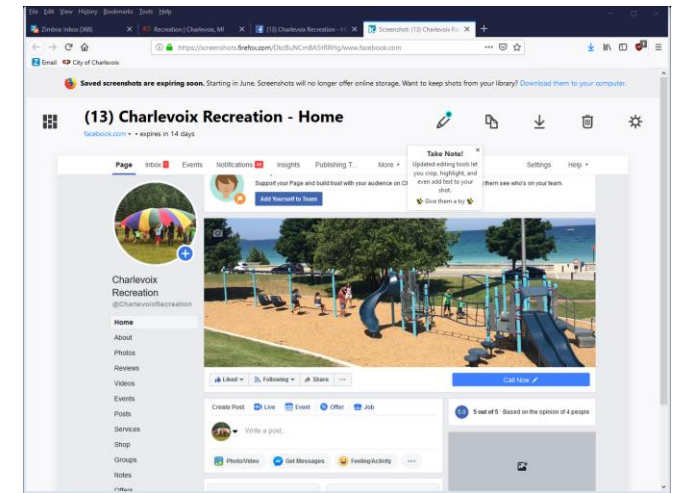


Accomplishments
2018/2019
Installed Water Safety Equipment and
signs at all beaches



Accomplishments 2018/2019

Rebranding Our Marketing and Promotions



PURE MICHIGAN®



Accomplishments 2018/2019

Continued expansion and
development of Bike and
walkability in our community

- Bike Path Improvements
- Bike To Work Day
- Pure Michigan Trail Town





CHARLEVOIX
**FARMERS
MARKET**



Accomplishments 2018/2019

Farmers Market Moves to the
Recreation Department

Beth Anzell is our New Market Manager

Beth Completed Farmers Market
Manager Certification this Winter

30 Plus Vendors Every Thursday 8:00-
1:00 at East Park

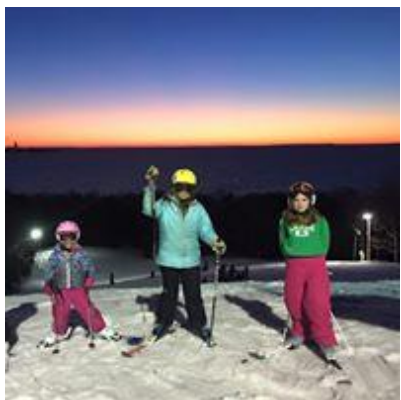


**CHARLEVOIX
RECREATION**



Accomplishments 2018/2019 New and Expanded Winter Programming

- Mt. McSauba Ski School- 203 Participants (2 sessions)
- Ice Skating Rink
- Adult Ski Lessons
- Cont. Partnership with More than Summer
- Mini Mt. McSauba At Shadowfest in East Park
- Friday Night Candlelight Hikes-600 plus visitors (6 nights)

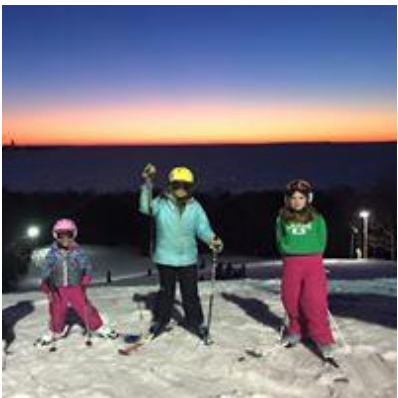




Accomplishments 2018/2019 New and Expanded Winter Programming

- Candle Light Hikes

- 6 Hikes
- 600+ Visitors
- Thanks To Presenting Partner Visit Charlevoix
- Placed 300 Candles for a unique experience



RE MICH



CHARLEVOIX
RECREATION



Accomplishments 2018/2019 Grants and Recognition

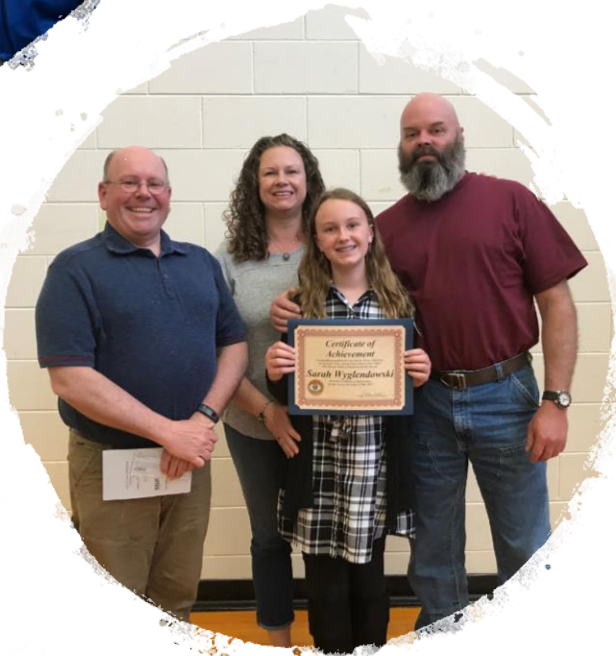
- Pure Michigan Trail Town Selection
- Leadership Charlevoix County
 - Assistance with Ferry Beach Kayak Launch
 - Partnering with Disabilities Network Of Northern Mi
 - \$18,000+ Raised to date
- Receiving 3 Charlevoix County Recreation Millage Grants
 - Wheel Chair
 - Adult Tricycles
 - Access Mat for Ferry Beach
 - Value \$17,000



Accomplishments 2018/2019

A Community That Gives Back

- Scholarship Donations
- Charlevoix Little Libraries
- Volunteers-Coaches, Instructors, Trainers, Program Needs
- 87 Ski School Scholarships/57 Day Camp Scholarships-Valued at \$11,085



CHARLEVOIX
RECREATION



Accomplishments 2018/2019

Increased Senior Programing

- Platinum Golf Program
 - Discounted Golf PLUS Free Lunch
- Silver Spokes Tricycle Program (NEW)
- Pickleball Clinic
- Disc Golf Clinic
- Mobile Game Days-Corn Hole, hula hoops, bocce ball



Golf Course

Golf Director Tom Heid Retired This Year

23 years Experience and Service





Golf Course New Staff



Cheryl Shanahan-New Clubhouse Manager

Brian Livingston-New Golf Course Maintenance Supervisor





Golf Course New Approach

Par Four Approach

- Increase Play and Revenue
 - Membership Push
 - Business Partnerships
 - Creative Programs



Golf Course New Approach

Par Four Approach

- Increase Play and Revenue
 - Membership Push
 - Business Partnerships
 - Creative Programs
- Explore New Revenue Streams
 - Housing



Golf Course New Approach

Par Four Approach

- Increase Play and Revenue
 - Membership Push
 - Business Partnerships
 - Creative Programs
- Explore New Revenue Streams
 - Housing
- Create Additional Recreation Uses on the course
 - Cross Country Skiing
 - Movies
 - Bird Watching
 - Early Morning/Late Evening Walking Paths



Golf Course New Approach

Par Four Approach

- Increase Play and Revenue
 - Membership Push
 - Business Partnerships
 - Creative Programs
- Explore New Revenue Streams
 - Housing
- Create Additional Recreation Uses on the course
 - Cross Country Skiing
 - Movies
 - Bird Watching
 - Early Morning/Late Evening Walking Paths
- Streamline Staffing and reduce expenses
 - Reduced Mowing Areas
 - Creating New Audubon PGA Certified Areas



Golf Course New Approach

Golf Course Open House
Chamber of Commerce After Hours
June 5th
5:00-7:00 PM

History
Games
Snacks
Explore Volunteer Opportunities



2019/2020 Preview

- Grants in the pipeline
 - Michigan DNR Passport Grant
 - Trail and Park Improvements At Michigan Beach Park
 - Oleson Foundation Grant
 - Access Mats For Michigan Beach and Depot Beach



2019/2020 Preview

Continued Increase In Senior Programs

- Walking Club
- Bike Outings
- Volunteer Opportunities
- Silver Spokes
- Platinum Golf
- Pickleball Clinics



CHARLEVOIX
COUNTY



2019/2020 Preview

Family Campout at Mt.
McSauba

June 14

August 2





2019/2020 Preview

Healthy Parks Programs

- Parks RX-Develop a partnership with doctors and hospital to prescribe recreation programs and activities
- Walk a Hound, Lose a Pound
- Community walking, hiking, and biking programs
- Pop Up Hammocks



2019/2020 Preview

Adult Co-Ed Kickball League

August and September 2019



2019/2020 Preview

Adult Dodgeball Program Fall/Winter





2019/2020 Preview



Movies at the Mount and the Muni
Mt McSauba and Golf Course
August 2019



2019/2020 Preview

September 2020 will be renamed:

Gnomevember 2020

Mt. McSauba Trails





Expanding Presence

Increased Role in The Venetian Games

Title Sponsor

Registration for:

Basketball

Soccer

Beach Volleyball

Tennis

Pickleball

Assistance to Sport Managers



Expanding Presence

Continued and new partnerships with:

Little League

Visit Charlevoix

Charlevoix County Commission on Aging

Charlevoix Library

Rotary Club

Lions Club

Kiwanis Club

Zonta

Mainstreet DDA

Chamber of Commerce



Charlevoix Recreation Advisory Committee

Meeting 6:00 PM
Second Wednesday
April, June, September, and
December

Members:

- Steve Seely, Chair
- Brenda Bryan
- Abigail Cunningham (student)
- Roger Gowell (Township)
- Scott Kelly (Township)
- Sarah Matye
- Jennifer Fruk (Township)
- Jennifer Vollmer

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Council Meeting Minutes - May 6, 2019

DATE: May 20, 2019

RECOMMENDATION:

Motion to approve City Council minutes.

ATTACHMENTS:

- ▣ Draft Council Minutes

CITY OF CHARLEVOIX
DRAFT REGULAR CITY COUNCIL MEETING MINUTES
Monday, May 6, 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

3. Presentations

A. The State of Housing in Northwest Michigan

Sarah Lucas, Housing North, works full-time to close the housing gap in our region. She discussed trends in the region and solutions we might consider to ensure there is availability of affordable, market-rate housing across our community. Mayor Kurtz opened the item to the public and three members of the public spoke.

4. Inquiry Regarding Conflicts of Interest

Hagen disclosed that he would recuse himself from Consent Agenda Item C and only vote on Items A, B, and D. The Mayor disclosed that his father is on the board at BIBCo and he had an interest at the Airport, so he will recuse himself for Items 7.E and 7.F.

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 – April 15, 2019
- B. Accounts Payable and Payroll Check Registers
 - a. Special Accounts Payable Check Register – April 18, 2019
 - b. Regular Accounts Payable Check Register – May 7, 2019
 - c. ACH Payments – April 15, 2019 to May 3, 2019
 - d. Payroll Check Register – April 18, 2019
 - e. Payroll Transmittal – April 18, 2019
 - f. Payroll Check Register – May 3, 2019
 - g. Payroll Transmittal – May 3, 2019
 - h. Tax Disbursement – May 7, 2019
- C. Top of Michigan Community Marathon/Round Lake Music Festival – approve alcohol in Bridge Park
- D. Golf Course Non-Resident Season Pass Price Adjustment – approve Resolution 2019-05-03

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-05-03
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 removes the Non-Resident Fee for Season Passes at the Golf Course, effective May 6, 2019:*

RESOLVED, *this 6th day of May, 2019 A.D.*

Resolution adopted by the following yea and nay votes:

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

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

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

Nays: None

6. Public Hearings & Actions Requiring Public Hearings

A. Emergency Floodplain Management Ordinance 803

Zoning Administrator Scheel stated that the National Flood Insurance Program (NFIP) is a Federal program to mitigate future flood losses. Participation in the NFIP is based on an agreement between local communities and the Federal government that states if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas, the Federal Government will make flood insurance available. FEMA required that we adopt flood plain management regulations by May 16, 2019 including an ordinance, a participation resolution, and an intergovernmental agreement resolution with Charlevoix County.

City Manager Heydlauff stated that Section 5.4 Ordinances - Emergency of the City Charter is being invoked for Ordinance 803. The Federal Government is requiring immediate adoption of the ordinance, which is an important matter of public health (floods and flood storage) affecting property within the City. An emergency ordinance takes immediate effect. However, every emergency ordinance is automatically repealed on the sixty-first (61st) day after its enactment, unless re-enacted pursuant to Section 5.3 of the Charter.

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

Motion by Kalbfell, second by Perron, to adopt an emergency floodplain management Ordinance No. 803.

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

Nays: None

Absent: None

ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

Community Name: City of Charlevoix, County: Charlevoix

Ordinance Number 803 of 2019

An ordinance to designate an enforcing agency to discharge the responsibility of the City of Charlevoix located in Charlevoix County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The City of Charlevoix ordains:

Section 1. EMERGENCY ORDINANCE. *The Federal Government is requiring immediate adoption of said ordinance which is an important matter of public health (floods and flood storage) affecting property within the City of Charlevoix.*

Section 2. AGENCY DESIGNATED. *Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Department of Building Safety of the county of Charlevoix is hereby designated as the enforcing agency to discharge the responsibility of the City of Charlevoix under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The county of Charlevoix assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.*

Section 3. CODE APPENDIX ENFORCED. *Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.*

Section 4. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. *The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Charlevoix County Michigan (All Jurisdictions)" and dated May 16, 2019 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26029C0320C, 26029C0330C, 26029C0340C, 26029C0310C, 26029CIND1A and 26029CIND2A dated May 16, 2019 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.*

Section 5. REPEALS. *All ordinances inconsistent with the provisions of this ordinance are hereby repealed.*

Section 6. PUBLICATION. *This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.*

Adopted this 6th day of May, 2019.

This ordinance duly adopted on May 6, 2019 at a regular meeting of the City of Charlevoix City Council and takes immediate effect.

B. Set Public Hearing for Re-enacted Floodplain Management Ordinance 804

City Manager Heydlauff state that Section 5.4 Ordinances - Emergency of the City Charter was invoked to adopt Ordinance 803 immediately in order to be compliant with the federal government's requirements. However, every emergency ordinance is

automatically repealed on the sixty-first (61st) day after its enactment, unless re-enacted pursuant to Section 5.3 of the Charter. Setting and noticing the public hearing for the re-enacted floodplain management Ordinance No. 804 is the next step.

Motion by Perron, second by Cole, to set a public hearing to consider Ordinance No. 804 for Monday, May 20, 2019 at 6:00pm in Council Chambers.

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

Nays: None

ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

Community Name: City of Charlevoix, County: Charlevoix

Ordinance Number 804 of 2019

An ordinance to designate an enforcing agency to discharge the responsibility of the City of Charlevoix located in Charlevoix County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The City of Charlevoix ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Department of Building Safety of the county of Charlevoix is hereby designated as the enforcing agency to discharge the responsibility of the City of Charlevoix under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The county of Charlevoix assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Charlevoix County Michigan (All Jurisdictions)" and dated May 16, 2019 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26029C0320C, 26029C0330C, 26029C0340C, 26029C0310C, 26029CIND1A and 26029CIND2A dated May 16, 2019 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this 20th day of May, 2019.

This ordinance duly adopted on May 20, 2019 at a regular meeting of the City of Charlevoix City Council and will become effective June 19, 2019.

7. All Other Actions & Requests

A. Ferry Dock Planning Study and Input Process

Greg Weykamp, Edgewater Resources, explained that to better assess the BIBCo dock location, Edgewater will convene stakeholders throughout the community and also review data on permitting conditions, environmental considerations, and related facts. Through this process, Edgewater can help Council develop a consensus plan for whether BIBCo should move and how to make their location as best as possible for their operations and other users. BIBCo will share in the cost of the study.

Mayor Kurtz opened the item to public comment.

- Buck Stout felt Council should study other areas
- Laura Stout questioned the cost of the study

The item was closed to the public.

Council agreed to appoint a representative from BIBCo, Council member Bryan, and Shay Arnold (Boatworks of Charlevoix) to a 5-7 person Steering Committee.

Motion by Kalbfell, second by Cole, to approve the proposal from Edgewater Resources to study shore-area plans in the Ferry District and the Marina District for a sum of \$28,800.

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

Nays: None

Motion by Cole, second by Hagen, to approve a representative from BIBCo, Council member Bryan, and Shay Arnold as members of the steering committee [with another 2-4 members to be selected at the next meeting.]

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

Nays: None

B. Housing Alongside the Golf Course

Mayor Kurtz recalled that Council questioned ways to improve the financial condition of the Golf Course. In addition, he noted that there is a need for work-force housing in Charlevoix. By linking the land on the periphery of the golf course to the construction of small homes by the Charlevoix High School building trades program, it is possible to see homes developed for under \$100 per square foot. He noted that this concept provides valuable, real-world experience for our local students in the skilled trades.

City Manager Heydlauff stated that an eighteen-hole golf course was deeded to the City by the Charlevoix Golf Association in the 1930s. In the middle of the 20th century, half of the course was developed into the Industrial Park. There is a provision in the course deed that the land be used for park land. The Chicago Club who had some connection to the Charlevoix Golf Association had no objection to the project.

Mayor Kurtz opened the item to public comment.

- Boogie Carlson explained the construction technology class at the high school and the proposed project
- Sarah Lucas provided positive comments regarding this innovative idea
- Jodi Laurent suggested looking at the adjacent blighted property
- Georgia Dixon was not in favor
- Maureen LeBlanc was in favor
- Eric Kammermann cautioned density factors
- Leilani Durban was in favor
- Gene Dixon suggested finding another use for the course
- Buck Stout felt the course was an asset to the City

The item was closed to the public.

Motion by Kalbfell, second by Cole, to direct the City Manager to develop one or more requests for qualifications of qualified firms or organizations to study the prospect of creating housing around the Charlevoix Golf Course.

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

Nays: None

C. MPPA Solar Energy Project

Electric Superintendent Swem stated that the City has looked at the possibility of investing in some form of solar energy project. Newly passed state legislation mandates 15% renewables by 2021 and 35% by 2025. He stated that the City needs to add to its present portfolio to meet these future goals. The Michigan Public Power Agency (MPPA) has identified a new solar electric generation facility Assembly Solar, LLC, located in Shiawassee County, Michigan. MPPA will enter into a Purchase Power Commitment with Assembly Solar and the City will contract with MPPA to get its share of the energy (4.06%.)

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

Motion by Oleksy, second by Hagen, to approve the MPPA Energy Services Project Transaction Agreement as presented.

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

Nays: None

D. Solar Installation on Future Public Service Facility

Electric Superintendent Swem stated with planning for our new Public Service Facility, we have an option to install some solar roof panels. The proposal from OHM Advisors would add \$19,000 in design costs to modify the roof structure and plan for the potential installation of solar panels. They estimate the panels and installation would add roughly \$80,000 to the construction of the project. It would be possible to design the buildings for solar and not install until a later date as well.

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

Motion by Perron, second by Bryan, to table the decision on solar installation on the Public Service Facility building.

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

Nays: None

E. Hangar Lease Language Revision

The Mayor recused himself. City Manager Heydlauff recalled that a couple of years ago, Council approved hangar lease language providing for the leasing of land to construct hangars rather than the past method of leasing the hangars themselves. With the change in the zoning approval process, Council no longer needs to review the plans for potential hangars. Our consultant, the Federal Aviation Administration, and MDOT all weighed-in on this process and Staff recommended final plan approval be vested with the Airport Manager rather than City Council.

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

Motion by Hagen, second by Oleksy, to approve the Hangar Lease language as presented.

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

Nays: None

F. Island Airways Terminal Lease Renewal

City Manager Heydlauff stated that McPhillips Flying Service, Inc. (dba Island Airways) has operated from the Charlevoix Municipal Airport for more than 70 years. The five-year lease reflects updated schedules of insurance and indemnification agreements approved by the City and streamlines language on parking. It also contemplates improvements the City may wish to undertake affecting the operation of the business.

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

Motion by Bryan, second by Oleksy, to approve the Terminal Building Office Area Lease with McPhillips Flying Service and authorize the Mayor and City Clerk to execute the document.

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

Nays: None

G. Floodplain Management Resolutions

The Mayor rejoined the meeting. City Manager Heydlauff stated that Resolution 2019-05-01 reaffirms the City's commitment to participate in the National Flood Insurance Program and Resolution 2019-05-02 formalizes the agreement with Charlevoix County's Building Safety Department to continue to be the enforcing agency using existing provisions in the state construction codes.

Mayor Kurtz opened the item to public comment.

- Bob Timms questioned who was going to get flooded

The item was closed.

Motion by Cole, second by Kalbfell, to approve Resolutions 2019-05-01 and 2019-05-02 to manage floodplain development.

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

Nays: None

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-05-01
MICHIGAN COMMUNITY RESOLUTION TO MANAGE FLOODPLAIN DEVELOPMENT
FOR THE NATIONAL FLOOD INSURANCE PROGRAM

WHEREAS, the community of City of Charlevoix in Charlevoix County currently participates in the Federal Emergency Management Agency's (FEMAs) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, and reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community, and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
 - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance), and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act", Act No. 230 of the Public Acts of 1972, as amended (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and its Appendices (specifically Appendix G)] and the Michigan Rehabilitation Code for Existing Buildings contains

floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas, as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by the action dates of this document or an existing historical ordinance adoption action dated May 6, 2019, the community affirms/accepted the responsibility to administer, apply, and enforce the provisions of the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, to all construction within its community boundaries, and

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. The community directs its construction code act designated enforcing agency, Charlevoix County Department of Building Safety, to administer, apply, and enforce the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area and areas with potential flooding.
 - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, the construction code act enforcing agent shall implement the following applicable codes according to their terms:
 - i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; providing information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintaining floodproofing and lowest floor construction records, cooperating with other officials, agencies, and persons for floodplain management.
 - f. Advising FEMA of any changes in community boundaries, including appropriate maps.
 - g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevations to which structures have been floodproofed.
2. The community assures the Federal Insurance Administrator (Administrator) that it intends to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to continue to participate in the program.
3. The community further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

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

**MICHIGAN COMMUNITY RESOLUTION AND INTERGOVERNMENTAL AGREEMENT TO
MANAGE FLOODPLAIN DEVELOPMENT FOR THE NATIONAL FLOOD INSURANCE PROGRAM**

Community A (NFIP community): City of Charlevoix Community B (enforcing agency): Charlevoix County

WHEREAS, Community A currently participates in the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community; and

WHEREAS, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
 - a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
 - b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an

unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.

2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the areas of flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

WHEREAS, the Stille-Derossett-Hale Single State Construction Code Act", Act No. 230 of the Public Acts of 1972, as amended, (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code [and its Appendices (specifically Appendix G)] contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

WHEREAS, by the action dates of this document or an existing historical agreement dated May 6, 2019, Community/Entity B affirms/agrees on behalf of Community A to function as the designated enforcing agency to discharge the responsibility of administering, applying, and enforcing the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, and the Michigan Rehabilitation Code for Existing Buildings to all development within Community A's political boundaries, and

WHEREAS, Community A and Community/Entity B enforce floodplain regulations of the construction code act, and Community A wishes to ensure that the administration of that code complies with requirements of the NFIP, and

NOW THEREFORE, to maintain eligibility and continued participation in the NFIP,

1. Community A and Community/Entity B agree that Community/Entity B's officially designated enforcing agency for the construction code act, Charlevoix County Department of Building Safety, be directed to administer, apply, and enforce on Community A's behalf the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations, by:
 - a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area, and areas with potential flooding, and
 - b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, and
 - c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, Community/Entity B shall implement the following applicable codes according to their terms:
 - i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.
 - ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.
 - iii) Appendix G of the current Michigan Building Code.
 - iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.
 - d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.
 - e. Assisting in the delineation of flood hazard areas; provide information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintain flood proofing and lowest floor construction records, and cooperate with other officials, agencies, and persons for floodplain management.
 - f. Advising FEMA of any changes in community boundaries, including appropriate maps, and
 - g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevation to which structures have been floodproofed.
2. Community A and Community/Entity B assure the Federal Insurance Administrator (Administrator) that they intend to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to assure Community A's compliant participation in the program.

3. Community A further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

FURTHER BE IT RESOLVED, both communities declare their understanding that, until this resolution is rescinded or Community A makes other provision to enforce the construction code act:

1. Community/Entity B must administer and enforce the construction code act in accordance with the terms and the conditions contained herein, and
2. For Community A to continue its participation in the NFIP, the construction code act must be administered and enforced according to the conditions contained herein.

8. Reports & Communications

A. Public Comments

- Leilani Durbin discussed the rental unit market
- Gene Dixon was in favor of vacation rentals
- Boogie Carlson thanked Council for their dedication to the City and supported young people's involvement

B. City Manager Comments

- Complimented the condition of the golf course and the new highway crossing
- EMS contract renewal discussion with the townships is underway
- Named as a Pure Michigan Trail Town
- May 17 Bike to Work day

C. Mayor & Council Comments

- Kalbfell attended a seminar on active assailant training
- Cole thanked the City Manager for handling the bridge issue
- Oleksy expressed concerned over the poor reliability of the bridge
- Hagen agreed with Cole and also complimented the golf course
- Mayor agreed with Hagen and Oleksy

9. Other Council Business

Mayor Kurtz recalled that one unknown reserved space in the Acacia lot was removed at Council's April 15th meeting. Since that time it was discovered that Sunshine Charters uses that space. Due to a timing issue, Sunshine Charters was not given the opportunity to purchase a parking space. In fairness, the Mayor suggested that they be allowed to purchase a reserved parking space for this year only. Council generally agreed.

Motion by Hagen, second by Cole, to offer Sunshine Charters the ability to buy a parking space in the Acacia lot [for \$1,000.]

Yeas: Perron, Hagen, Oleksy, Cole, Bryan

Nays: Kalbfell

10. Adjourn

The Mayor adjourned the meeting at 8:37 p.m.

Joyce M. Golding

City Clerk

Luther Kurtz

Mayor

Special Accounts Payable – 04/18/2019

AT&T	4,349.18	PRIORITY HEALTH	43,581.58
CHARLEVOIX STATE BANK	10,351.07	STANDARD INSURANCE CO	2,596.62
DELTA DENTAL	3,578.44	VERIZON WIRELESS	113.44
GREAT LAKES ENERGY	299.61	VISION SERVICE PLAN	565.15
HOLIDAY COMPANIES	7,302.64		
METLIFE SMALL BUSINESS CENTER	404.23	TOTAL	73,141.96

Regular Accounts Payable – 05/07/2019

AIRGAS USA LLC	70.51	AT&T MOBILITY	88.83
ALL-PHASE ELECTRIC SUPPLY CO.	184.59	AVFUEL CORPORATION	2,516.70
ALTEC INDUSTRIES INC	557.66	B & L SOUND INC	135.96
AMERICAN TOTAL SECURITY INC	962.94	BANDIT INDUSTRIES INC	1,602.07
AMERICAN WASTE INC.	46.76	BRADFORD'S	95.95
ANDERSON, ELIZABETH A.	50.00	CAROLINA GSE	834.73
ANZELL, BETH A.	50.00	CDW GOVERNMENT INC.	558.91
APX INC.	83.58	CHARLEVOIX AREA CHAMBER OF COMM	10,010.00
ART OF ELLAIR	285.00	CHARLEVOIX COMMUNITY SHOPPER	189.00

CHARLEVOIX TOWNSHIP	15.86	LEGENDS AUTO GLASS	295.00
CHARTER COMMUNICATIONS	918.99	LIVINGSTON, BRIAN D.	50.00
CHEMICAL SYSTEMS INC.	3,480.00	MAYER, SHELLEY L.	50.00
CINTAS	45.21	McGINN, KELLY A.	64.00
CINTAS CORPORATION	82.85	MCMULLEN, DONALD R.	183.86
CIVIC SYSTEMS	4,141.05	MICHIGAN WATER ENV ASSOC	210.00
CLOCK, JUDY	50.00	MILLER, WILLIAM S.	50.00
DEKORNE, ELIZABETH A.	30.00	MSA SAFETY SALES LLC	627.10
DeROSIA, PATRICIA E.	50.00	MUNSON HEALTHCARE CHX HOSPITAL	661.34
DOAN, GERARD P.	50.00	MUTT MITT	933.83
DORAN, JUSTIN J.	133.44	NORTH CENTRAL MICHIGAN COLLEGE	1,845.00
DOTSON, LINDSEY J.	238.62	NORTHERN CREDIT BUREAU	426.50
EJ USA INC.	3,063.18	NORTHERN MICHIGAN HARDWOODS	2,205.00
ELLIOTT, PATRICK M.	50.00	OLSON BZDOK & HOWARD	5,729.30
ELLSWORTH FARMER'S EXCHANGE	36.00	PAUL'S METER TESTING LLC	1,560.20
EMBROIDME	432.00	PHYSICIAN'S CLINIC OF CHARLEVOIX	116.00
EMERGENCY MEDICAL PRODUCTS INC	367.23	PHYSIO-CONTROL INC.	417.84
ENGLISH, TIMOTHY	30.71	PLUNKETT & COONEY	320.00
EYES ONLY MEDIA LLC	3,240.00	POLLARDWATER	533.73
E-Z-GO A TEXTRON COMPANY	480.46	POWER LINE SUPPLY	866.35
FASTENAL COMPANY	95.53	PRO WEB MARKETING LLC	20.00
FICK & SONS DIESEL GARAGE	1,127.50	PRODUCTIVITY PLUS ACCOUNT	226.45
FLORE, ROB	132.00	PURITY CYLINDER GASES INC	190.22
FOREMOST MEDICAL EQUIPMENT	320.40	QUICK CARE MEDICAL CENTER	60.00
FOX CHARLEVOIX FORD	177.12	RANGE TELECOMMUNICATIONS	30.00
GINOP SALES INC	69.82	REVOLUTION BIKE LLC	327.54
GODWIN, BARBARA	50.00	ROTARY CLUB OF CHARLEVOIX	37.50
GOLDING, JOYCE M.	50.00	S&W HEALTHCARE CORPORATION	197.29
GREENVIEW DATA INC	47.00	SILVA, JESSE L.A.	50.00
HACH COMPANY	10,828.00	SITE ONE LANDSCAPE SUPPLY	293.33
HAGGARD'S INC	19,305.01	SPARTAN STORES LLC	10.56
HANKINS, SCOTT A.	50.00	STANDARD ELECTRIC CO	73.00
HARBOR INDUSTRIES INC.	915.00	STATE OF MICHIGAN	567.51
HERZOG ELECTRIC	490.75	STRICKER'S OUTDOOR POWER EQUIP	10,444.80
HEYDLAUFF, MARK L.	50.00	SWEM, DONALD L.	50.00
HOOPER, PETER	50.00	TELEDYNE INSTRUMENTS INC	532.00
HYDRO CORP	595.00	TOP LINE	3,826.58
INLAND SEAS EDUCATION ASSOCIATION	575.00	TRUCK & TRAILER SPECIALTIES	4,268.52
JACK DOHENY SUPPLIES INC	5,471.47	UNIFIRST CORPORATION	1,050.61
JACKLIN STEEL SUPPLY CO	77.85	USA BLUE BOOK	562.06
JOHN E. GREEN COMPANY	197.07	VILLAGE GRAPHICS INC.	436.90
KENDALL ELECTRIC INC.	98.57	VORCE, GLORIA	79.92
KIWANIS CLUB OF CHARLEVOIX	40.00	WHEELER, MICHAEL	26.69
KLOOSTER, ALIDA K.	50.00	WORK & PLAY SHOP	1,106.66
KLOOSTER, PATRICK H.	50.00	WURST, RANDALL W.	50.00
KNORR, KENT J.	50.00	WYMAN, MATTHEW A.	50.00
KSS ENTERPRISES	1,466.90		
LAMAR COMPANIES	750.00	TOTAL	120,201.97
LAVENDER, JOSEPH E.	50.00		

ACH Payments – 04/15/2019 to 05/03/2019

MI PUBLIC POWER AGENCY	36,696.55	MI PUBLIC POWER AGENCY	21,178.78
IRS (PAYROLL TAX DEPOSIT)	35,485.48	IRS (PAYROLL TAX DEPOSIT)	38,995.72
ALERUS FINANCIAL (HCSP)	300.00	ALERUS FINANCIAL (HCSP)	300.00
STATE OF MI (WITHHOLDING TAX)	5,340.19	STATE OF MI (WITHHOLDING TAX)	5,811.16
VANTAGEPOINT (401 ICMA PLAN)	802.64	VANTAGEPOINT (401 ICMA PLAN)	802.64
VANTAGEPOINT (457 ICMA PLAN)	18,856.32	VANTAGEPOINT (457 ICMA PLAN)	18,972.55
VANTAGEPOINT (ROTH IRA)	955.76	VANTAGEPOINT (ROTH IRA)	955.76
MERS (DEFINED BENEFIT PLAN)	48,315.59		
MI PUBLIC POWER AGENCY	16,199.62	TOTAL	449,032.29
MI PUBLIC POWER AGENCY	199,063.53		

Payroll Net Pay – Pay Period Ending 04/13/2019 (Paid 04/18/2019)

HEYDLAUFF, MARK L.	2,557.16	SCHLAPPI, JAMES L.	1,084.84
GOLDING, JOYCE M.	1,836.29	UMULIS, MATTHEW T.	1,309.27
DEROSIA, PATRICIA E.	1,162.16	HANKINS, SCOTT A.	1,643.15
DOTSON, LINDSEY J.	1,388.96	ORBAN, BARBARA K.	1,133.91
KLOOSTER, ALIDA K.	1,735.88	WILLIAMS, ASHLEY M.	1,498.63
GOLOVICH, KAREN J.	996.81	FLICKEMA, ANDREW M.	1,373.43
BARNEVELD, RICHELLE L.	1,175.47	RILEY, DENISE M.	473.05
SPENCLEY, PATRICIA L.	1,407.47	MATELSKI, KRISTEN L.	1,329.54
McGINN, KELLY A.	2,045.01	WURST, RANDALL W.	1,705.10
LAVENDER, JOSEPH E.	1,693.05	MAYER, SHELLEY L.	1,455.48
SCHULMAN, BLAKE B.	765.78	HILLING, NICHOLAS A.	1,531.72
DOAN, GERARD P.	2,079.16	MEIER III, CHARLES A.	1,161.54

ZACHARIAS, STEVEN B.	1,298.12	PRIOR, ERIN C.	906.54
NEWMAN, MARK J.	854.76	CERTA, BRIAN	569.20
SWEM, DONALD L.	1,985.61	MCMULLEN, DONALD R.	1,849.03
EATON, BRAD A.	1,823.15	SILVA, JESSE L.A.	1,407.88
WILSON, TIMOTHY J.	2,200.06	WILLSON, BRENDA R.	941.67
LAVOIE, RICHARD L.	1,755.23	BEAN, PETER J.	1,350.13
STEVENS, BRANDON C.	2,028.58	RILEY, REBECCA J.	2,024.66
DRAVES, MARTIN J.	2,011.43	STEVENS, JEFFREY W.	416.41
ANDERSON, ELIZABETH A.	1,210.74	RILEY, CASEY W.	540.92
KENWABIKISE, DAVID L.	1,099.66	JONES, LARRY M.	774.86
ELLIOTT, PATRICK M.	2,332.83	FLORE, ROBERT A.	574.04
SCHWARTZFISHER, JOSEPH L.	1,139.45	MATZ, EMILY S.	574.44
BRADLEY, KELLY R.	1,533.44	STEPHENS, LYON G.	774.91
HART II, DELBERT W.	1,213.36	TRAVERS, MANUEL J.	13.21
JONES, ROBERT F.	1,262.91	MOYER, DAVID T.	317.16
DORAN, JUSTIN J.	1,269.34	RILEY, DANIEL A.	530.63
FARRELL, MITCHELL L.	1,353.38	WHEELER, MICHAEL W.	1,385.70
THORP JR, WILLIAM D.	1,512.22	PEARSALL, KRISTA M.	180.78
LEITNER, RYAN S.	1,234.52	DRAKE, WILLIAM F.	1,517.40
FREY, DYLAN V.	264.73	JOHNSON, MELISSA A.	533.89
HART III, DELBERT W.	438.13	AZZOPARDI, ANTHONY J.	1,158.04
MCGHEE, ROBERT R.	1,065.53	DEKORNE, ELIZABETH A.	212.99
FERGUSON, ROYCE L.	512.80	VOUSBOUKIS, AUTUMN M.	693.85
ROSENTHAL, GABRIEL M.	498.75	MCCRANEY, RUSSELL R.	37.43
KNORR, KENT J.	1,917.26	MATHERS, AMANDA L.	1,017.40
ANZELL, BETH A.	975.17	MATHERS, BENJAMIN H.	326.90
MILAN, JANE E.	90.39	PORTMAN, BROOKE A.	333.26
SHANAHAN, CHERYL J.	317.31	WHITLEY, ANDREW T.	1,722.10
LIVINGSTON, BRIAN D.	1,390.93	MORRISON, KEVIN P.	1,346.70
WYMAN, MATTHEW A.	1,600.10	GILL, DAVID R.	767.81
MILLER, WILLIAM S.	989.42		
DOUGLAS, MARK	962.63	TOTAL	99,484.74

Payroll Transmittal – 04/18/2019

4FRONT CREDIT UNION	926.84	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	148.82	COMM WORKERS OF AMER	565.84
AMERICAN FAMILY LIFE	525.04	MI STATE DISBURSEMENT UNIT	464.37
CHAR EM UNITED WAY	90.00	PRIORITY HEALTH	1,540.17
CHARLEVOIX STATE BANK	1,071.00	TOTAL	5,482.08

Payroll Net Pay – Pay Period Ending 04/27/2019 (Paid 05/03/2019)

HEYDLAUFF, MARK L.	2,845.62	DRAVES, MARTIN J.	1,811.61
GOLDING, JOYCE M.	2,260.16	ANDERSON, ELIZABETH A.	1,210.74
DEROSIA, PATRICIA E.	1,324.60	KENWABIKISE, DAVID L.	693.69
DOTSON, LINDSEY J.	1,388.96	ELLIOTT, PATRICK M.	2,332.82
KLOOSTER, ALIDA K.	2,104.05	SCHWARTZFISHER, JOSEPH L.	1,014.91
GOLOVICH, KAREN J.	996.81	BRADLEY, KELLY R.	1,544.97
BARNEVELD, RICHELLE L.	1,295.16	HART II, DELBERT W.	1,334.97
SPENCLEY, PATRICIA L.	1,223.60	JONES, ROBERT F.	1,365.18
MILLER, FAITH G.	44.04	DORAN, JUSTIN J.	1,699.47
MCGINN, KELLY A.	2,468.89	FARRELL, MITCHELL L.	1,704.44
LAVENDER, JOSEPH E.	1,693.05	THORP JR, WILLIAM D.	1,256.70
SCHULMAN, BLAKE B.	691.25	LEITNER, RYAN S.	1,855.07
DOAN, GERARD P.	2,079.16	MANKER SR, DAVID W.	352.68
SCHLAPPI, JAMES L.	1,205.72	FREY, DYLAN V.	512.42
UMULIS, MATTHEW T.	1,396.98	HART III, DELBERT W.	614.01
HANKINS, SCOTT A.	1,612.23	MCGHEE, ROBERT R.	1,000.84
ORBAN, BARBARA K.	1,582.03	MUMICH, BARRY J.	536.40
WILLIAMS, ASHLEY M.	1,596.15	CRANDELL, ZACKARY R.	519.06
FLICKEMA, ANDREW M.	2,036.18	FERGUSON, ROYCE L.	959.14
RILEY, DENISE M.	486.50	ZIPP, BRANDON M.	197.93
MATELSKI, KRISTEN L.	1,329.54	ROSENTHAL, GABRIEL M.	786.80
MACGILLIVRAY, ROGER	103.44	KNORR, KENT J.	1,917.26
FLOHE, STETHEN R.	84.58	ANZELL, BETH A.	975.17
WURST, RANDALL W.	1,131.88	MILAN, JANE E.	93.50
MAYER, SHELLEY L.	1,455.48	SHANAHAN, CHERYL J.	568.57
HILLING, NICHOLAS A.	1,958.35	GRUNCH, RONALD J.	10.62
MEIER III, CHARLES A.	1,360.34	DAVIS, RONALD L.	168.73
ZACHARIAS, STEVEN B.	1,239.20	MASSON, DONALD J.	260.47
NEWMAN, MARK J.	839.36	KUSINA, DENNIS W.	96.90
SWEM, DONALD L.	1,985.61	LABLANCE, MAUREEN J.	40.63
EATON, BRAD A.	2,150.77	LIVINGSTON, BRIAN D.	1,390.93
WILSON, TIMOTHY J.	2,565.52	WYMAN, MATTHEW A.	1,600.09
LAVOIE, RICHARD L.	1,785.67	MILLER, WILLIAM S.	1,473.01
STEVENS, BRANDON C.	2,319.63	DOUGLAS, MARK	1,053.60

PRIOR, ERIN C.	1,439.42	WHEELER, MICHAEL W.	1,017.92
CERTA, BRIAN	685.40	DRAKE, WILLIAM F.	1,278.55
MCMULLEN, DONALD R.	1,849.03	JOHNSON, MELISSA A.	1,161.72
SILVA, JESSE L.A.	1,915.23	AZZOPARDI, ANTHONY J.	1,171.50
WILLSON, BRENDA R.	1,637.98	DEKORNE, ELIZABETH A.	1,059.65
BEAN, PETER J.	928.25	MCCRANEY, RUSSELL R.	47.36
RILEY, REBECCA J.	1,123.31	BELMONTE, ANTONIO F.	106.88
STEVENS, JEFFREY W.	452.76	MATHERS, AMANDA L.	488.01
RILEY, CASEY W.	345.68	MATHERS, BENJAMIN H.	211.25
JONES, LARRY M.	739.04	PORTMAN, BROOKE A.	39.65
FLORE, ROBERT A.	867.78	WHITLEY, ANDREW T.	1,725.82
MATZ, EMILY S.	914.13	MORRISON, KEVIN P.	1,109.37
STEPHENS, LYON G.	1,580.69	BISHAW, JAMES H.	484.68
MOYER, DAVID T.	220.69	GILL, DAVID R.	894.24
RILEY, DANIEL A.	400.17	TOTAL	109,490.00

Payroll Transmittal – 05/03/2019

4FRONT CREDIT UNION	926.84	CHEMICAL BANK	150.00
AMERICAN FAMILY LIFE	148.82	COMMUNICATION WORKERS OF AMER	565.84
AMERICAN FAMILY LIFE	525.04	MI STATE DISBURSEMENT UNIT	571.26
BARRY COUNTY TRIAL COURT	20.00	POLICE OFFICERS LABOR COUNCIL	251.25
CHAR EM UNITED WAY	90.00	PRIORITY HEALTH	1,540.17
CHARLEVOIX STATE BANK	1,071.00	TOTAL	5,860.22

Tax Disbursement – 05/07/2019

CHARLEVOIX COUNTY TREASURER	2,898.86	CITY OF CHARLEVOIX - TAXES DUE	3,515.76
CHARLEVOIX DISTRICT LIBRARY	477.78	RECREATIONAL AUTHORITY	89.45
CHARLEVOIX PUBLIC SCHOOLS	54.44	STATE OF MICHIGAN	6,403.77
CHARLEVOIX PUBLIC SCHOOLS	33.69	TOTAL	13,608.50
CHARLEVOIX PUBLIC SCHOOLS	134.75		

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Accounts Payable and Payroll Check Registers

DATE: May 20, 2019

RECOMMENDATION:

Motion to approve accounts payable and payroll check registers.

ATTACHMENTS:

- ▣ Accounts Payable and Payroll Check Registers

Check Number	Payee	Amount
05/13/2019		
126740	BOSS JR, DALE E.	550.00
Total 05/13/2019:		550.00
Grand Totals:		550.00

Summary of Check Registers & ACH Payments HUNTINGTON NATIONAL BANK - CHECKS ISSUED

05/13/19	Special Accounts Payable Run	\$	550.00
05/14/19	Special Accounts Payable Run	\$	150.00
05/17/19	Payroll (net pay)	\$	110,958.43
05/17/19	Payroll Transmittal Checks	\$	5,482.08
05/21/19	Regular Accounts Payable	\$	184,842.23
Checks Sub-Total:		\$	301,982.74

HUNTINGTON NATIONAL BANK - ACH/WIRE PAYMENTS

05/06/19	MI Public Power Agency	\$	15,268.05
05/07/19	Payment Service Network Inc	\$	237.70
05/09/19	State of MI (Sales Tax)	\$	17,321.96
05/10/19	DTE Energy	\$	6,438.22
05/13/19	MI Public Power Agency	\$	5,882.90
05/17/19	IRS (Payroll Tax Deposit)	\$	39,210.46
05/17/19	Alerus Financial (HCSP)	\$	300.00
05/17/19	State of MI (Withholding Tax)	\$	5,916.15
05/17/19	Vantagepoint (401 ICMA Plan)	\$	802.64
05/17/19	Vantagepoint (457 ICMA Plan)	\$	18,997.94
05/17/19	Vantagepoint (Roth IRA)	\$	955.76
ACH Sub-Total:		\$	111,331.78

Huntington National Bank Total: \$ 413,314.52

CHARLEVOIX STATE BANK - CHECKS ISSUED

(PROPERTY TAX DISBURSEMENT TO VARIOUS TAXING AUTHORITIES)

Tax Disbursement

Charlevoix State Bank Total: \$ -

Grand Total: \$ 413,314.52

APPROVED:


CITY MANAGER


CITY TREASURER


CITY CLERK

M = Manual Check, V = Void Check

Check Number	Payee	Amount
05/14/2019		
126746	FEDERAL AVIATION ADMINISTRATION	150.00
Total 05/14/2019:		150.00
Grand Totals:		150.00

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
05/11/2019	PC	05/17/2019	28157	HEYDLAUFF, MARK L.	102		2,557.16
05/11/2019	PC	05/17/2019	28158	GOLDING, JOYCE M.	106		1,836.30
05/11/2019	PC	05/17/2019	28159	DEROSIA, PATRICIA E.	107		1,240.91
05/11/2019	PC	05/17/2019	28160	DOTSON, LINDSEY J.	109		1,388.96
05/11/2019	PC	05/17/2019	28161	KLOOSTER, ALIDA K.	121		1,735.88
05/11/2019	PC	05/17/2019	28162	GOLOVICH, KAREN J.	122		996.81
05/11/2019	PC	05/17/2019	28163	BARNEVELD, RICHELLE	123		1,237.21
05/11/2019	PC	05/17/2019	28164	SPENCLEY, PATRICIA L.	136		1,648.36
05/11/2019	PC	05/17/2019	28165	MILLER, FAITH G.	142		56.27
05/11/2019	PC	05/17/2019	28166	MCGINN, KELLY A.	146		2,045.01
05/11/2019	PC	05/17/2019	28167	LAVENDER, JOSEPH E.	153		1,693.05
05/11/2019	PC	05/17/2019	28168	SCHULMAN, BLAKE B.	154		725.83
05/11/2019	PC	05/17/2019	28169	DOAN, GERARD P.	201		2,079.16
05/11/2019	PC	05/17/2019	28170	SCHLAPPI, JAMES L.	204		1,204.90
05/11/2019	PC	05/17/2019	28171	UMULIS, MATTHEW T.	205		1,356.77
05/11/2019	PC	05/17/2019	28172	HANKINS, SCOTT A.	208		1,797.81
05/11/2019	PC	05/17/2019	28173	ORBAN, BARBARA K.	209		1,133.91
05/11/2019	PC	05/17/2019	28174	WILLIAMS, ASHLEY M.	210		1,848.36
05/11/2019	PC	05/17/2019	28175	FLICKEMA, ANDREW M.	211		1,610.67
05/11/2019	PC	05/17/2019	28176	RILEY, DENISE M.	213		484.24
05/11/2019	PC	05/17/2019	28177	MATELSKI, KRISTEN L.	230		1,329.54
05/11/2019	PC	05/17/2019	28178	MACGILLIVRAY, ROGER	244		546.39
05/11/2019	PC	05/17/2019	28179	WURST, RANDALL W.	411		1,425.49
05/11/2019	PC	05/17/2019	28180	MAYER, SHELLEY L.	412		1,469.04
05/11/2019	PC	05/17/2019	28181	HILLING, NICHOLAS A.	413		1,361.12
05/11/2019	PC	05/17/2019	28182	MEIER III, CHARLES A.	421		1,269.02
05/11/2019	PC	05/17/2019	28183	ZACHARIAS, STEVEN B.	422		1,286.77
05/11/2019	PC	05/17/2019	28184	NEWMAN, MARK J.	424		946.08
05/11/2019	PC	05/17/2019	28185	SWEM, DONALD L.	512		1,985.61
05/11/2019	PC	05/17/2019	28186	EATON, BRAD A.	515		1,790.82
05/11/2019	PC	05/17/2019	28187	WILSON, TIMOTHY J.	516		2,325.37
05/11/2019	PC	05/17/2019	28188	LAVOIE, RICHARD L.	519		1,755.23
05/11/2019	PC	05/17/2019	28189	STEVENS, BRANDON C.	521		1,937.27
05/11/2019	PC	05/17/2019	28190	DRAVES, MARTIN J.	523		2,183.71
05/11/2019	PC	05/17/2019	28191	ANDERSON, ELIZABETH	526		1,210.74
05/11/2019	PC	05/17/2019	28192	KENWABIKISE, DAVID L.	528		1,099.66
05/11/2019	PC	05/17/2019	28193	ELLIOTT, PATRICK M.	600		2,332.83
05/11/2019	PC	05/17/2019	28194	SCHWARTZFISHER, JOS	603		1,545.77
05/11/2019	PC	05/17/2019	28195	BRADLEY, KELLY R.	614		1,766.53
05/11/2019	PC	05/17/2019	28196	HART II, DELBERT W.	616		1,280.63
05/11/2019	PC	05/17/2019	28197	JONES, ROBERT F.	618		1,370.07
05/11/2019	PC	05/17/2019	28198	DORAN, JUSTIN J.	621		1,427.81
05/11/2019	PC	05/17/2019	28199	FARRELL, MITCHELL L.	622		1,341.97
05/11/2019	PC	05/17/2019	28200	THORP JR, WILLIAM D.	623		1,202.64
05/11/2019	PC	05/17/2019	28201	LEITNER, RYAN S.	624		1,234.52
05/11/2019	PC	05/17/2019	28202	MANKER SR, DAVID W.	639		643.42
05/11/2019	PC	05/17/2019	28203	NEDWICK, DAVID J.	642		92.35
05/11/2019	PC	05/17/2019	28204	FREY, DYLAN V.	643		540.39
05/11/2019	PC	05/17/2019	28205	HART III, DELBERT W.	657		654.92
05/11/2019	PC	05/17/2019	28206	STOREY, JAMES W.	659		644.45
05/11/2019	PC	05/17/2019	28207	DOTSON, WILLIAM R.	661		148.00
05/11/2019	PC	05/17/2019	28208	MCGHEE, ROBERT R.	663		1,000.84
05/11/2019	PC	05/17/2019	28209	MUMICH, BARRY J.	671		604.32
05/11/2019	PC	05/17/2019	28210	CRANDELL, ZACKARY R.	691		624.98
05/11/2019	PC	05/17/2019	28211	FERGUSON, ROYCE L.	693		1,158.37
05/11/2019	PC	05/17/2019	28212	ZIPP, BRANDON M.	697		457.30
05/11/2019	PC	05/17/2019	28213	ROSENTHAL, GABRIEL M	698		957.97

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
05/11/2019	PC	05/17/2019	28214	KNORR, KENT J.	700		1,917.26
05/11/2019	PC	05/17/2019	28215	ANZELL, BETH A.	702		975.17
05/11/2019	PC	05/17/2019	28216	STEBE, LAURA A.	703		144.07
05/11/2019	PC	05/17/2019	28217	MILAN, JANE E.	711		109.10
05/11/2019	PC	05/17/2019	28218	KLOOSTER, PATRICK H.	743		475.38
05/11/2019	PC	05/17/2019	28219	EVANS JR, HALBERT K.	744		261.58
05/11/2019	PC	05/17/2019	28220	GREENE, GLORIA C.	746		68.71
05/11/2019	PC	05/17/2019	28221	DAVIS, LEAH R.	748		118.93
05/11/2019	PC	05/17/2019	28222	KIRINOVIC, THOMAS F.	790		152.45
05/11/2019	PC	05/17/2019	28223	HART, DAVID R.	836		55.76
05/11/2019	PC	05/17/2019	28224	SHANAHAN, CHERYL J.	838		943.45
05/11/2019	PC	05/17/2019	28225	GRUNCH, RONALD J.	844		289.41
05/11/2019	PC	05/17/2019	28226	DAVIS, RONALD L.	853		141.79
05/11/2019	PC	05/17/2019	28227	MASSON, DONALD J.	861		399.17
05/11/2019	PC	05/17/2019	28228	KUSINA, DENNIS W.	862		118.72
05/11/2019	PC	05/17/2019	28229	LABLANCE, MAUREEN J.	863		244.62
05/11/2019	PC	05/17/2019	28230	LIVINGSTON, BRIAN D.	866		1,390.93
05/11/2019	PC	05/17/2019	28231	WYMAN, MATTHEW A.	927		1,600.09
05/11/2019	PC	05/17/2019	28232	MILLER, WILLIAM S.	933		992.07
05/11/2019	PC	05/17/2019	28233	DOUGLAS, MARK	935		907.73
05/11/2019	PC	05/17/2019	28234	PRIOR, ERIN C.	938		963.61
05/11/2019	PC	05/17/2019	28235	CERTA, BRIAN	939		573.06
05/11/2019	PC	05/17/2019	28236	MCMULLEN, DONALD R.	1000		1,849.03
05/11/2019	PC	05/17/2019	28237	SILVA, JESSE L.A.	1001		1,425.52
05/11/2019	PC	05/17/2019	28238	WILLSON, BRENDA R.	1002		1,289.39
05/11/2019	PC	05/17/2019	28239	BEAN, PETER J.	1003		677.47
05/11/2019	PC	05/17/2019	28240	STEVENS, JEFFREY W.	1028		282.73
05/11/2019	PC	05/17/2019	28241	RILEY, CASEY W.	1052		760.44
05/11/2019	PC	05/17/2019	28242	JONES, LARRY M.	1057		470.28
05/11/2019	PC	05/17/2019	28243	FLORE, ROBERT A.	1058		1,248.28
05/11/2019	PC	05/17/2019	28244	MATZ, EMILY S.	1059		1,265.81
05/11/2019	PC	05/17/2019	28245	STEPHENS, LYON G.	1060		1,336.61
05/11/2019	PC	05/17/2019	28246	ERWIN, RACHELLE L.	1066		12.86
05/11/2019	PC	05/17/2019	28247	TRAVERS, MANUEL J.	1071		615.50
05/11/2019	PC	05/17/2019	28248	MOYER, DAVID T.	1073		491.72
05/11/2019	PC	05/17/2019	28249	WHEELER, MICHAEL W.	1103		1,295.47
05/11/2019	PC	05/17/2019	28250	PEARSALL, KRISTA M.	1105		46.81
05/11/2019	PC	05/17/2019	28251	DRAKE, WILLIAM F.	1106		2,074.63
05/11/2019	PC	05/17/2019	28252	JOHNSON, MELISSA A.	1107		1,034.19
05/11/2019	PC	05/17/2019	28253	AZZOPARDI, ANTHONY J.	1108		1,785.40
05/11/2019	PC	05/17/2019	28254	DEKORNE, ELIZABETH A.	1109		739.90
05/11/2019	PC	05/17/2019	28255	MCCRANEY, RUSSELL R.	1111		36.89
05/11/2019	PC	05/17/2019	28256	MATHERS, AMANDA L.	1114		384.56
05/11/2019	PC	05/17/2019	28257	MATHERS, BENJAMIN H.	1115		291.66
05/11/2019	PC	05/17/2019	28258	PORTMAN, BROOKE A.	1116		155.20
05/11/2019	PC	05/17/2019	126741	WHITLEY, ANDREW T.	522		1,864.66
05/11/2019	PC	05/17/2019	126742	MORRISON, KEVIN P.	601		1,030.64
05/11/2019	PC	05/17/2019	126743	BISHAW, JAMES H.	633		777.57
05/11/2019	PC	05/17/2019	126744	GILL, DAVID R.	856		915.91
05/11/2019	PC	05/17/2019	126745	WATTS, TIMOTHY L.	868		326.73
Grand Totals:			107				110,958.43

Pay Period Date	Check Issue Date	Check Number	Payee	Emp ID	Description	Amount
05/11/2019	05/17/2019	126747	4FRONT CREDIT UNION	9024	HSA-EMPLOYEE CONTRIB-4FR	926.84
05/11/2019	05/17/2019	126748	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-POST T	148.82
05/11/2019	05/17/2019	126748	AMERICAN FAMILY LIFE	9011	AMERICAN FAMILY LIFE-PRETA	525.04
05/11/2019	05/17/2019	126749	CHAR EM UNITED WAY	9009	UNITED WAY Pay Period: 5/11/2	90.00
05/11/2019	05/17/2019	126750	CHARLEVOIX STATE BAN	9017	HSA - EMPLOYEE CONTRIB - C	1,071.00
05/11/2019	05/17/2019	126751	CHEMICAL BANK	9018	HSA - EMPLOYEE CONTRIB - C	150.00
05/11/2019	05/17/2019	126752	COMMUNICATION WORK	9004	CWA UNION DUES Pay Period:	565.84
05/11/2019	05/17/2019	126753	MI STATE DISBURSEMEN	9012	FRIEND OF THE COURT Pay Pe	464.37
05/11/2019	05/17/2019	126754	PRIORITY HEALTH	392358	PRIORITY HEALTH Pay Period:	1,540.17
Grand Totals:		<u>9</u>				<u>5,482.08</u>

Xm

Check Number	Payee	Amount
05/21/2019		
126755	ACE HARDWARE	4,133.69
126756	AIRGAS USA LLC	68.65
126757	ALL AREA TOWING	125.00
126758	ALL-PHASE ELECTRIC SUPPLY CO.	207.90
126759	ALTEC INDUSTRIES INC	31.84
126760	AMERICAN WASTE INC.	3,210.40
126761	AT YOUR SERVICE PLUS INC	690.00
126762	AUTO VALUE	839.30
126763	B & L SOUND INC	149.95
126764	BEHAN WINDOW CLEANING	105.00
126765	BELL EQUIPMENT COMPANY	2,122.73
126766	BLARNEY CASTLE OIL CO	849.26
126767	BOB MATHERS FORD	158.00
126768	BS& A SOFTWARE	1,752.00
126769	CARQUEST OF CHARLEVOIX	2,059.40
126770	CCP INDUSTRIES INC	281.54
126771	CDW GOVERNMENT INC.	3,978.42
126772	CENTRAL DRUG STORE	27.40
126773	CHARLEVOIX GLASS INC.	100.00
126774	CHARLEVOIX HISTORICAL SOCIETY	1,000.00
126775	CHARLEVOIX SCREEN MASTERS INC	311.75
126776	CHARTER COMMUNICATIONS	1,116.35
126777	CITY OF CHARLEVOIX - UTILITIES	32,060.08
126778	CITY OF CHARLEVOIX/DDA	515.53
126779	CLEAR WATER PLUMBING & HEATING	310.00
126780	DELL MARKETING L P	66.58
126781	DITCH WITCH SALES OF MICHIGAN	800.92
126782	DORNBOS SIGN INC.	499.88
126783	EJ USA INC.	109.24
126784	ELLSWORTH FARMER'S EXCHANGE	227.50
126785	ETNA SUPPLY	310.00
126786	FAMILY FARM & HOME	1,019.10
126787	FASTENAL COMPANY	171.63
126788	FEYEN ZYLSTRA LLC	19,350.00
126789	FISHER SCIENTIFIC	1,094.98
126790	FOX CHARLEVOIX FORD	297.73
126791	FREEDOM MAILING SERVICES INC.	2,258.77
126792	GEMINI GROUP LLC	2,607.00
126793	GINOP SALES INC	261.56
126794	GRAINGER	119.70
126795	GREAT LAKES PIPE & SUPPLY	299.48
126796	GREAT LAKES SERVICE & SUPPLIES I	907.50
126797	GREEN GUARD	148.03
126798	HACH COMPANY	1,387.70
126799	HARBOR INDUSTRIES INC.	915.00
126800	HARRELL'S	5,549.25
126801	HAYDEN, MARY	45.07
126802	HEALTH CARE LOGISTICS	93.22

Check Number	Payee	Amount
126803	HENGESH, DONALD	9.96
126804	HERITAGE-CRYSTAL CLEAN LLC	75.00
126805	HOGARTH'S PEST CONTROL INC.	225.00
126806	HYDRO CORP	530.00
126807	IDEXX DISTRIBUTION INC.	1,190.55
126808	JONES & JONES GARAGE DOOR SVC	80.00
126809	KALBFELL, JANET P.	502.54
126810	KAPANOSKE, THOMAS	300.00
126811	KLOOSTER, KATHERINE	73.67
126812	KSS ENTERPRISES	312.55
126813	LANDSCAPE FORMS INC.	305.00
126814	LASER PRINTER TECHNOLOGIES	898.00
126815	MACDONALD GARBER	499.00
126816	MASSON, DONALD J.	144.34
126817	MATHERS, AMANDA	79.90
126818	MCCARDEL CULLIGAN-PETOSKEY	50.50
126819	MICHAEL MURPHY IV PHOTOGRAPHY	300.00
126820	MICHIGAN LAUNDRY	162.64
126821	MICHIGAN MUNICIPAL LEAGUE	1,980.00
126822	MICHIGAN OFFICEWAYS INC	2,190.87
126823	MICHIGAN WATER ENV ASSOC	135.00
126824	MISS DIG SYSTEM INC	369.00
126825	MUNSON HOME SERVICES	1,776.47
126826	NORTHERN MICHIGAN REVIEW INC.	1,914.99
126827	NW MI COG	9,555.00
126828	OHM ADVISORS	26,363.25
126829	O'REILLY AUTOMOTIVE INC	60.07
126830	OTEC	1,110.00
126831	P.I.W. CORPORATION	110.00
126832	PHYSICIAN'S CLINIC OF CHARLEVOIX	273.00
126833	PISCHNER, KELSEY	100.00
126834	POLLARDWATER	250.00
126835	POWER LINE SUPPLY	755.59
126836	PREIN & NEWHOF	240.00
126837	PRESTON FEATHER	421.60
126838	PURITY CYLINDER GASES INC	73.17
126839	QUICK CARE MEDICAL CENTER	105.00
126840	QUILL CORP	126.97
126841	RANGE TELECOMMUNICATIONS	229.25
126842	SHINDORF BUILDERS	334.00
126843	SIGMA-ALDRICH INC.	312.55
126844	SPARTAN DISTRIBUTORS INC	385.25
126845	SPARTAN STORES LLC	59.40
126846	STATE OF MICHIGAN	101.08
126847	STATE OF MICHIGAN	2,734.29
126848	TERMINAL SUPPLY CO	244.01
126849	THISTLE	1,000.00
126850	THUNDER BAY TREE SERVICE LLC	13,974.25
126851	TOP LINE	270.00

Check Number	Payee	Amount
126852	TRUCK & TRAILER SPECIALTIES	337.83
126853	UPPER CASE PRINTING INK.	1,147.30
126854	USA BLUE BOOK	2,140.38
126855	UWC	1.10
126856	VALLEY TRUCK - GAYLORD	50.00
126857	VILLAGE GRAPHICS INC.	153.55
126858	VORCE, GLORIA	192.81
126859	WAGNER, DENNIS	84.77
126860	WHARFSIDE ENT. LTD.	1,100.00
126861	WILMOT ELECTRIC INC	480.15
126862	WILSON, TIMOTHY J.	300.00
126863	WORK & PLAY SHOP	10,817.60
Total 05/21/2019:		184,842.23
Grand Totals:		184,842.23

Check Number	Payee	Amount
05/06/2019		
50619001	MICHIGAN PUBLIC POWER AGENCY	15,268.05
Total 05/06/2019:		15,268.05
Grand Totals:		15,268.05

Check Number	Payee	Amount
05/07/2019		
50719001	PAYMENT SERVICE NETWORK INC.	237.70
Total 05/07/2019:		237.70
Grand Totals:		237.70

Check Number	Payee	Amount
05/09/2019		
50919001	STATE OF MICHIGAN	17,321.96
Total 05/09/2019:		17,321.96
Grand Totals:		17,321.96

Check Number	Payee	Amount
05/10/2019		
51019001	DTE ENERGY	6,438.22
Total 05/10/2019:		6,438.22
Grand Totals:		6,438.22

Check Number	Payee	Amount
05/13/2019		
51319001	MICHIGAN PUBLIC POWER AGENCY	5,882.90
Total 05/13/2019:		5,882.90
Grand Totals:		5,882.90

Check Issue Date	Check Number	Payee	Amount
51719001			
05/17/2019	51719001	**EFTPS* Payroll Taxes	10,372.79
05/17/2019	51719001	**EFTPS* Payroll Taxes	10,372.79
05/17/2019	51719001	**EFTPS* Payroll Taxes	2,425.90
05/17/2019	51719001	**EFTPS* Payroll Taxes	2,425.90
05/17/2019	51719001	**EFTPS* Payroll Taxes	13,613.08
Total 51719001:			
	5		39,210.46
51719002			
05/17/2019	51719002	Alerus Financial	300.00
Total 51719002:			
	1		300.00
51719003			
05/17/2019	51719003	STATE OF MICHIGAN	5,916.15
Total 51719003:			
	1		5,916.15
51719004			
05/17/2019	51719004	Vantagepoint - 401 Plan 109153	802.64
Total 51719004:			
	1		802.64
51719005			
05/17/2019	51719005	Vantagepoint - 457 Plan 300959	5,197.92
05/17/2019	51719005	Vantagepoint - 457 Plan 300959	2,331.96
05/17/2019	51719005	Vantagepoint - 457 Plan 300959	3,918.11
05/17/2019	51719005	Vantagepoint - 457 Plan 300959	7,549.95
Total 51719005:			
	4		18,997.94
51719006			
05/17/2019	51719006	Vantagepoint - Roth IRA 706117	955.76
Total 51719006:			
	1		955.76
Grand Totals:			
	13		66,182.95

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Resolution to Waive Parking Fees for Charlevoix Trout Tournament

DATE: May 20, 2019

BACKGROUND:

The Charlevoix Trout Tournament will be hosting a fishing tournament from June 7-9, 2019. They are requesting the fees for the launch ramp be waived for tournament participants during tournament dates, along with June 6, 2019 for a practice fishing day.

Section 71.04 of chapter VII of the City Code states:

Any person launching a boat from the Ferry Beach boat launch or parking a vehicle with or without trailer or parking a single trailer shall be required to obtain a permit from the city and display the permit on their vehicle. Charges for the permit shall be set by resolution of the City Council. The City Council, by resolution, may revise or waive fees for special or public events. The term SPECIAL OR PUBLIC EVENTS shall mean a tournament, festival or other type of event, whether or not open to public participation or observation, the occurrence of which will, in the judgment of the City Council, benefit the city economically or by virtue of the publicity surrounding the event.

The tournament will be using Odmark Pavilion for fish displays and registration as well as displaying their sponsor's boats, trucks and ATV's in East Park during the event.

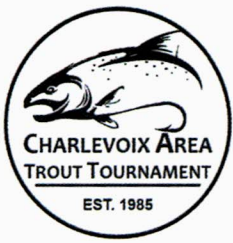
The Trout Tournament wishes to have a kid's fishing pond again this year. The Trout Tournament will purchase additional fish for the trout stream, and whatever fish are left over will be kept in the trout stream for the remainder of the summer. DPW Superintendent Pat Elliott plans to supervise the placement of the fish in the stream. Mr. Elliott will also be working with the Trout Tournament representatives to ensure that children do not climb on the streams rocks and landscaping. The children will be permitted to fish only on the brick paver areas. The stream has a maximum density of 200 fish for a short period of time.

RECOMMENDATION:

Motion to approve Resolution 2019-05-04 to waive parking fees for the Charlevoix Trout Tournament June 6-9, 2019 and allow children to fish in the trout stream on June 8, 2019.

ATTACHMENTS:

- ▣ Trout Tournament
- ▣ Resolution



Charlevoix Trout Tournament Inc.

May 1, 2019

Mark Heydlauff, City Manager
City of Charlevoix
210 State Street
Charlevoix, MI 49720

Dear Mark,

The Charlevoix Area Trout Tournament will take place June 7th through the 9th. The tournament is once again requesting the launch fees to be waived for tournament participants the dates of the tournament and also on June 6th for a practice fishing day.

Thank you for your consideration on this matter and please feel free to contact me if you have any questions regarding the tournament.

Sincerely,

Charlevoix Trout Tournament
Chris Mikulski, Vice President

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-05-04
WAIVE PARKING FEES FOR TROUT TOURNAMENT

WHEREAS, the Lake Charlevoix Area Trout Tournament will be held on June 7–9, 2019; and

WHEREAS, the Lake Charlevoix Area Trout Tournament is requesting that parking fees be waived for the tournament and the June 6 practice fishing day; and

WHEREAS, the City Code permits City Council to waive parking fees for special or public events.

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix hereby waives parking fees for the Lake Charlevoix Area Trout Tournament from June 6 to June 9, 2019.

RESOLVED this 20th day of May, 2019, A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Golf Course Memorial Bench Program

DATE: May 20, 2019

BACKGROUND:

The benches at the golf course were purchased over 20 years ago and are rapidly approaching the end of their useful life cycle.

Staff would like to start a memorial bench program at the golf course. We are recommending modeling the program on the existing memorial bench program. We have selected the Neoliviano Bench from Landscape Forms in Kalamazoo Michigan. This is the company that currently provides our memorial benches. These benches will be made to order and a plaque placed on the bench following the guidelines of the existing memorial bench program.

The cost to sponsor a memorial bench will be \$1800. This will allow for a bench replacement without further impacting the golf course budget.

RECOMMENDATION:

Motion to approve a Memorial Bench Program for the Golf Course.

ATTACHMENTS:

- ▢ Golf Course Bench

Recommended Golf Course Memorial Bench



Neoliviano Bench

From Landscape Forms, Kalamazoo Mi.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Charlevoix Craft Beer Festival

DATE: May 20, 2019

BACKGROUND:

The Charlevoix Craft Beer Festival will be held on Saturday, June 1, 2019 in Bridge Park. The event has requested a beer tent in Bridge Park for the event. The City of Charlevoix City Code, Title IX, General Regulations, Chapter 94 states:

(A) Consumption prohibited in certain places. It shall be unlawful for any person to consume alcoholic beverages in any part of any park which lies within 1,000 feet of U.S. Highway 31; except that, such restriction does not extend to privately owned vessels moored in the yacht basin nor does it extend to any specific function authorized by the City Manager; provided, however, that, any person or persons or legal entity authorized to control any playground, recreational area or athletic field covered by this subchapter, which property is not owned, leased or rented by the city, may extend authority to consume alcoholic beverages on said premises, upon written notification to the City Manager.

(Prior Code, § 3.14)

(B) Possession or consumption prohibited in certain public places. It shall be unlawful for any person to possess or consume alcoholic beverages, between the hours of 9:30 p.m. and 6:00 a.m. in any public park, playground, recreational area or athletic field owned, leased or rented by the city; provided, however, that, such restriction does not extend to privately owned vessels moored in the yacht basin, nor does it extend to any specific function authorized by the City Manager as set forth in this code of ordinances.

(Prior Code, § 3.15)

RECOMMENDATION:

Motion to confirm the City Manager's decision to waive the provision in the City Code under Title IX, General Regulations, chapter 94 for the Charlevoix Craft Beer Festival.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Purchase Dump Truck for \$46,256

DATE: May 20, 2019

BACKGROUND:

The Electric Department replaced its dump truck a few years ago but never got rid of the old one. Since that time it has become really valuable to have two dump trucks available. The old one that was replaced is in even worse shape now than it was and we would like to replace it. We use the dump trucks to haul various materials like sand, gravel, and topsoil, and we also use them to haul various parts and equipment such as transformers, and to pull our larger equipment such as the bore rigs or the vac trailer.

A new dump truck is available through the MiDeal program for a total delivered price of \$46,256 from Signature Ford, Owosso. This particular truck was not budgeted but we find that we need it more than certain other budgeted items (sandblasting and painting the transformers can wait another year) so we recommend buying the truck now.

A plan for sandblasting the transformers and repainting them, along with maintaining the painted streetlight poles will be forthcoming from the Electric Department.

RECOMMENDATION:

Motion to approve the purchase of the Dump Truck for \$46,256 from Signature Ford.

ATTACHMENTS:

▣ Quote



April 10, 2019

City of Charlevoix
Attn: Joe Schwartzfisher
210 State Street
Charlevoix, MI 49720

Dear Joe Schwartzfisher:

Price on 2019 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 71-15 Bid:

2019 Ford F350 Regular Cab 4x4 Chassis 145" WB 60" CA in White	\$31,243.00 ea
Monroe MTE-ZEE 9'Dump Body, Lighting, BU Camera, and Tow	\$12,513.00 ea
Total Delivered Price	\$43,756.00

Option: Stainless Steel Dump Body Add \$2,500.00 ea

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty . Service to be handled by your local Ford Dealer.

Order Cutoff Date: Monroe Pool Chassis.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2019 Pavement Marking Project for \$16,766.20

DATE: May 20, 2019

BACKGROUND:

In the approved 2019/20 budget we allocated money in the Major Street fund for pavement marking. This work generally consists of marking all of the parking spaces, left/right turn arrows, center line markings, etc. In late May we advertised for this work and on May 7, 2019 we opened one sealed bid from P.K. Contracting out of Lake City, Michigan. We have worked with P.K. over the last few years and have always had good results. The bid provided by P.K. is also within our budgeted amount.

RECOMMENDATION:

Motion to accept the proposal by P.K. Contracting for \$16,766.20 for the 2019 pavement marking.

ATTACHMENTS:

- ▣ Pavement Marking



CITY OF CHARLEVOIX

Pavement Marking
Bid Opening at City Hall
May 7, 2019 – 2:00pm

Bidder Name	Comments
P.K. Contracting, Inc. Lake City, MI	\$16,766.20

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2019 Tree Planting Project for \$36,960

DATE: May 20, 2019

BACKGROUND:

In the approved 2019/20 budget we allocated monies in the Major and Local Street funds for the purchase and planting of trees. These trees are planted in the road ROW and the locations have been determined with help from the Shade Tree Commission. In late April we advertised for the this work and on May 7, 2019 we opened three sealed bids (see attachment). The low bid was provided by Louis A. Hoffman out of Harbor Springs and is within our budgeted amount. We have contracted with Louis A. Hoffman in the past and generally have had very good results. The planting of these trees would take place in the fall of 2019.

RECOMMENDATION:

Motion to accept the bid from Louis A. Hoffman and enter into a contract in the amount of \$36,960.00 for 2019 fall tree planting.

ATTACHMENTS:

- ▢ Tree Planting



CITY OF CHARLEVOIX

Tree Planting

Bid Opening at City Hall

May 7, 2019 – 2:00pm

Bidder Name	Comments
Louis A. Hoffman Harbor Springs, MI	\$36,960
G&J Site Solutions Calumet, MI	\$63,000
Robinsons Boyne City, MI	\$44,519

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: 2019 Restroom Cleaning Contract

DATE: May 20, 2019

BACKGROUND:

As you may recall, Council approved a cleaning contract with Northern Advanced Cleaning (NAC); subsequent to that approval, the company declined to accept the contract. After that, I reached out to a number of cleaning companies and the one that was willing to put a bid in was Conway Professional Services (see attached proposal.)

Due to NAC backing out so late in the season, there was not enough time to go through a new bidding process as we typically do. After checking on references and meeting with the crew from Conway Professional Services, Staff feels they can provide the City with the necessary cleaning for this year.

RECOMMENDATION:

Motion to accept the bid as provided by Conway Professional Services and enter into an agreement with them.

ATTACHMENTS:

- ☐ Restroom Cleaning



Approximate Schedule - All Location - Time of Day of Cleans to be City Approved

May 1		(1) cleaning daily at Locations 2, 3, 4, 5, 6, 7, 8,
June 1	add	(1) cleaning daily at Location 1
June 15	add	(1) cleaning daily at Locations 1, 2, 3, 4, 5, 6, 8 (2) cleanings per day
September 15	reduce to	(1) cleaning daily at Locations 1, 2, 3, 4, 5, 6, 7, 8,
October 15 thru May 1		- (1) cleaning daily at Locations 5, 6,

COST PER CLEANING PER LOCATION _____

PER HOUR COST FOR MISC. CLEANING _____

COMPANY SUBMITTING BID _____

CONTACT PERSON AND TELEPHONE # _____

Boat launch - \$18/per side Ferry Beach - \$18/per side Michigan beach - \$18/per side Depot Beach - \$18/per side City Hall - \$18/per side Pavilion - \$24/per side Harbormaster - \$30/per side Bridge park commons area - \$20 (no restrooms)	We'll need a parking pass for the downtown locations. Also, 3 closed for cleaning signs and mop buckets at least at the pavilion and harbormaster. We would be using Odorban disinfectant, Windex, the Works toilet bowl cleaner, and stainless steel cleaner.
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** Any other services that would be needed, will be at a rate of \$40.00 per hour.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Purchase of Access Mat for Ferry Beach for \$10,636

DATE: May 20, 2019

BACKGROUND:

The City of Charlevoix Recreation Department has been awarded Charlevoix County Recreation Millage funding for three projects applied for in February 2019. One of these is for the purchase of 375 feet of AccessMat to be placed at Ferry Beach. The City will make the purchase for \$10,636 and be reimbursed for \$10,000.

RECOMMENDATION:

Motion to approve the purchase of AccessMats for Ferry Beach at the Price of \$10,636 from AccessRec and authorize the City Manager to sign all necessary paperwork.

ATTACHMENTS:

- ▣ Quote
- ▣ Access Mat Brochure

QUOTE No. : **2017121831-SJ**

DATE: February 7, 2019

Salesman: Scott Jenkins
E-mail: sales@AccessRec.com
Ph: +1 973 955 0514
Fax: +1 201 624 7007
Sale's terms: please refer to p.2

CUSTOMER:
City of Charlevoix
Recreation Department
Attn: Beth Anzell
210 State Street
Charlevoix, MI 49720
P: 231-547-3253
Email: betha@charlevoixmi.gov

Delivery Terms	Valid Until	Currency
FOB Charlevoix, MI	03/07/19	\$ USD

Thank you for the opportunity to quote on:

Reference	Description	Qty.	Price / Unit	Price Total
	ADA compliant Beach Accessibility Mats			
AM5-75	ACCESSMAT® 5' wide x 75' long	1	\$ 2,889.00	\$ 2,889.00
AM5-100	ACCESSMAT® 5' wide x 100' long Description: <i>Blue polyester roll out mat Incl. stakes & straps & caps & plugs Incl. PVC Connectors Incl. Warranty of 2 Yrs.</i>	3	\$ 3,679.00	\$ 11,037.00
	DISCOUNT		30%	\$ (4,177.80)
ADD PANEL	ACCESSMAT® 5' wide by 27" inches	1	\$ 499.00	\$ 499.00
	SHIPPING & HANDLING	1	\$ 389.00	\$ 389.00
Total excl. Tax:				\$ 10,636.20
% Tax:				\$ -

Total incl. Tax:
USD \$ **10,636.20**
Sebastien Ragon, Co-Founder
www.AccessRec.com

ACCEPTANCE	
This quote can be used as an official purchase order. Simply sign below and fax to 201-624-7007	
Signature:	_____
Print name:	_____
Date:	_____

QUOTE No. :	2017121831-SJ
-------------	----------------------

DATE:	February 7, 2019
-------	------------------

Salesman:	Scott Jenkins
E-mail:	sales@AccessRec.com
Ph:	+1 973 955 0514
Fax:	+1 201 624 7007

CUSTOMER:
City of Charlevoix Recreation Department Attn: Beth Anzell 210 State Street Charlevoix, MI 49720 P: 231-547-3253 Email: betha@charlevoixmi.gov

SHIPPING INFORMATION

Delivery address: please refer to "customer" section

Transport means: Ground shipping - common carrier

Customs & duties: N/A

Estimated lead time: 2-3 business days
2 weeks Add Panel

Estimated transit time: 3-5 business days

PAYMENT CONDITIONS

Order to be paid by check, wire transfer or credit card (a 3% Administrative Fee will apply with payment by credit card).

Down Payment:			
Schedule:	100%	Net 30 Days	\$ 10,636.20
Total Amount:	\$10,636.20		

Please remit payment to: [AccessRec, LLC](#)
55 PARK SLOPE
CLIFTON, NJ 07011
USA

Pdt.	Material	Item #	Color	Weight (lbs/sqft)	Dimensions		Roll Weight (lbs)	Diameter (in)	Accessories			
					Width (ft)	Length (ft)			Grommet	Spike	Carrying Strap	Safety edge
AccessMat	100% Polyester roll	AMS-75	Blue or Brown	0.405	5	75	152	12	22	22	2	Yes
Pdt.	Material	Item #	Color	Weight (lbs/sqft)	Dimensions		Roll Weight (lbs)	Diameter (in)	Accessories			
					Width (ft)	Length (ft)			Grommet	Spike	Carrying Strap	Safety edge
AccessMat	100% Polyester roll	AMS-100	Blue or Brown	0.405	5	100	203	13	26	26	2	Yes



Counties, Cities, Towns, National & State Parks, other government and non-profit organizations officials, as well as any individual willing to increase accessibility to their beaches should consider providing our ABA/ADA beach compliant AccessMat® system to comply with the Architectural Barriers Act and the Americans with Disabilities Act (ADA) guidelines.

AccessMat® Beach Access Mats have been specifically developed for use in permanent or temporary recreation access applications. AccessMat® is a portable and removable rollout access route that can be used in a multitude of applications for individuals of all abilities (pedestrians and wheelchairs access), as well as strollers, and more particularly in beach environments.

Aesthetically pleasing

Visually attractive, the blue color of the AccessMat® provides a surface that is highly visible, delineating the route to access recreation areas for people with visual impairments, while the brown color perfectly blends into the landscape.

AccessMat® can be offered in 5' or 6' width by 33', 50', 75' and 100' length and is available in blue or brown color.

Affordable

Designed & finished in the United States, starting at \$7.00 per square foot AccessRec LLC provides the most affordable way to create a beach access route. Especially when compared to the costs required in frequent replacement and extensive installation, maintenance or repair of our competitors, our AccessMat® is the most economical solution on the market.



Comfortable and Safe

Developed specifically for pedestrian traffic, AccessMat® provides the friendliest surface for barefoot beach goers. Wherever a water pervious, enhanced grip walkway access is required AccessMat® Beach Access Mat is the solution. AccessMat® polyester material provides the safest edges that do not require secondary finishing. This highly reduces the risk of injury to bare feet or cutting your hands when installing or removing AccessMat®. Our AccessMat®'s cool surface lends to the barefoot users' comfort, especially on those hot, sunny days!

Durable & Lightweight

The durability of construction and portability of the product make it the perfect solution for providing accessible beach pathways. Utilizing the benefits of polyester ensures that rigidity and strength are preserved over soft sand surfaces, while the polyester material is able to contour to undulating surfaces. Weighing only 0.405 lbs/sqft AccessMat® can easily be carried by 1-2 people. At the end of the season simply roll back your AccessMat® and store it until the next beach season. Unlike some of our competitors' products, your mat will remain as lightweight as the first time you put it down, as sand does not get stuck under the flat polyester surface. AccessMat® comes with a 2 yrs. warranty*.

Environmentally Friendly & Recyclable



This environmentally friendly product is easily installed and removed per environmental regulations. The mat is also able to be cut and formed around existing beach structures, in addition to protected native beach dunes. The UV stabilized polyester material is recyclable after use reducing its environmental impact.

Quick Installation & Maintenance

AccessMat® Beach Access Mat is available in roll form allowing for a quick roll and pin installation. Its lightweight design (0.405 lbs/ft²) allows for ease of installation. Simply unroll your mat and stake it down using our oversized steel or plastic spikes (10" to 24" long). When the beach season is over, AccessMat® can easily be removed as its structure does not allow sand to get stuck under it. Two people can install a 5' x 100' section in just 10 minutes. Minimal maintenance - it can be cleaned by use of a broom, blower, or pressure washer - sand goes through the permeable structure of the mat and does not get stuck under the surface of the mat.





**ACCESS TO
RECREATION
FOR ALL!**

WWW.ACCESSREC.COM

OUR PHILOSOPHY

AccessRec LLC prides its business on affordability, quality and efficiency. Although we strive to make our products the most affordable on the market, allowing more beach and park & recreation communities to expand their accessibility, we also maintain our expectation that these products be the best on the market. To ensure high quality standards, AccessRec LLC focuses on the performance of our products at every stage -from design, to manufacturing and the ultimate end use. Key focus areas included durability, stability and maneuverability. While our products provide all these things, the highlight is their simplicity. We know that simplicity is particularly important for staff. Easy installation and removal allow our mats to be where they are needed the most. Quick and easy removal also allow for storage off season or in inclement weather, preserving the product as well as your investment.

“PEOPLE OF ALL ABILITIES CAN NOW ENJOY THE OUTDOORS”

OUR PRODUCTS



ACCESSREC® ALSO OFFERS
PVC CHAIRS • HIPPOCAMPE • MR. BOARDWALK
Pg: 22



BEACH & PARK ACCESS FOR ALL!

Some of most beautiful views and most wonderful memories are beachside. Sun on your back, salt water on your lips and sand between toes, a day like this should be enjoyed by everyone. Our range of products does just that! AccessDeck™ and AccessMat®, ADA compliant beach accessibility surfaces, take people of all abilities closer to the water without the stress of battling through sand, while TerraWheels®, our all-terrain wheelchair, enables them to enjoy the sand and other type of uneven terrains, and, WaterWheels®, our floating beach wheelchair, let them enjoy the surf. While we believe that our range of matting systems and wheelchairs make any outdoor recreational areas more accessible to all, we invite you to contact us if you have any application not discussed under our brochure or website. We hope that you find our catalog educational and entertaining!



NON WOVEN POLYESTER ROLL OUT MAT

Hotels & Resorts, Counties, Cities, Towns, National & State Parks, other government and non-profit organizations officials, as well as any individual willing to increase accessibility to their beaches should consider providing our ABA / ADA beach compliant AccessMat® system to comply with the Architectural Barriers Act and the Americans with Disabilities Act (ADA) guidelines.



AccessMat® Beach Accessability Mats have been specifically developed for use in permanent or temporary recreation access applications. AccessMat® is a portable and removable rollout access route that can be used in a multitude of applications for individuals of all abilities (pedestrians and wheelchairs access), as well as strollers, and more particularly in beach environments.

AESTHETICALLY PLEASING

Visually attractive, the blue color of the AccessMat® provides a surface that is highly visible, delineating the route to access recreation areas for people with visual impairments, while the brown color perfectly blends into the landscape. AccessMat® can be offered in 3', 5' or 6' width by 33', 50', 75' and 100' length and is available in blue or brown color.

AFFORDABLE

Designed & finished in the United States, starting at \$7.35 per square foot AccessRec LLC provides the most affordable way to create a beach access route. Especially when compared to the costs required in frequent replacement and extensive installation, maintenance or repair of our competitors, AccessMat® is the most economical solution on the market.

COMFORTABLE AND SAFE

Developed specifically for pedestrian traffic, AccessMat® provides the friendliest surface for barefoot beach goers. Wherever a water pervious, enhanced grip walkway access is required AccessMat® Beach Accessibility Mat® is the solution. AccessMat® polyester material provides the safest edges that do not require secondary finishing.

This highly reduces the risk of injury to bare feet or cutting your hands when installing or removing AccessMat®. Our AccessMat®'s cool surface lends to the barefoot users' comfort, especially on those hot, sunny days!



QUICK INSTALLATION & MAINTENANCE

Two people can install a 5' x 100' section in less than 10 minutes.

Minimal maintenance - it can be cleaned by use of a broom, blower, or pressure washer-sand goes through the permeable structure of the mat and does not get stuck under the surface of the mat.

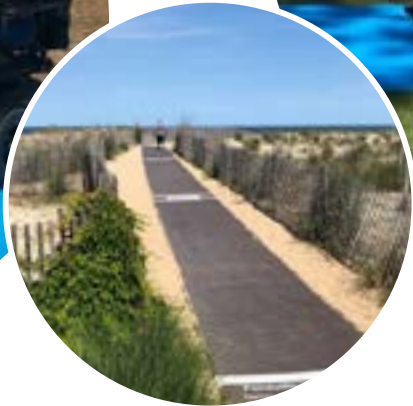
ENVIRONMENTALLY FRIENDLY & RECYCLABLE

This environmentally friendly product is easily installed and removed per environmental regulations. The UV stabilized polyester material is recyclable after use reducing its environmental impact.

DURABLE & LIGHTWEIGHT

AccessMat® will not fray on its edges nor show any kind of wear & tear on the surface during normal use and proper maintenance.

The durability of construction and portability of the product make it the perfect solution for providing accessible beach pathways. Utilizing the benefits of polyester ensures that rigidity and strength are preserved over soft sand surfaces, while the non-woven polyester material is able to contour to undulating surfaces. Weighing only 0.42lbs/sqft AccessMat® can easily be carried by 1-2 people. At the end of the season simply roll back your AccessMat® and store it until the next beach season. Unlike some of our competitors' products, your mat will remain as lightweight as the first time you put it down, as sand does not get stuck under the flat polyester surface. AccessMat® comes with a 2 yrs. warranty



accessmat®
ADA/ABA COMPLIANT BEACH ACCESS SURFACES

Product	Material	Item #	Color	Weight (lbs/sqft)	Dimensions		Roll Weight
					Width (ft)	Length (ft)	
AccessMat®	100% Non-Woven Polyester Roll	AM3 - 33	Blue or Brown	0.42	3	33	42
		AM3 - 50				50	63
		AM3 - 75				75	95
		AM3 - 100				100	126
		AM5 - 33			5	33	68
		AM5 - 50				50	103
		AM5 - 75				75	154
		AM5 - 100				100	205
		AM6 - 33			6	33	80
		AM6 - 50				50	122
		AM6 - 75				75	182
		AM6 - 100				100	243

CONNECTOR & HARDWARE SYSTEM

durable connectors that won't detach under tension - simply insert our innovative plugs and stainless-steel bolts & nuts inside the connector's holes to connect two mats in a seamless manner. Connector & Hardware are 100% barrier free and ADA compliant.



PREMIUM PLASTIC PANELS

AccessDeck™ (AD) is a high quality mat that is engineered to provide ground protection and to facilitate movement for both pedestrian and vehicular traffic across a large range of, otherwise, unstable surfaces (e.g. sand and mud). AccessDeck™ acts as either a temporary or permanent protective pathway, meeting any situational need.



MANUFACTURED TO THE HIGHEST STANDARD

AD is constructed using a high-density polyethylene (HDPE) material recognized for its strength-to-density ratio. This material provides a firm support base and traction for a wide variety of recreational activities; in addition, its chemical and weather resistant capabilities, along with its UV protective additives, help preserve and protect AD from any damage or deterioration caused by outdoor elements.

THE IMPORTANCE OF VERSATILITY

One of the most exciting features of AD is its reversible capability. AD has a unique integrated tread pattern molded onto each side of the plate to serve a multi-purpose solution. This capability is ideal for situations where the need for wheelchair and pedestrian access is present; however, a rugged tread design may, at one point, be desired.

On one side AD™ offers a wheelchair and pedestrian friendly, non-slip tread design to guarantee a safe and comfortable access way while still providing a traction-resistant surface for vehicles and/or equipment.

The second design is our standard rigid surface that offers additional mat traction to the ground, helping to prevent mat slippage or spin out. This design is specific to larger vehicular traffic (i.e. machine equipment and A TVs).



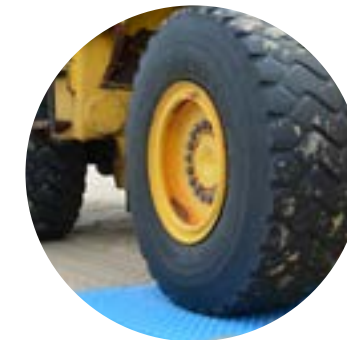


VERSATILE

The dimensions of AD™ make it more manageable and transportable. The installation and removal process is both quick and easy and requires no more than 2 people to complete the job (no tools or machinery necessary!). AD™ consumes less space, it is easier to store and ship and, therefore, the overall cost is less.

VISUALLY APPEALING

AD™ is manufactured in blue and in tan. The blue color of the mat is perfect for standing out while the tan color blends in nicely with its natural surroundings. The blue and tan colored plates are not only aesthetically pleasing to the eye, but integrates well with our beach accessibility roll out matting systems, which we also offer in blue and in brown.



NEW MEASUREMENTS YIELD GREAT BENEFITS

It contains 4 connection holes (one at each corner) and 6 additional holes that allow the panels to be connected in a variety of configurations.

- The standard weight of one panel is 69lbs (31.3kg).
- Each panel has a width and length of 4ft x 6ft.
- It measures 0.5in (12.7mm) in thickness.
- Handles up to 80 tons.
- Connect in a variety of configurations.
- 6 year warranty

ADVANTAGES OF USING THE HDPE MATERIALS



WILL NOT WARP, ROT,
CRACK, OR DELAMINATE

SUSTAINABLE TO
TEMPERATURE EXTREMES



EASY TO MAINTAIN
AND CLEAN

ANTI SLIP
PATTERNS

water wheels®

FLOATING BEACH WHEELCHAIR

ENJOY THE WATER WITH FAMILY & FRIENDS!

WaterWheels® is perfect for all wheelchair users and those with special needs. WaterWheels® is designed to give users the Ideal Outdoor Experience. With the floatable armrests and tires, WaterWheels® easily transports you from the beach to the water! Enjoy the ocean or pool while relaxing in your Waterwheels®

“It is simply the **HIGHEST QUALITY** floating beach chair for the most affordable price”



ENJOY THE COMFORT OF WATERWHEELS®

WaterWheels® is designed with our customers in mind. The wheelchair provides users with long lasting comfort so they can relax, recline and enjoy the outdoors !

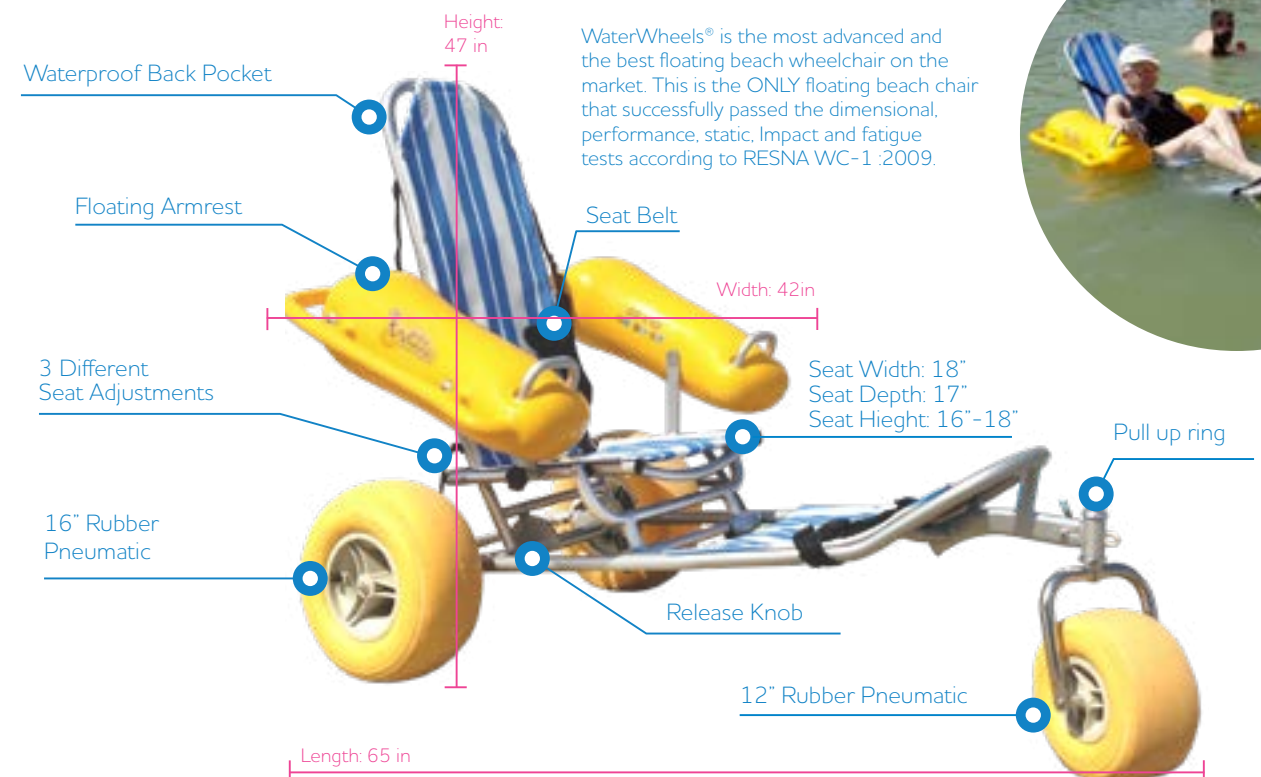
The disabled community can now enjoy the beach, ocean, lake, water-park & poolside with the reliability & comfort of Waterwheels®

COMFORTABLY MOVE FROM PLACE TO PLACE

WaterWheels® is a three-wheeled buggy that is designed such that the user remains in a reclined position in an ergonomic chair. The Waterwheels® seat has 3 positions, one to transition the user to the chair and two to recline the chair. These are adjusted by pulling a chain on the back for use and floating.

CONVENIENTLY STORE & TRANSPORT YOUR WATERWHEELS®

WaterWheels® is composed of 6 different parts: the frame, 2 armrests and 3 big wheels, and is easily assembled and disassembled in a matter of minutes without any tools! The wheelchair folds to allow you to conveniently transport in any vehicle or store until your next use!





INTRODUCING TERRAWHEELS®!

TerraWheels® is an all-terrain wheelchair designed to provide easier access to all ground surfaces. It safely provides wheelchair users with transportation across areas where a conventional wheelchair becomes unmanageable. TerraWheels® is the ultimate solution for wheelchair users to access beaches, pools, parks, water parks, forest trails, grass, turf, gravel and snow-covered terrains.

It is simply the most
VERSATILE & STURDIEST
all-terrain wheelchair for
all experiences at the most
affordable price!

ENJOY THE OUTDOORS WITH FAMILY & FRIENDS!

TerraWheels® is designed to maximize your Outdoor Experience. TerraWheels® gives everyone the opportunity to enjoy all outdoor activities to their full ability! AccessRec, LLC created TerraWheels® with the goal to provide the most versatile options for wheelchair users to experience the outdoors, beyond the beach!

DURABILITY & COMFORT OF TERRAWHEELS®

TerraWheels® frames are manufactured of aluminum and stainless steel, while our wheels are made of rubber. TerraWheels® features two rear swivel wheels which allow for easier mobility on any surface. TerraWheels® comes with brakes so that users are safe and secure while stationary. To maximize comfort for users, our product offers three options for reclining, a wide seating space and a footrest.

It is simply the most versatile & sturdiest all-terrain wheelchair for all experiences at the most affordable price!

EASY TRANSPORTATION AND STORAGE

TerraWheels® can fold to easily transport and store in small spaces. It is easy to assemble & disassemble without any tools.

BENEFITS OF TERRAWHEELS®

- Rear wheel brake system
- Rubber wheels (easy to repair as opposed to grey PVC wheels)
- Aesthetically pleasing (colorful fabric and armrest) and wide back pocket
- Accommodates weight up to 300lbs.
- Back seat reclines & folds
- Comfortable frame with widest seating capacity
- Easy to push and maneuver through challenging terrain and spaces.



FITS THROUGH ALL STANDARD DOOR OPENINGS

Product Ref.: TW-4
Weight capacity: 300lbs



WETMAT® I: OUTDOOR LEISURE MATS

WetMat® I is a general purpose, slip-resistant mat that provides safety and enhanced comfort to all users. As an economical solution to versatile areas that are prone to water exposure, WetMat® I is effective where users are either barefoot or wearing shoes. WetMat's slip-resistant material makes it the ideal addition to increase safety around playgrounds, boardwalks & walkways, small craft boat launches, etc. Its lightweight material makes it ideal for easy installation and cleaning. WetMat® I can also be used to provide walkways in outdoor terrains that may experience moisture. As a general-purpose matting solution, WetMat® I can be applied to dirt, snow, mulch, concrete and wooden boardwalk as well as turf to add safety in outdoor spaces.



BENEFITS

- Excellent hygiene
- Easy to cut on site
- Quick to install
- Countours to uneven surfaces
- Certified slip resistant
- UV resistant
- Excellent drainage

WETMAT® II: BAREFOOT AND AQUATIC RECREATION MATS

The ultimate sports and leisure matting for use in wet areas where barefoot traffic is extensive. Made from strong, non-porous PVC with channeled underbars, WetMat® II will automatically self-drain even the largest amounts of water. It is therefore perfect to dissipate a splash while installed around showers, swimming pools, saunas, hot tub and other wet areas.



WETMAT® III: HEAVY DUTY STABILIZATION MATTING

WetMat® III is a rugged version of WETMAT® I is a durable heavy-duty matting solution that increases safety and productivity once installed. This slip-resistant matting solution improves work environments in wide ranging recreational, commercial and industrial applications. This mat is intended to increase surface stabilization on any type of terrain, from pedestrian to medium weight vehicles. WetMat® III is ideal for boat launches, boat ramps and any other areas where ground stabilization & safety is needed.



wetmat® SPECIFICATIONS						
Product	Material	Color	Dimensons		Thickness (inches)	Roll Weight (Lbs)
			Width (ft)	Length (ft)		
WetMat I®	Non Porous PVC	Brown Beige Black Blue	3	33	3/8	93
			4	33		124
WetMat II®			3	33	3/8	106
			4	33		141
WetMat III®			5	33	5/8	152
			6	33		203

ACCESSORIES

- CONNECTOR CLIPS
dual purpose, for joining sections of matting together side to side or end to end. Supplied in packs of 10.
- CONNECTOR CLIP
side to end, for joining sections of matting together side to end. Supplied in packs of 10.
- U-PINS
6.7" long x 2.75" wide steel staples used to anchor WetMat® into soft terrain.



GRASS MOBILITY / ACCESSIBILITY MATS

GRASSMAT® is a heavy-duty rollout matting system used to protect, reinforce and stabilize grassed areas and soft ground such as sand, soil, snow, woodchip, mulch, etc. Installed directly onto existing surfaces, GRASSMAT® is a cost-effective solution for a fast and efficient reinforcement and protection of field events, parking lots, pedestrian & wheelchair paths, emergency vehicles access routes and even light aircraft taxiways, etc. Its applications are endless. GRASSMAT® provides safety over any terrain prone to becoming muddy due to continuous vehicular or pedestrian traffic. Its unique oscillated mesh structure improves slip resistance and traction by up to 97% compared to standard straight oriented meshes. It also allows grass to grow through the mesh holes making it practically invisible after only one week. GRASSMAT® is the best solution to keeping grass healthy while providing a safer pathway to pedestrians, vehicles, wheelchair users and others that need an assisted access route.

GrassMat® is supplied in rolls of 3.28' or 6.56' wide by 32.8' or 65.6' long, in thickness of 0.55".



GRASSMAT® is manufactured from recycled and UV stabilized HDPE and is fully recyclable.(content minimum 20% recycled polymer).



A COST-EFFECTIVE SOLUTION FOR:

- Pedestrian & Wheelchair paths - (ADA/ABA compliant routes)
- Temporary accessible routes to polling places
- Temporary sidewalks during construction
- Grass car parking areas
- Temporary & permanent paths to outdoor venues
- Front lawn pathway & parking
- Light aircraft taxiways
- Equestrian surfaces
- Caravan park access and caravan bays

IS GRASSMAT® RIGHT FOR YOU?

- Temporary or permanent matting applications
- Fast and cost-effective installation with no soil removal necessary
- Slip-resistant pathway
- Aesthetic matting solution as grass grows through mesh
- A High level of reinforcement and protection to high traffic areas (up to 8 tons per axle (imposed load)

ALSO AVAILABLE

with GrassMat® are anchoring devices such as steel U-pins (supplied by qty of 50 units by 6.7" long x 2.75 wide) and plastic spikes (supplied by Qty 50 units by 8" long). Two straps are supplied per roll for storage and transport.





PVC CHAIRS
Our four chairs are made of durable PVC construction and non-corrosive wheels.



HIPPOCAMPE®
A high-end quality aluminum and stainless steel beach and All-Terrain chair.



MR. BOARDWALK®
A roll out wooden walkway system made of Trex® or Teak lpe. Offered in 3' to 6' wide walkway.

 ADA/ABA COMPLIANT BEACH & GROUND ACCESS SURFACES							
Product	Material	Item #	Color	Weight (lbs/sqft)	Dimensions Width (ft) Length (ft)		Weight (lbs)
AccessDeck®	HDPE Panel	AD-4x6	Blue or Tan	2.87	4	6	69
AccessMat®	100% Non-Woven Polyester Roll	AM3 - 33	Blue or Brown	0.42	3	33	42
		AM3 - 50				50	63
		AM3 - 75				75	95
		AM3 - 100				100	126
		AM5 - 33			5	33	68
		AM5 - 50				50	103
		AM5 - 75				75	154
		AM5 - 100				100	205
		AM6 - 33			6	33	80
		AM6 - 50				50	122
		AM6 - 75				75	182
		AM6 - 100				100	243
Duradeck 2®	HDPE Panel	DD2	Tan or White	2.68	4	8	86
Mr. Boardwalk®	Trex	MBT	Gray or Brown	4.58	5	50	1145
	Polymer Roll	MBTI	Brown	3.6	5	50	900
PathMat®	Polymer Roll	Path001	Blue	0.57	5	33	125
GrassMat®	Oscillated HDPE	GM3.3-33	Green	0.41	3.3	33	45
		GM3.3-66				66	89
		GM6.6-33			6.6	33	89
		GM6.6-66				66	179
WJMat® Grade I	PVC	WJM3-33	Beige, Blue, Brown	0.94	3	33	93
WJM4-33		4			33	124	
WJMat® Grade II		WJMII3-33		1.07	3	33	106
WJMII4-33		4			33	141	
WJMat® Grade III		WJMIII3-33		1.54	3	33	152
WJMIII4-33		4			33	203	
OUTDOOR WHEELCHAIRS							
Product	Item #		Description				Weight Cap (lbs/sqft)
WaterWheels®	BW-150		Floating beach & Pool Chair Aluminum & Stainless Steel				300
Hippocampe®	HIPPO		All Terrain WheelChair Aluminum & Stainless Steel				250
PVC Beach Chair®	PVCBW-4		PVC Beach Wheelchair 4 Big PVC rubber/wheels "Wheeleez"				250
	PVCBW-2		PVC Beach Wheelchair Swivel Rear PVC wheels/tires "Wheeleez"				250
	PVCYEL-4		PVC Beach Wheelchair 4 big yellow rubber wheels/tires "Sunny"				250
	PVCYEL-2		PVC Beach Wheelchair Swivel rear rubber wheels/tires "Sunny"				250
TerraWheels®	TW-4		All Terrain Aluminum & Stainless Steel Wheelchair Swivel rear rubber wheels/tires "Sunny"				300



OUR HISTORY

58 YEARS OF EXPERIENCE

AccessRec LLC is an American family owned business founded by Sebastien Ragon, his wife, Kristen and John Rafanello in Clifton, NJ. The development of AccessRec LLC was truly inspired by both Sebastien and Kristen's passion for leisure and recreational activities, as a holistic approach for healthy living. Together, they formed AccessRec LLC, with the mission of providing safe, effective access to recreational opportunities for individuals of all abilities. From ground accessibility matting systems to wheelchairs, AccessRec LLC offers a wide range of products to improve safe inclusion to recreation.

Let us assist you in making your areas more accessible for ALL by joining ACCESSREC LLC community!



ABOUT THE OWNER

SEBASTIEN RAGON

Sebastien has over a decade of experience in the water-based access industry. His expertise includes negotiating and collaborating with city officials, park managers, other government and non-profit organizations, as well as individuals, in the acquisition process to close deals ranging from \$1,000 to \$3.5 million dollars. His strong ethical approach of confronting any challenge continues to make him a great partner with distributors, agents, contractors and governmental clients. He prides himself on innovative thinking which has resulted in improving and creating new products nationally, as well as internationally. Sebastien has participated in several hearings with the U.S. Access Board and the American Shore & Beach Preservation Association to discuss and establish ADA beach access routes. His expertise, experience and sensitivity were invaluable in assessing the need for ADA guidelines which mandates access to beaches for all. Sebastien has also participated in numerous conferences, trade shows and trainings such as the ADA Symposium, National Recreation & Parks Association (NRPA), American Shore & Beach Preservation Association (ASBPA), to stay in the forefront of the Accessibility and Recreation Industries. Sebastien is always ready to roll up his sleeves to help clients with installations or to demonstrate the superior quality of AccessRec products. He values the feedback of clients first hand by being available in the field to assess immediate and future needs. Although, Sebastien began his work improving access for ALL in 2004, his personal experience of rehabilitating from a stroke in 2013, further sealed both his and Kristen's commitment to therapeutic recreation and availability. Sebastien proudly attributes his recovery to his characteristic perseverance and hard work, and undeniably, Kristen's dedication and support. This successful teamwork is reflected in their work ethic, creating the foundation of AccessRec LLC.

NEW JERSEY WIRE CLOTH COMPANY INC.

JOHN RAFANELLO

John has an extensive experience in the polyester matting Industry. John took over the family business, NJWC, originally established in 1959. John and Seb have been partnering to manufacture AccessMat®, the world's best ADA compliant beach access mats! John's customer service is unmatched and his final product is always backed with satisfaction guaranteed.



ACCESSREC, LLC - US HEADQUARTER

55 Park Slope | Clifton, New Jersey 07011 USA

Office: +1 973-955-0514 - Fax: +1 201-624-7007

Email: sales@AccessRec.com - **Web:** www.AccessRec.com



FIND US ON FACEBOOK!

www.facebook.com/AccessRecLLC

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Water Treatment Plant Rapid Mixer Replacement for \$10,400

DATE: May 20, 2019

BACKGROUND:

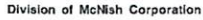
The Water Treatment Plant rapid mixer has been out of service the last couple of years. It has been rebuilt numerous times by Staff but we are no longer able to acquire parts. In the spring of 2019, a Water System Sanitary Survey was completed by the Department of Environmental Quality and one of the recommendations was to have this equipment operational (see attached R4.) Walker Process Equipment provided a quote for the customized mixer at \$10,400 which is within budget.

RECOMMENDATION:

Motion to approve the purchase of a ready mixer from Walker Process Equipment for \$10,400.

ATTACHMENTS:

- ▣ Proposal



840 N RUSSELL AVE
AURORA IL 60506
www.walker-proess.com

Phone: 630-892-7921

Item	Quantity	Description	Unit Price	TOTAL	Shipment
A	1	Model FDS-075 Mixer		\$ 10,400.00	8 - 10
Prices will be held for acceptance for 15 days from quotation.				\$ 10,400.00	

Payment Net 30 days from date of invoice.

Bruhans-Sharpe fixed mounting mixer, 3/4 Hp, type FDS-075 with 6" mounting flange, 1750 rpm - direct driven. Includes 3/4 Hp motor 360/480V motor NEMA Design B, TEFC with Class B insulation and with sealed conduit box. Packed
 Stuffing box complete with packing rings, lantern ring, split follower, grease fitting and all necessary parts. Supply
 includes 1 1/4" diameter type 316 stainless steel shaft complete with two (2) 4 1/2" diameter x 4 1/2" pitch propellers. 6 7/8" from
 mounting flange face to center of downward flow propeller and 11 7/8" from mounting flange face to center of upward flow
 propeller. Shop wired for 480v. IOM as required with parts list.

- R4. Adequate rapid mixing is a vital component of effective treatment, in particular when practicing direct filtration (i.e. treatment without settling of solids). The water plant has two mixers available for use, which is required for redundancy. The City has historically relied upon the static mixer as it requires less maintenance. It is vital to maintain adequate mixing for the coagulant chemical, which appears more predictable with the active mixer. Both mixers must be kept operational for redundancy.
- R5. A reliability study, completed in 2015, focused on the water treatment facility, which was initially constructed in 1986 along with a raw water intake. Many of the recommendations of this report have been implemented, yet many remain to be implemented. The primary project focus should be on isolation and inspection of the filters and replacement of the media. At that time, a full inspection of the filters must also be completed (i.e. coatings, structural, underdrains, etc.). Additional recommended improvements such as electrical gear upgrades and flocculation tank maintenance must be prioritized by implementing the principles of asset management and incorporated into the capital improvements plan.
- R6. The City's treatment is classified as direct filtration and is designed to match an excellent incoming water quality provided by the buried intake. The City should take steps to continually monitor the headloss through the intake and conduct periodic visual inspections with divers. In addition, a contingency plan should be developed to address an unexpected loss of the buried intake.

Please submit a plan to address the above items no later than April 27, 2019.

We anticipate and appreciate your cooperation in addressing these findings. If you have any questions regarding this sanitary survey, please contact me by telephone at 616-307-0261; by e-mail at sarkipatoe@michigan.gov; or DEQ-DWMAD, 350 Ottawa Avenue NW, Unit 10, Grand Rapids, Michigan 49506.

Sincerely,



Ernie Sarkipato, P.E.,
Surface Water Treatment Specialist
Drinking Water and Municipal Assistance Division

Enclosure

cc: Charlevoix County Health Department
cc/enc: Ms. Shelley Mayer, City of Charlevoix Water Treatment Plant Superintendent
Mr. Pat Elliott, City of Charlevoix Public Works Superintendent
Mr. Mike Bolf, DEQ-DWMAD, Engineering Unit Supervisor (via email)
Mr. Robert Weir, DEQ-DWMAD, District Engineer (via email)

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: EMS Incarceration Policy

DATE: May 20, 2019

BACKGROUND:

Medicare/Medicaid administrative rules requires that we have an established administrative order or policy for EMS billing to cover any patients that may be incarcerated by any form of law enforcement. This agreement will also outline the billing and payment responsibility for any facilities, in this case the Charlevoix County Jail, in which we may treat and/or transport patients.

RECOMMENDATION:

Motion to approve the Administrative order regarding Medical Treatment of Confined Persons.

ATTACHMENTS:

- ▣ Incarceration Policy



Charlevoix EMS

City of Charlevoix

210 State Street

Charlevoix, MI 49720

231-547-3279

Administrative Order

Medical Treatment of Confined Persons

Any person held in custody, confined, or incarcerated by the City of Charlevoix Police Department, Charlevoix County Sheriff's Department, or Michigan State Police, including but not limited to:

• Under Arrest • Incarcerated • Imprisoned • Escaped from confinement • Under supervised release • On medical furlough • Required to reside in a mental health facility or halfway house • Living under home detention • Confined completely or partially in any way under a penal statute or rule

Shall be solely responsible for the payment of any medical services rendered to, and received by, that person during the course of his or her confinement with the community, or at the communities discretion or court of competent jurisdiction, including, without limitation, transportation to and from a medical facility and any treatment deemed necessary by a treating physician, whether or not requested by the person; and shall be required to reimburse the EMS, in full, for any fees or charges incurred for such service, if not paid directly to a medical provider by the prisoner or his or her insurance carrier.

This administrative order shall not apply to those individuals who are imprisoned or incarcerated at the Charlevoix County Corrections facility located in Charlevoix as these charges are paid by the facility direct to the provider. The current rate structure being used for billing is the published Medicare Rates, Locality O1. The rate schedule listed below shall be used for the services rendered.



Medicare Rates 2019 - MI

		Carrier 08202			
		Locality	Locality		
		O1	99	MI	
				Medicaid	
A0425	Mileage (BLS/ALS)	\$7.55	\$7.55	\$3.27	A0425
A0426	ALS Base Rate	\$279.24	\$265.45	\$191.88	A0426
A0427	ALS Emergency Base Rate	\$442.13	\$420.30	\$191.88	A0427
A0428	BLS Base Rate	\$232.70	\$221.21	\$105.32	A0428
A0429	BLS Emergency Base Rate	\$372.32	\$353.94	\$105.32	A0429
A0433	ALS 2 Base Rate	\$639.93	\$608.33	\$191.88	A0433
A0434	SCT Base Rate	\$756.28	\$718.94	NA	A0434

Signed, Charlevoix County Jail

Signed, City of Charlevoix

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: EMS Hardship Policy

DATE: May 20, 2019

BACKGROUND:

This policy is intended to establish criteria to determine the appropriateness of waiving or lowering co-pays, co-insurance, and/or deductible amounts and to assure that any such waivers or reduced payments that may occur are authorized by this policy. This policy will also ensure that the City of Charlevoix EMS applies uniformity in the allowance for such reductions in the event of a declared or honored hardship.

RECOMMENDATION:

Motion to approve the EMS Hardship Policy for EMS billing.

ATTACHMENTS:

- ▣ EMS Hardship Policy

City of Charlevoix EMS; Hardship Policy for EMS Billing

Hardship Policy Effective Date: June 1, 2019

Purpose:

This policy is intended to establish criteria to determine the appropriateness of waiving or lowering co-pays, co-insurance, and/or deductible amounts and to assure that any such waivers or reduced payments that may occur are authorized by this policy.

Policy:

Our practice will not waive or discount out-of-pocket amounts, and/or deductibles and/or coinsurance unless authorized by this policy.

Guidelines: 1. Waiver Policy It is the policy of this practice to bill all applicable out-of-pocket amounts and to make reasonable efforts to collect such amounts in accordance with our collection practices and procedures. However, if we determine that the patient's financial situation meets the criteria in this policy and that a patient is financially unable to pay any out-of-pocket amounts, our practice may waive or lower such amounts. 2. Other Policies Under no circumstance will our practice engage in any of the following practices with respect to the waiver or lowering of co-insurance and/or deductibles: a. Waive or lower co-insurance and deductibles that do not meet the requirements outlined in our policy. b. Advertise, or in any way communicate to the general public that payments from private insurance, Medicare or Medicaid will be accepted as payment in full for health care services provided by our practice, or advertise or otherwise communicate to our patients or to the general public that patients will incur no out-of-pocket expenses. c. Routinely use financial hardship forms which state that the patient is unable to pay co-insurance and deductible amounts. d. Charge Medicare beneficiaries or private insurance beneficiary's different amounts than those charged to other persons for similar services. e. Fail to collect co-insurance and deductibles from a specific group of patients for reasons unrelated to indigence or managed care contracting, (to obtain referrals

or to induce patients to seek care in my practice vs. another provider's practice who does not waive co-pays and/or deductibles). f. Accept "insurance only" or TWIP (take what insurance pays) as payment in full for services. g. Fail to make a reasonable collection effort to collect a patient's balance. 3.

Determinations of Financial Need a. Decisions to waive or reduce any co-insurance and/or deductible amounts owed by a patient will be made on a case-by-case basis. To ensure that decisions to waive or reduce co-insurance and/or deductible amounts are documented and based upon uniform objective criteria, each patient who desires a waiver or reduction of any co-insurance and/or deductible amount must complete the attached confidential Financial Worksheet and submit the completed worksheet together with a copy of the responsible party's most recent W2 form or most recent federal tax return. The information on this worksheet will be compared to our policies to determine eligibility for waivers or lower payments. b. Decisions to waive or lower co-insurance and/or deductible amounts are based upon financial information supplied by the patient in the Financial Worksheet and the W2 and/or federal return. c. Our practice reserves the right to modify the criteria considered for a waiver or payment reduction without notice. d. Our practice reserves the right to decline to grant waivers or payment reductions to patients without explanation. 4. Criteria considered to determine financial

hardship a. Patient’s or family’s income in relationship to 200% of the National Poverty Level i. 100% waiver of all deductibles and co-pays if family income is equal to or less than 200% of the National Poverty level. b. Patient’s or family’s discretionary income (total monthly income less total monthly expenses) i. Payment plans will be established for patients whose discretionary income meets the following schedule:

Monthly Discretionary Income	Monthly Payment Plan
\$0-\$350	\$25.00
\$351-\$450	\$35.00
\$451-\$500	\$50.00

Charlevoix EMS

210 State Street

Charlevoix, MI 49720

(231) 547-3260

Patient Name: Doe, John [Date]

xxxx Allen Rd

Trenton, MI 48183

Date of Service: xx/xx/xxxx

Account Number: xx-xxxxxx

Thank you for contacting us regarding your current financial situation. We understand that this may be a difficult time for you financially and bills may be overwhelming. However, being that monthly payments are not an option for you and other efforts have been exhausted, we now request that you submit proof of hardship to be reviewed by the provider listed above. Please submit the documentation listed below within 10 business days with the understanding that your account will not be placed on hold until the requested documentation is received.

If you would like to apply for financial hardship on your account(s) for services provided to you, the following documentation is required for consideration: 1. A copy of your income tax return from the last calendar year 2. Three of your most recent bank statements 3. Three of your most recent payroll stubs 4. A detailed letter explaining your financial situation. Please include a valid phone number where you can be reached 5. A copy of your ambulance bill(s) you would like the hardship applied to if approved 6. If you have applied for charity assistance through another entity (such as the hospital), please send a copy of their decision

Please understand that sending this information in does not guarantee that you will be approved for hardship. If you have any questions or concerns, you may contact our customer service department at the number provided above and a billing representative will be happy to assist you.

Thank you.

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Revised MERS Health Care Savings Program Participation Agreement - Gerard Doan

DATE: May 20, 2019

BACKGROUND:

Gerard Doan would like to change what he currently contributes to his Health Care Savings Plan with MERS. He currently contributes \$50 per pay and would like to change this amount to \$100 per pay. We have made the requested changes per Gerard Doan and have attached the form for your review and approval. This change has no affect on costs for us as the employer.

RECOMMENDATION:

Motion to approve the revised MERS Health Care Savings Program Participation Agreement for Gerard Doan.

ATTACHMENTS:

- ▣ Revised MERS Health Care Savings Program Participation Agreement - Gerard Doan 5-20-19

MERS Health Care Savings Program Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

www.mersofmich.com

I. PARTICIPATING EMPLOYER

Employer Name: _____
(Name of municipality or court)

Municipality Number: _____ **Division Number:** _____

II. EFFECTIVE DATE

1. If this is the initial Participation Agreement relating to the MERS Health Care Savings Program for this covered group, the effective date of the program here adopted shall be:

(Date)

2. If this is an amendment and restatement of an existing Participation Agreement relating to the MERS Health Care Savings Program for this covered group, the effective date of this amendment and restatement shall be effective: _____.

(Date)

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

III. COVERED EMPLOYEE GROUPS

A participating Employer may cover all of its employee groups, bargaining units or personnel/ employee classifications ("Covered Group"), in Health Care Savings Program. **Contributions shall be made on the same basis within each Covered Group identified by this agreement, and remitted as directed by the Program Administrator.** If the Employer has varying coverage or contribution structures between groups, a separate agreement will need to be completed for each covered group. This agreement encompasses the following group(s):

(Name/s of HCSP covered group/s)

IV. ELIGIBLE EMPLOYEES

Only Employees of a "municipality" may be covered by the Health Care Savings Program Participation Agreement. Independent contractors may not participate in the Health Care Savings Program.

The Employer shall provide MERS with the name, address, Social Security Number, and date of birth for each Eligible Employee, as defined by the Participation Agreement.

V. EMPLOYER CONTRIBUTIONS TO THE HEALTH CARE SAVINGS PROGRAM

The Participating Employer hereby elects to make contributions to the Trust. Contributions shall be made on the same basis within each Covered Group specified in this agreement, and remitted to MERS as directed by the Employer, to be credited to the individual accounts of Eligible Employees as follows (next page):

MERS Health Care Savings Program Participation Agreement

Check one or more (A or B, C and/or D):

- A. ☐ **Employer Contributions for Retirees / Former Employees.** Employer contributions may be made according to any frequency. Identify below the contribution formula or amount that will apply to all in this covered group. *Note: If this contribution is selected, Sections B, C, and D do not apply.*

Contribution structure (specify): _____

For active employees, please check one or more below (B, C, and/or D).

- B. ☐ **Basic Employer (Before-Tax) Contributions.** Before-tax employer contributions may be made as a percentage of salary and/or by a specified dollar amount. Identify below the basic employer contribution formula to be applied to the covered groups within the Health Care Savings Program identified in this agreement.

Contribution structure (specify):

--

Vesting Cycle For Basic Employer Contributions Only. The employer contributions identified in this Participation Agreement are subject to the following vesting cycle.

- ☐ Immediate Vesting upon Participation
- ☐ Cliff Vesting: The participant is 100% vested upon _____ year(s).
(Stated years)
- ☐ Graded Vesting Percentage per year of service: Employers can select the percentage of vesting with the corresponding years of service:

Years of Service	Percent Vested
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	100%

FORFEITURE PROVISION. Upon separation from service with the Employer prior to meeting the required vesting schedule set out above or in the event a Participant dies without Dependent(s) and/or a named Beneficiary, a Participant's account assets shall:

Check only one:

- ☐ Remain in the HCSP sub-trust to be reallocated among all Plan participants equally
- ☐ Remain in the HCSP sub-trust to be used to offset future Employer Contributions
- ☐ Be transferred to the Retiree Health Funding Vehicle ("RHFV")

MERS Health Care Savings Program Participation Agreement

- C. ☐ **Mandatory Salary Reduction (Before-Tax) Contributions.** Before-tax Employer Contributions to the Health Care Savings Program Sub-Trust shall be made that represent a mandatory salary reduction resulting from collective bargaining or the establishment of a personnel policy. These reductions may be made as a percentage of salary or a specific dollar amount.

Contribution structure (specify):

--

- D. ☐ **Mandatory Leave Conversion (Before-Tax) Contributions.** Before-tax Employer Contributions to the Health Care Savings Program Sub-Trust shall be made that represent a mandatory conversion of accrued leave including, but not limited to vacation, holiday, sick leave, or severance amounts otherwise paid out, to a cash contribution. These contributions may be calculated as a percentage of accrued leave or a specific dollar amount representing the accrued leave. Leave conversions may be made on an annual basis or at separation from service, or at such other time as the Employer indicates. *(Note: The leave conversion program shall not permit employees the option of receiving cash in lieu of the employer contribution.)*

Check one or more:

- ☐ As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.
- ☐ As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.
- ☐ As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.
- ☐ As of _____, _____ % of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.

MERS Health Care Savings Program Participation Agreement

Post-Tax Employee Contributions. Post-tax Employee Contributions made by Eligible Employees within the Covered Group(s) shall be remitted as directed by the Program Administrator, to be credited to the individual accounts of Eligible Employees. All Employee Contributions must be remitted to MERS along with the Participation Report.

VI. MODIFICATION OF THE TERMS OF THE PARTICIPATION AGREEMENT

If a Participating Employer desires to amend any of its previous elections contained in this Participation Agreement, including attachments, the Governing Body by official action must adopt a new Participation Agreement and forward it to the Board for approval. The amendment of the new Participation Agreement is not effective until approved by the Board and other procedures required by the Trust Agreement and Plan Document have been implemented.

VII. STATE LAW

To the extent not preempted by federal law, this agreement shall be interpreted in accordance with Michigan law.

VIII. TERMINATION OF THE PARTICIPATION AGREEMENT

This Participation Agreement may be terminated only in accordance with the Trust Agreement.

IX. EXECUTION BY GOVERNING BODY OF MUNICIPALITY

The foregoing Participation Agreement is hereby adopted and approved on the ____ day of _____, 20____ at the official meeting held by _____.
(Name of approving employer)

Authorized Signature: _____

Name: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____

(Authorized MERS signatory)

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: City Hall & Public Safety Building Security- Par Plan Risk Reduction Grant Program Application

DATE: May 20, 2019

BACKGROUND:

There are limitations in the security system currently in place in City Hall and our Public Safety Facilities. We've worked with appropriate vendors on a proposal to improve this. We are requesting a \$5,000 grant from the City's insurance company to help cover the nearly \$25,000 cost. The grant application needs to be submitted by May 31, 2019.

RECOMMENDATION:

Motion to approve the grant application to the Michigan Township Participating Plan for \$5000 to be used for a new surveillance system.

ATTACHMENTS:

- ▣ Resolution

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-05-06
City Hall and Public Safety Building Surveillance System

- WHEREAS,** the City of Charlevoix wishes to install a surveillance system within City Hall and Public Safety Building; and
- WHEREAS,** the installation of the surveillance system will be funded partly through The Michigan Township Participating Plan Risk Reduction Grant Program; and
- WHEREAS,** the City of Charlevoix has sought and received bids for the proposed installation of a surveillance system and has received a bid in the amount of \$24,468 from the Feyen-Zylstra Company; and
- WHEREAS,** the City's Information Technologies contractor, Gordon Compton, has recommended awarding the proposed installation project to this company.

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix tentatively awards the contract for installation of a new surveillance system in City Hall and Public Safety Building to the Feyen-Zylstra Company, contingent upon successful grant funds with the Michigan Township Participating Plan Risk Reduction Grant Program.

RESOLVED this 20th day of May, 2019 A.D.

Resolution was adopted by the following yea and nay vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

Consent Agenda

TITLE: Paddle Sport Rental Agreement

DATE: May 20, 2019

BACKGROUND:

The City of Charlevoix issued an RFP requesting proposals to provide non-motorized boat and watercraft rentals for Michigan Beach, Depot Beach, and Ferry Beach. We received one proposal from one of our current vendors Schulman Paddleworks. Schulman Paddleworks has provided kayak and paddle board rentals at Depot Beach for the past 7 seasons. Schulman Paddlesworks would like to rent kayaks and paddle boards at all three beach locations. They have proposed paying the City revenue of \$100 per month (June through August).

Highlights

- Annual revenue will be \$900, an Increase from \$300
- Vendor will be providing monthly Sales Reports
- Vendor will operate 6 days a week, 11 AM-5 PM, May 20-September 5
- Vendor will have an onsite van, trailer, and chairs. The Recreation Department will work with vendor to identify location.
- Rental cost will vary from \$25-\$35 an hour.
- Vendor will provide all insurance
- Vendor will pay all business license fees with the City

RECOMMENDATION:

Motion to accept the proposal from Schulman Paddleworks to provide kayak and paddle board rental services at Ferry, Depot, and Michigan Beaches and authorize the City Manager to sign an agreement with the Vendor.

ATTACHMENTS:

- ▣ Schulman Proposal
- ▣ Agreement

RFP NON-MOTORIZED BOAT RENTAL FOR CITY BEACHES

1. Schulman Paddleworks LLC. requests the opportunity to rent kayaks, and stand up paddleboards at Depot, Ferry, and Michigan beaches. Schulman Paddleworks will take responsibility for providing PFD's, paddles and all boats at each location. Paddleworks will hire and oversee all staff at each location. Scheduling will be handled at the retail location of Schulman Paddleworks, 204 Bridge St., Charlevoix.
2. Schulman Paddleworks has been renting stand up paddleboards and kayaks at Depot Beach for 7 seasons. Our background evolved from directing Camp Sea-Gull on Lake Chalevoix for many decades. Bill and Jack Schulman are the owners of Paddleworks and bring years of lifesaving, managing, and directing watercraft activities.
3. Paddleworks employs people with wilderness tripping, lifesaving, and watercraft operations. Their knowledge of wind and weather allows us to make prudent choices when renting watercraft to customers.
4. All employees will be trained by Bill and Jack Schulman, both certified lifeguard trainers. Schulman Paddleworks, 204 Bridge St., Charlevoix, MI. 49720
231-675-8542
5. Schulman Paddleworks will maintain the site perfectly with no foreseeable improvements needed.
6. Schulman Paddleworks plans on operating 6 days per week 11-5 pm. May 20-Sept. 5.
7. Schulman Paddleworks will have an on site van, trailer and chairs at various locations depending on need.
8. Paddleworks will provide stand up boards, single kayaks, and double kayaks. Cost ranges between \$25-\$35 for two hours. Includes paddle and PFD.
9. We do not provide guided tours or adventure programming at this time.
10. We do not provide any retail items at each location for sale.
11. Life preservers and boats are cleaned with biodegradable detergent on a regular basis. Boats are drained before each usage and inspected for any damage.
12. License fees will be paid with accordance to city policy.
13. Schulman Paddleworks carries a 1 million dollar insurance policy for rentals with Charlevoix Insurance Agency

Thanks for your consideration.

Bill Schulman-231-675-8542

CONCESSION AGREEMENT

AGREEMENT is made this _____ day of _____, 2019 between the CITY OF CHARLEVOIX, a Michigan municipal corporation (the "City"), of 210 State Street, Charlevoix, Michigan 49720, and Schulman Paddleworks LLC ("Concessionaire") 204 Bridge Street, Charlevoix, Michigan 49720 as follows:

In consideration of Concessionaire's payment to the City of \$100 Business License fee at the time of signing this agreement, the City grants to Concessionaire the privilege and right of conducting concession sales on the grounds of Lake Michigan Beach, Depot Beach, and Ferry Beach. The Concessionaire shall pay the City \$300, on the dates of June 15th, July 15th and August 15th. No other business is to be performed on the premises. Concessionaire shall send a detailed sales report, which shall include the previous month's amount of concession/rental sales on the 15th day of the following month.

1. The space presently set aside for kayak and paddleboard rentals at the venue mentioned above is not being leased to the Concessionaire. The Concessionaire is a licensee and not a lessee thereof. The Concessionaire's shall comply with all of the requirements of this Agreement. If the Concessionaire defaults in strict and prompt performance of any portion of this Agreement, in lieu of terminating this Agreement without cause upon 7 days notice as described below, the City may immediately or at any time after such default close up and take possession of said area designated for and presently utilized for concession sales at said beach and any improvements made thereon, and the license to Concessionaire shall be forfeited together with all privileges to occupy or use any part of said area.
2. Concessionaire shall have no authority whatsoever, nor any power to permit any other person or party to have any interest in or use any part of the premises, building space, or space covered by this concession for any purpose whatsoever. It is the purpose of this Agreement to grant said concession and privilege solely to the Concessionaire and neither directly nor indirectly to any other person or party.
3. Concessionaire shall supply and have ready for rent sufficient quantities of non motorized watercraft, specifically kayaks and paddleboards, to satisfy the demands of the patrons at the venue mentioned previously. Hours of Operation will be mutually agreed upon between the Recreation Director on behalf of the City and the Concessionaire within the parameters as follows below:

LAKE MICHIGAN BEACH: beginning no earlier than Friday, May 25, 2018 and ending no later than Monday, September 30, 2018 (weather permitting) the

operation will open no later than 11:00 a.m. and close no earlier than 5:00 p.m. each business day.

Either party may terminate this Agreement without cause upon 7 days written notice to the other party. This Agreement, which includes the license granted by the Agreement, shall terminate on September 30, 2021.

4. It shall be the responsibility of the Concessionaire to maintain the premises in a clean and neat fashion, to assume maintenance of the grounds in the immediate area of the boat rental with respect to any trash or other evidence of concession sales and to insure the efficient operation of said concession by staffing with responsible employees. It shall be the duty of the Concessionaire to inspect the premises, including equipment, grounds and appurtenances and promptly report in writing to the Recreation Director or Street Superintendent any portion of the premises in need of repair.
5. Concessionaire, as well as any persons named above, shall be personally responsible for the management of said concession including but not limited to such important management functions as maintenance of inventory, security of premises, and designation of qualified and responsible employees of Concessionaire. Concessionaire shall post signs indicating that the facility is operated by the name of the contractor along with a phone number.
6. Concessionaire shall at their own cost and expense procure all necessary licenses and official permits necessary for carrying out the provisions of this Agreement.
7. All notices and orders given to Concessionaire shall be served by delivering a copy thereof to them in person, or by leaving same addressed to Concessionaire at Schulman Paddleworks, 204 Bridge St, with any person then in charge of same.
8. Concessionaire shall conduct the business of Kayak and Paddleboard Rentals, at all times, in a courteous, respectful and business-like manner, and the premises shall be kept in a neat, clean and sanitary manner.
9. The CITY OF CHARLEVOIX agrees that it will not, during the existence of this Agreement grant like or similar privileges hereby granted to any other person(s) or corporations to locate and/or operate at the Lake Michigan Beach, Ferry Beach, or Depot Beach, with the exception that additional concessionaires may be permitted during the Venetian Festival.
10. Concessionaire shall not improve or alter the improvements set aside for kayak and paddleboat rentals at the Lake Michigan Beach, Ferry Beach or Depot

Beach in any manner without the prior written consent of the Manager of the City of Charlevoix. All improvements or alterations so approved and erected or made on the premises shall belong to the City upon expiration or sooner termination of this Agreement.

11. The CITY OF CHARLEVOIX shall not be liable, and Concessionaire waives all claims, for injury or damage to persons or property sustained by Concessionaire or any occupant of the space presently set aside for kayak or paddleboard rentals at the Lake Michigan Beach, Ferry Beach, and Depot Beach and surrounding areas resulting from:

- (A) Any injury or damage resulting directly or indirectly from any act or negligence of Concessionaire.

12. Concessionaire indemnifies the City against all liability, loss, costs, damage, or expense sustained by the City, including reasonable attorney fees and other expenses of litigation arising prior to the termination of this Agreement even if such claims are made after the termination of this Agreement:

- (A) On account of or which relate to the Concessionaire's exercise of the rights and privileges granted in this Agreement; and/or

- (B) Arising out of, or directly or indirectly due to, any failure of Concessionaire in any respect promptly and faithfully to satisfy their obligations under this Agreement.

This indemnification provision shall be effective regardless of whether such claims are proximately caused by an act or omission of the Concessionaire (such as a food-related illness that the Concessionaire asserts was caused by a supplier or other third party) and regardless of any such claims resulted from a wrongful act or omission of the Concessionaire. As used in this Agreement, "claims" include, but are not limited to any damage to real or personal property and the injury, illness or death of a person or animal.

13. The City shall not be responsible for any claims arising from any act or omission in connection with the Concessionaire's operation. Concessionaire shall assume all of such liability and indemnify the City against any liability arising there from. The Concessionaire shall inspect all equipment or grounds owned by the City and which is being used by the Concessionaire and shall promptly notify the City in writing if any repairs are needed. If repairs are needed to any equipment or property, then such equipment shall not be used without written permission of the City until all repairs have been made.

14. The City shall have no obligation to issue a new license to Concessionaire or enter into a new agreement with Concessionaire in the future.
15. The Concessionaire shall under go a standard background check as is required by all City employees or volunteers who have contact with the public. If the results of that background check are unsatisfactory to the City, then City may terminate this contract immediately and without prior notice. This shall be in addition to the right of either party to terminate this contract as described in paragraph 3.
16. The Concessionaire shall not employ or accept the services of another person as a volunteer on the premises unless the person has been approved in advance by the City. Any person whom the Concessionaire proposes to perform services on the premises shall undergo a standard background check as is required by all City employees or volunteers who have contact with the public.

CITY OF CHARLEVOIX

Dated: _____

By: _____

Mark Heydlauff

Its: City Manager

CONCESSIONAIRE

Dated: _____

By: _____

Bill Schulman

CHARLEVOIX CITY COUNCIL

Public Hearings and Actions Requiring Public Hearings

TITLE: Public Hearing for Re-enacted Floodplain Management Ordinance 804

DATE: May 20, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

The National Flood Insurance Program (NFIP) is a Federal program created by Congress to mitigate future flood losses nationwide through sound, community enforced building and zoning ordinances and to provide access to affordable, federally backed flood insurance protection for property owners. The NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods.

Participation in the NFIP is based on an agreement between local communities and the Federal government that states if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas (SFHAs), the Federal Government will make flood insurance available within the community as a financial protection against flood losses.

Section 5.4 Ordinances - Emergency of the City Charter was invoked on May 6, 2019 to adopt Ordinance 803 immediately in order to be compliant with the federal government's requirements. However, every emergency ordinance is automatically repealed on the sixty-first (61st) day after its enactment, unless re-enacted pursuant to Section 5.3 of the Charter. This public hearing was noticed in accordance with Section 5.3 and Council is now able to re-enact the emergency ordinance.

RECOMMENDATION:

Motion to adopt the re-enacted floodplain management Ordinance No. 804.

ATTACHMENTS:

- ▣ Ordinance

ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

Community Name: City of Charlevoix, County: Charlevoix
Ordinance Number 804 of 2019

An ordinance to designate an enforcing agency to discharge the responsibility of the City of Charlevoix located in Charlevoix County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The City of Charlevoix ordains:

Section 1. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Department of Building Safety of the county of Charlevoix is hereby designated as the enforcing agency to discharge the responsibility of the City of Charlevoix under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The county of Charlevoix assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

Section 2. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

Section 3. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Charlevoix County Michigan (All Jurisdictions)" and dated May 16, 2019 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26029C0320C, 26029C0330C, 26029C0340C, 26029C0310C, 26029CIND1A and 26029CIND2A dated May 16, 2019 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

Section 4. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this 20th day of May, 2019.

This ordinance duly adopted on May 20, 2019 at a regular meeting of the City of Charlevoix City Council and will become effective June 19, 2019.

Signed on _____ by _____ (Signature)
Joyce Golding, Clerk of the City of Charlevoix.

Attested on _____ by _____ (Signature)
Luther Kurtz, Mayor of the City of Charlevoix.

CHARLEVOIX CITY COUNCIL

Public Hearings and Actions Requiring Public Hearings

TITLE: Water Resources Improvement Authority

DATE: May 20, 2019

PRESENTED BY: Scott Howard, City Attorney

BACKGROUND:

A couple of months ago, Council discussed the creation of a Water Resource Improvement Authority. This is a special kind of TIF district intended to fund improvements in and around a water area. In this case, a district could be created in the vicinity of Ferry Beach Park to improve recreational amenities, access to the water (both motorized and non-motorized), and other public improvements. This does not levy any new tax on the property but reallocates the taxes generated from an improved taxable value to the district to fund improvements.

With the forthcoming study from Edgewater Resources, this plan could be further discussed with community engagement in this area specifically. A public hearing is needed and should be set but it might make sense to set it out a couple of months to connect this with the work done by Edgewater.

RECOMMENDATION:

Council discussion on when to hold a public hearing.

Motion to set *mm/dd/yy* at 6:00pm in Council Chambers of City Hall for a Public Hearing to consider a Water Resources Improvement Authority and approve Resolution 2019-05-07.

ATTACHMENTS:

- ▣ Resolution

CITY OF CHARLEVOIX
RESOLUTION NO. 2019-05-07
RESOLUTION OF INTENT TO ESTABLISH A
WATER RESOURCE IMPROVEMENT TAX INCREMENT FINANCING AUTHORITY

WHEREAS, the City of Charlevoix, under the authority of Part 7 Public Act 57 of 2018 (MCL 125.4702, *et. seq.*), has determined that it is necessary for the best interest of the public to promote water resource improvement and access to inland lakes, in a water improvement resource district; and

WHEREAS, the City of Charlevoix has determined proposed boundaries for the Water Resources Improvement Tax Increment Financing Authority; and

WHEREAS, the City of Charlevoix desires to have a public hearing to consider the adoption of a proposed ordinance to approve the proposed Authority and district boundaries.

NOW THEREFORE BE IT RESOLVED, that the City of Charlevoix declares its intention to create and provide for the operation of an authority within the boundaries of a water resource improvement district.

BE IT FURTHER RESOLVED, that the proposed boundaries of the Water Resources Improvement Tax Increment Financing Authority shall include the following properties:

Some of the public and private lands within the area bounded to the south by the City boundary with Charlevoix Township, to the east by the water's edge of Lake Charlevoix, to the north by Eaton Avenue and to the west by Overlook Drive.

BE IT FURTHER RESOLVED, that the City of Charlevoix shall hold a public hearing on _____, 2019 to consider the adoption of a proposed ordinance creating the authority and designating the boundaries of the development area. Notice of the Public Hearing shall be provided as required in MCL 125.4705.

RESOLVED this 20th day of May, 2019 A.D.

Resolution was adopted by the following yeas and nays vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Solar Installation on Future Public Service Facility

DATE: May 20, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

This topic was discussed with Electric Superintendent Swem at the May 6th Council meeting. It was agreed to continue discussion at this meeting.

This past year, we have been engaging in discussions about improving the sustainability and efficiency of our operations and buildings. The Groundwork Center in Traverse City has done some solar mapping to look for buildings that might be suitable for rooftop solar installations. One factor considered in this kind of process is what retrofits are necessary to make solar practical. When a building is newly constructed and solar is planned, this becomes less of an issue since the building can be designed with solar in mind.

With the planning for our new Public Service Facility, we have this option. If Council desires to install solar at the facility, there are some roof spaces, under present site layout, conducive to solar collection. Given the efficiency of solar facing south, the main building at the site would not be valuable but the proposal in question would design the roof for two outbuildings to be capable of handling the increase weight load associated with solar. However, this solar would come at a marginally higher price than the large project discussed elsewhere in Monday's meeting. This decision comes down to Council's desire to demonstrate the applicability of solar in our community and to marginally increase the renewable energy use in City facilities. At one time, Council discussed whether it was feasible to convert our internal energy use to renewable sources; this would move in that direction.

This proposal from OHM Advisors would add \$19,000 in design costs to modify the roof structure and plan for the potential installation of solar panels. They estimate the panels and installation would add roughly \$80,000 to the construction of the project. It would be possible to design the buildings for solar and not install until a later date as well.

GOALS:

Ensure Charlevoix is environmentally sustainable while also economically efficient

RECOMMENDATION:

Council discussion and direction.

ATTACHMENTS:

- ▣ OHM Solar Design Amendment



March 29, 2019

Mr. Mark Heydlauff
City Manager
City of Charlevoix
210 State Street
Charlevoix, MI 49720

RE: Charlevoix Public Service Facility
Additional Services – Solar Panels

Dear Mr. Heydlauff:

Thank you for taking the time to meet with us on March 18, 2019 to discuss and review the solar panel scope of work. We have completed our due diligence with a vendor for the solar panels and have the following recommendation:

We could revise the slope of the roof on the Salt Storage building to utilize a 4/12 pitch mono-slope roof for a PV solar array. The roof area could accommodate a 90 panel solar array that would produce approximately 34Kw at peak conditions. The cost of the electrical components and installation would be approximately \$80,000, with half that being material and component costs.

The total array size would be approximately 32.6' x 60'. With an additional six foot clearance around the perimeter of the array, it would fit within the 46' x 72' building foot print. The total weight of the array is approximately 7,000lbs (3.5lbs per sq. ft.) with panels, cabling and hardware. A flush mount system will be utilized, the panels are at the same angle as the roof, about 4" above the shingles. This is the lowest cost, highest production option for the space available.

The PV solar array system will be grid tied, so it only works when connected to grid power. In other words if the building loses power, then array will not provide power to the building for use.

The system would be connected to the internet to allow for the output of the system to be monitored using a webpage.

This additional service of design of the PV Solar array can be completed by OHM for an additional fee. This fee will include Architectural, Structural and Electrical revisions to the current documents to incorporate this green initiative feature.

Architectural design and revisions	\$3,000
Structural design and revision	\$8,000
<u>Electrical design and revisions</u>	<u>\$8,000</u>
Total design fee:	\$19,000 dollars



Please let us know if you have any questions on this information. If you need additional information in order to communicate further with City staff and Council, we can assist. Thank you for the continued opportunity to serve the City of Charlevoix with this great building project!

Sincerely,
OHM Advisors

A handwritten signature in blue ink, appearing to read "Kevin Koets", located below the typed name.

Kevin Koets
Senior Project Manager

Enclosures: Documentation from PV Solar Vendor on Array

Eagle HC 72M G2

380-400 Watt

MONO PERC HALF CELL MODULE

Positive power tolerance of 0~+3%



KEY FEATURES



Diamond Cell Technology

Uniquely designed high performance 5 busbar mono PERC half cell



High Voltage

UL and IEC 1500V certified; lowers BOS costs and yields better LCOE



Higher Module Power

Decrease in current loss yields higher module efficiency



Shade Tolerance

More shade tolerance due to twin arrays



PID FREE

Reinforced cell prevents potential induced degradation



Strength and Durability

Certified for high snow (5400Pa) and wind (2400 Pa) loads

- ISO9001:2008 Quality Standards
- ISO14001:2004 Environmental Standards
- OHSAS18001 Occupational Health & Safety Standards
- IEC61215, IEC61730 certified products
- UL1703 certified products

Nomenclature:

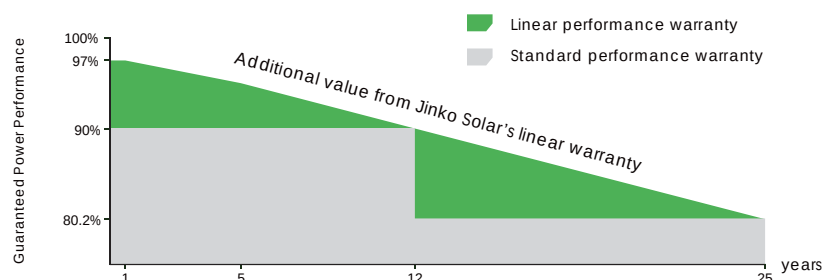
JKM400M-72HL-V

Code	Cell	Code	Cell	Code	Certification
null	Full	null	Normal	null	1000V
H	Half	L	Diamond	V	1500V

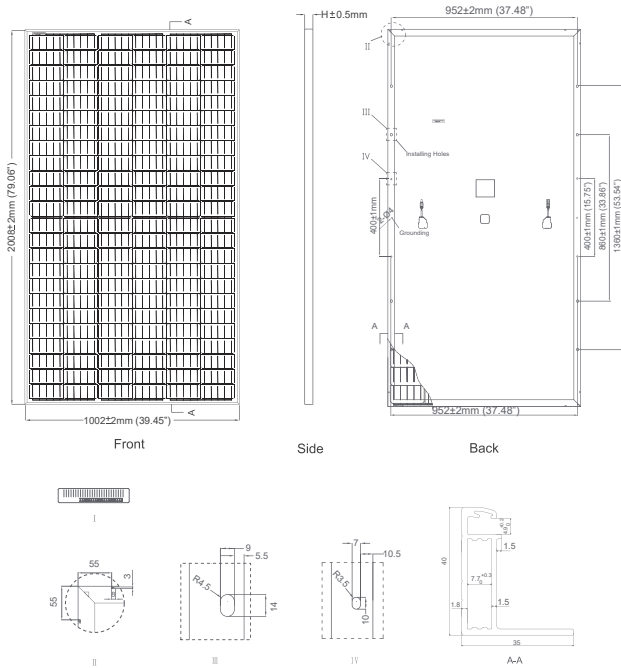


LINEAR PERFORMANCE WARRANTY

10 Year Product Warranty • 25 Year Linear Power Warranty



Engineering Drawings

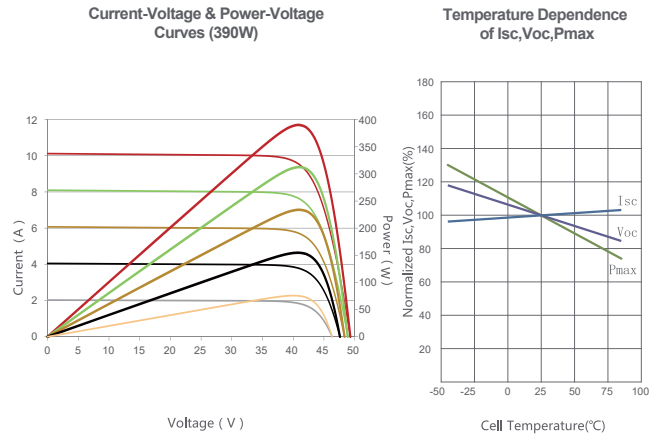


Packaging Configuration

(Two pallets = One stack)

26pcs/pallet, 52pcs/stack, 572pcs/40'HQ Container

Electrical Performance & Temperature Dependence



Mechanical Characteristics

Cell Type	Mono PERC Diamond Cell (158.75 x 158.75 mm)
No. of Half-cells	144 (6×24)
Dimensions	2008×1002×40mm (79.06×39.45×1.57 inch)
Weight	22.5 kg (49.6 lbs)
Front Glass	3.2mm, Anti-Reflection Coating, High Transmission, Low Iron, Tempered Glass
Frame	Anodized Aluminium Alloy
Junction Box	IP67 Rated
Output Cables	12AWG, Anode 1400mm(55.12 in), Cathode 1400mm(55.12 in) or Customized Length
Fire Type	Type 1

SPECIFICATIONS

Module Type	JKM380M-72HL-V		JKM385M-72HL-V		JKM390M-72HL-V		JKM395M-72HL-V		JKM400M-72HL-V	
	STC	NOCT	STC	NOCT	STC	NOCT	STC	NOCT	STC	NOCT
Maximum Power (Pmax)	380Wp	286Wp	385Wp	290Wp	390Wp	294Wp	395Wp	298Wp	400Wp	302Wp
Maximum Power Voltage (Vmp)	40.5V	38.6V	40.8V	38.8V	41.1V	39.1V	41.4V	39.3V	41.7V	39.6V
Maximum Power Current (Imp)	9.39A	7.42A	9.44A	7.48A	9.49A	7.54A	9.55A	7.60A	9.60A	7.66A
Open-circuit Voltage (Voc)	48.9V	47.5V	49.1V	47.7V	49.3V	48.0V	49.5V	48.2V	49.8V	48.5V
Short-circuit Current (Isc)	9.75A	7.88A	9.92A	7.95A	10.12A	8.02A	10.23A	8.09A	10.36A	8.16A
Module Efficiency STC (%)	18.89%		19.14%		19.38%		19.63%		19.88%	
Operating Temperature (°C)	-40°C~+85°C									
Maximum System Voltage	1500VDC(UL)/1500VDC(IEC)									
Maximum Series Fuse Rating	20A									
Power Tolerance	0~+3%									
Temperature Coefficients of Pmax	-0.36%/°C									
Temperature Coefficients of Voc	-0.28%/°C									
Temperature Coefficients of Isc	0.048%/°C									
Nominal Operating Cell Temperature (NOCT)	45±2°C									

STC: Irradiance 1000W/m²

Cell Temperature 25°C

AM=1.5

NOCT: Irradiance 800W/m²

Ambient Temperature 20°C

AM=1.5

Wind Speed 1m/s

* Power measurement tolerance: ± 3%

CAUTION: READ SAFETY AND INSTALLATION INSTRUCTIONS BEFORE USING THE PRODUCT.

© Jinko Solar Co., Ltd. All rights reserved. Specifications included in this datasheet are subject to change without notice.

JKM380-400M-72HL-V-A1-US

City Council Regular Meeting

Project Details

NAME	Charlevoix v2	DATE	2019-03-29
LOCATION	Charlevoix, MI, 49720	TOTAL MODULES	90
MODULE	Jinko:JKM380M-72L-V (40mm)	TOTAL WATTS	34,200
DIMENSIONS	77.91" x 39.45" x 1.57" (1,979 x 1,002 x 40mm)	ATTACHMENT PTS	150

Load Assumptions

WIND EXPOSURE	B
WIND SPEED	100 mph
GROUND SNOW LOAD	60 psf
ATTACHMENT SPACING	4.0 ft

Building Details

ROOF SLOPE	15 deg
BUILDING HEIGHT	30 ft
RISK CATEGORY	I
ROOF TYPE	Comp Shingle

Engineering

XR1000 SPAN DETAILS (Portrait)

Roof Zone	Max Span	Max Cantilever
1	5' 4"	2' 2"
2	5' 4"	2' 2"
3	5' 4"	2' 2"

MAXIMUM REACTION FORCES (Portrait)

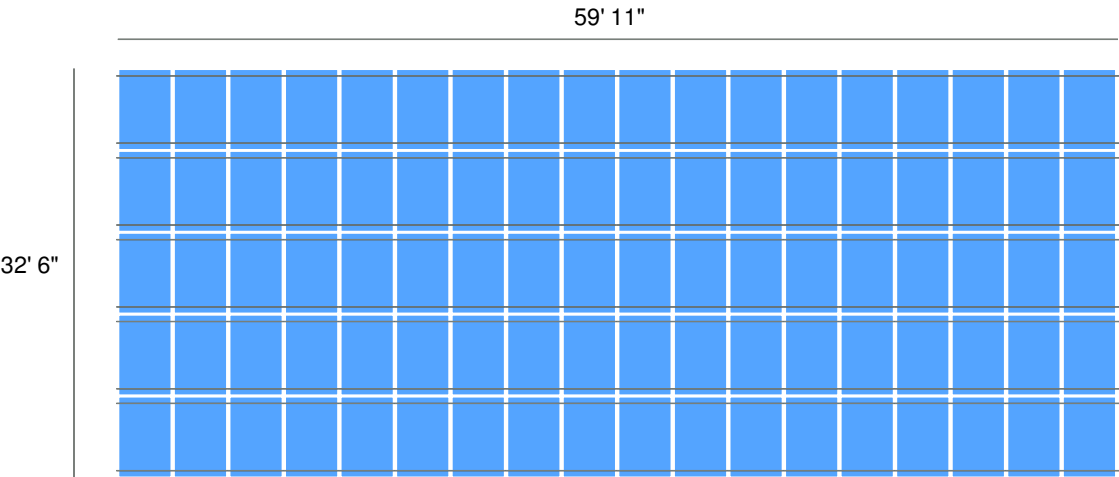
Roof Zone	Down	Uplift	Lateral
1	527.00	-102.00	141.00
2	527.00	-179.00	141.00
3	527.00	-287.00	141.00

System Weight

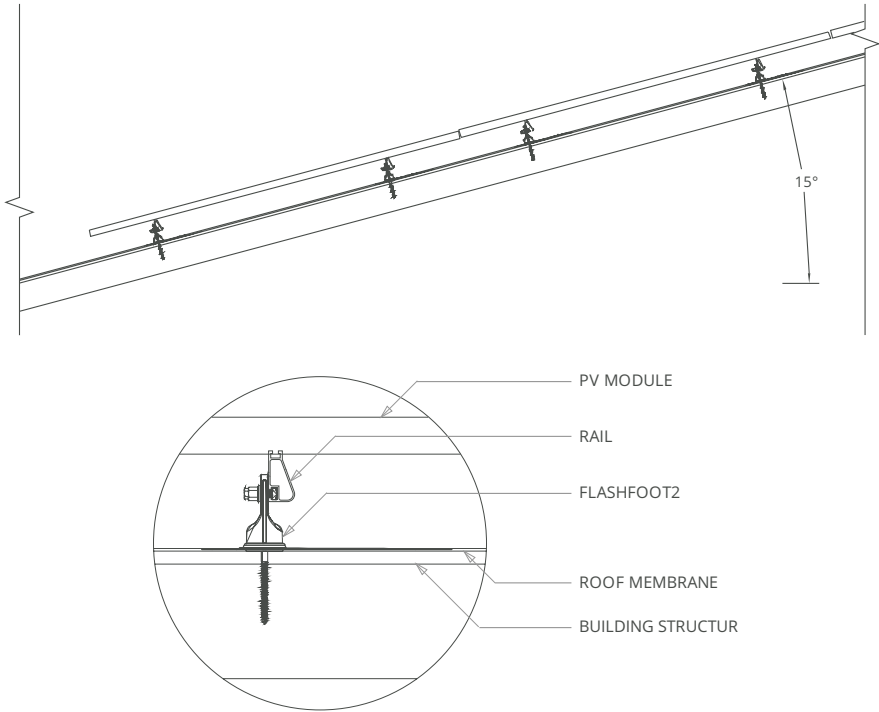
TOTAL WEIGHT	5348 lbs
WEIGHT/ATTACHMENT	35.7 lbs
DISTRIBUTED WEIGHT	2.8 psf
RACKING WEIGHT	883.4 lbs

Array Details

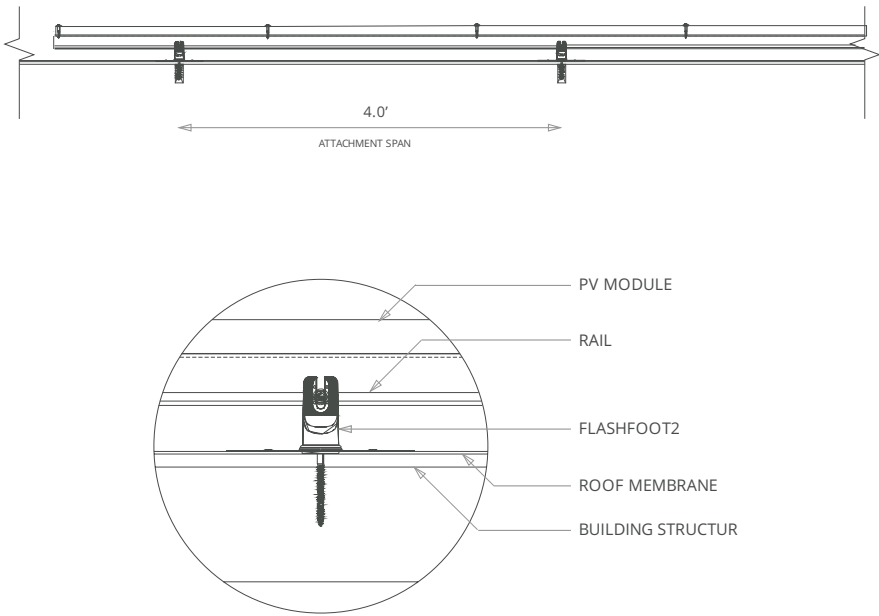
Array	Cols	Rows	Orientation	Row Length	Cantilever	Violations	Provided Rails	Attachments	Clamps	Splices
A	18	5	PORTRAIT	59' 10.5"	1' 11"	None	620'[20 x 14', 20 x 17']	150	190	30



Side View (Portrait)

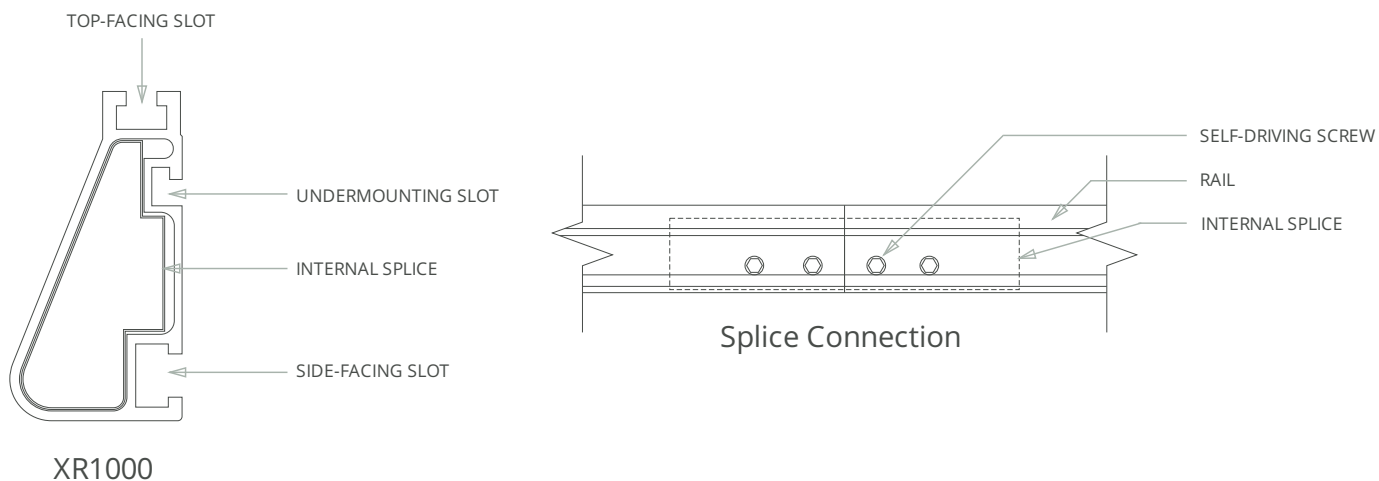


Front View (Portrait)

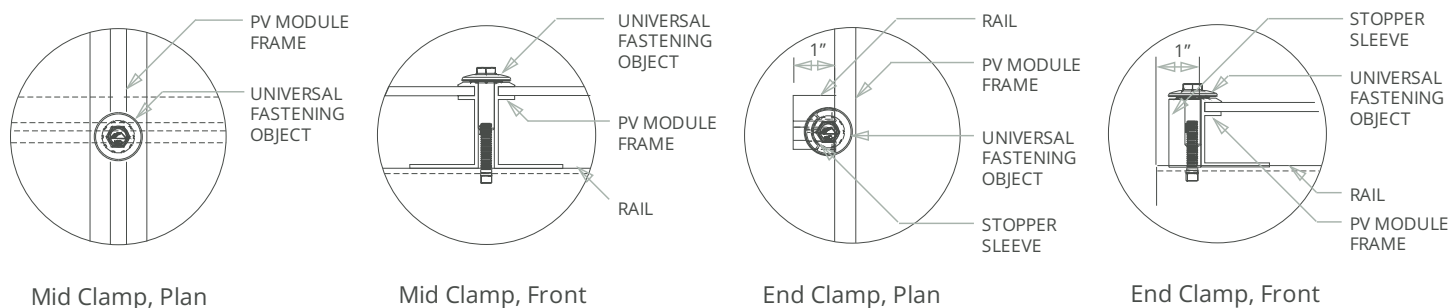


Note: The images displayed in this report are meant to represent one portion of the array. The use of a break line indicates that the array may continue on beyond that point.

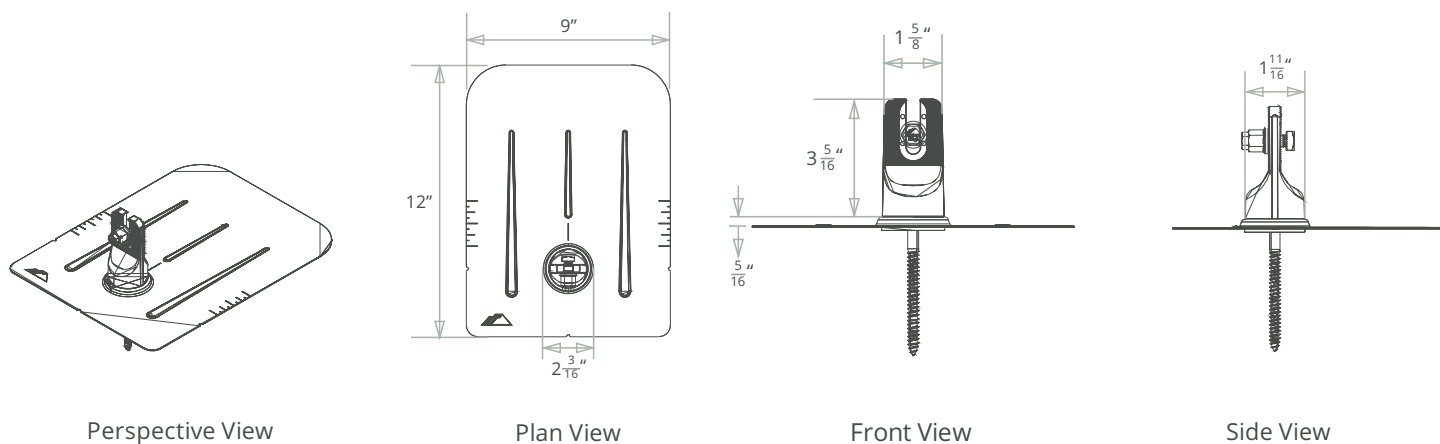
Splice Detail



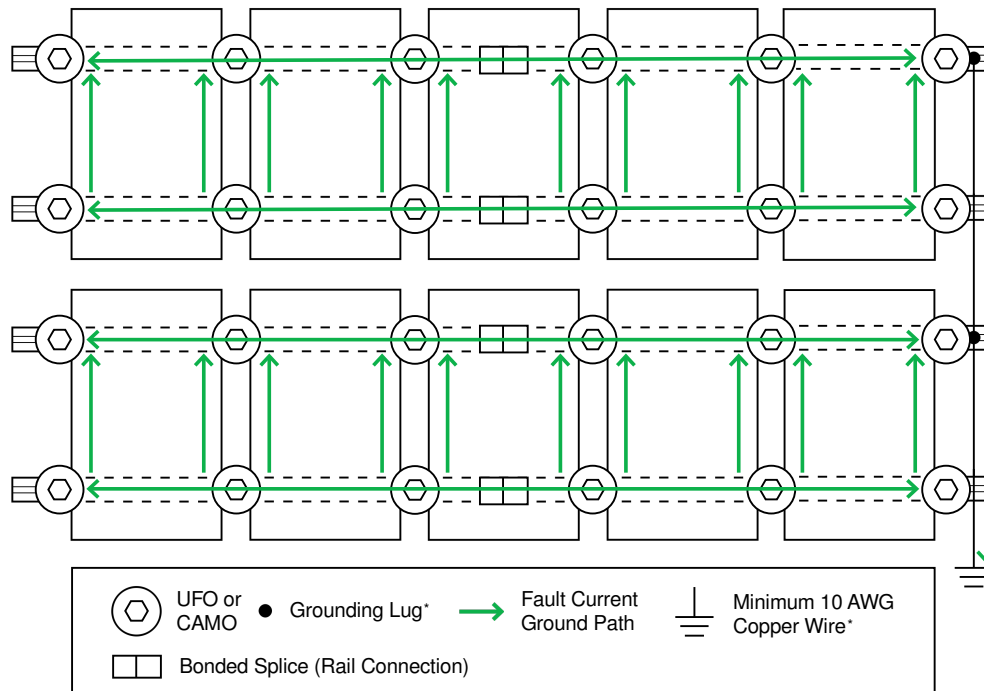
Clamp Detail



FlashFoot2 Detail



Grounding Diagram



*Grounding Lugs and wire are not required in systems using certain Enphase microinverters or certain Sunpower modules. Equipment grounding is achieved with the Engage cable for Enphase or the AC module cable system for Sunpower via their integrated EGC.

PITCHED ROOF

Bill of Materials

GROUP	PART	DESCRIPTION	TOTAL QTY
RAILS & SPLICES	XR-1000-168A	XR1000, Rail 168" (14 Feet) Clear	20
	XR-1000-204A	XR1000, Rail 204" (17 Feet) Clear	20
	XR-1000-SPLC-M1	XR1000 Bonded Splice (Incl. Self-tapping Screws)	30
CLAMPS & GROUNDING	UFO-CL-01-A1	Universal Module Clamp, Clear	190
	UFO-STP-40MM-M1	Stopper Sleeve, 40MM, Mill	20
	XR-LUG-03-A1	Grounding Lug, Low Profile	5
ATTACHMENTS	FF2-01-M1	FlashFoot2, Mill	150
	BHW-TB-02-A1	T-Bolt Bonding Hardware	150
ACCESSORIES	29-4000-077	Wire Clips, Molded PVC Black, Polybag 20	9
	XR-1000-CAP	Kit, End Cap XR1000 (10 sets per bag)	1
	BHW-MI-01-A1	Microinverter Bonding Hardware, T-Bolt	90
	FM-CM-001-B	Kit, 4 pcs, Conduit Mount, Black	1

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Ferry Dock Study Steering Committee Appointments

DATE: May 20, 2019

PRESENTED BY: Luther Kurtz, Mayor

BACKGROUND:

At Council's May 6th meeting, Council appointed Council Member Greg Bryan, a representative from BIBCo (Tim McQueer), and Shay Arnold (Boatworks of Charlevoix) to a 5-7 member steering committee recommended by Greg Weykamp of Edgewater Resources to assist in determining the best location for the ferry dock. Council asked me to look into other possible members; I've also had conversations with Brownie Flanders who owns his home near the Ferry Avenue sight and Elliott Falls who is licensed boat captain and harbormaster for Northwest Marine. Together with the three gentlemen discussed on May 6, I recommend these five individuals comprise our steering committee and work closely with Edgewater Resources going forward.

RECOMMENDATION:

Motion to confirm the Ferry Dock Study Steering Committee as presented.

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Renewal of Ambulance Services Agreement

DATE: May 20, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

Earlier this month, Chief Gerard Doan, EMS Director Don McMullen and I met with representatives of the five townships to whom we provide ambulance service. We normally meet with this group to discuss the service we provide and the costs associated with the service. We also discussed changes to the EMS Agreement ahead of the May 31 expiration of the current agreement. The attached draft (highlighted text are changes from the current agreement) has been proposed to the townships and I propose it to you for renewing our relationship with the townships for another five years.

Significant changes include the following:

- Switching the compensation model to quarterly for the previous quarter's unfunded costs
- Creating a more formalized meeting structure for the townships and the City to communicate, discuss the service, and plan for future expenses
- The City will be switching the accounting of the EMS Fund from the General Fund to its own special revenue fund (this is akin to our accounting of the Street Funds, for example)

We will continue to share unfunded costs of operating the service with the townships based on a formula included in the agreement. This formula is unchanged and continues to be viewed as fair by all parties. Ultimately, the service we provide across our area is made stronger by the members of this consortium and I'm glad we can continue our partnership with area townships.

RECOMMENDATION:

Motion to approve the Charlevoix Emergency Medical Service Agreement for Ambulance Services effective June 1, 2019 through May 31, 2024 and authorize the Mayor to sign the agreement.

ATTACHMENTS:

- ▢ Charlevoix EMS Ambulance Services Agreement

CHARLEVOIX EMERGENCY MEDICAL SERVICE

AGREEMENT FOR AMBULANCE SERVICES

THIS AGREEMENT shall be deemed effective **on June 1, 2019** among the City of Charlevoix, a Michigan home rule city, whose address is 210 State St., Charlevoix, Michigan 49720 (City); Charlevoix Township, a Michigan general law township, whose address is 12491 Waller Rd., Charlevoix, Michigan 49720; Eveline Township, a Michigan general law township, whose address is 08525 Ferry Rd., East Jordan, Michigan 49727; Hayes Township, a Michigan general law township, whose address is 09195 Old US-31 N., Charlevoix, Michigan 49720; Marion Township, a Michigan general law township, whose address is 01362 Matchett Rd., Charlevoix, Michigan 49720; and Norwood Township, a Michigan general law township, whose address is 19759 Lake St., Charlevoix, Michigan 49720 (individually a Township and collectively the Townships).

Recitals

- A. The City owns, operates and equips an ambulance service for the benefit of its residents.
- B. The Townships have no ambulance service, but desire to make the City's ambulance service available to their residents through this Agreement.
- C. The City desires to aid the Townships in providing ambulance services in the Townships.
- D. The Townships desire to engage the services of the City to provide ambulance services in those portions of the Townships described in this Agreement.
- E. The parties are authorized to enter into this Agreement pursuant to MCL 41.711.
- F. The parties, therefore, desire to specify their respective rights and obligations in this Agreement.

Agreement

Now, therefore, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

1. Engagement of Services. The City shall provide ambulance services to the Townships in the following described service area:
 - Charlevoix Township in its entirety;
 - Eveline Township west of the South Arm of Lake Charlevoix, except Sections 31, 32 and 33;
 - Hayes Township **in its entirety;**
 - Marion Township in its entirety;
 - Norwood Township in its entirety.

The City shall provide the ambulance service on a twenty-four (24) hour per day, seven (7) day per week basis under the terms and conditions contained in this agreement.

2. Management. The City shall retain the sole right to manage the ambulance service and its personnel, and in the exercise of its sole discretion shall determine the appropriate methods and procedures used in the discharge of the ambulance services provided pursuant to this Agreement. **Notwithstanding, the City desires to work closely and consult with the Townships in an on-going basis as discussed in Sections 6 and 7 below.**

3. Availability of Service. The ambulance services provided under this Agreement shall be expressly contingent upon the availability of both ambulance equipment and personnel. The determination of availability shall be made exclusively by the City through its **EMS Director**, or other qualified ambulance personnel. In making this determination, the City shall commit ambulance resources both within the City and within the Townships first to emergency situations and then and only then to non-emergency or other situations.
4. Term. The term of this agreement shall be five (5) years, beginning June 1, 2019 and ending May 31, 2024, unless terminated earlier as provided in Section 5 below.
5. Termination. The City and the Townships collectively may terminate this Agreement and any individual Township may withdraw from this Agreement by providing to the other parties written notice of the intent to terminate or withdraw no less than six (6) months before the date of termination or withdrawal. In the event a Township withdraws or the agreement is terminated, Townships are entitled to the pro-rated share of any payment made in advance for service not yet received in the present service period. Funds for past service paid into the system shall not be subject for refund.
6. Consultations with Townships. The Mayor or his/her designee and the City Manager and/or his or her designee and the Supervisors of each Township, or such other township board member designated by each respective township board, shall meet no less than quarterly each year to discuss ambulance service operations, unfunded EMS costs of the ambulance service, and any other ambulance service topic. The meetings shall be held as mutually agreed between the parties.

This body, comprised of seven members, (hereafter referred to as the “EMS Committee”) shall provide advice to the City on ambulance matters and major purchasing decisions notwithstanding the City Council’s overall control of City operations.

7. Payments for Service and Financial Management. Each Township shall pay the City that Township’s share of the estimated unfunded EMS costs of the ambulance services pursuant to the procedures and formula specified in this Section. For purpose of this Section, the “unfunded EMS costs of the ambulance service” shall mean all ordinary and customary operational and building expenses of the ambulance service and all capital expenses of the ambulance services, minus any revenue received by the City for providing the ambulance service from Medicare, Medicaid, insurance companies, patients, or any other non-municipal source (excluding donations).
- A. Around the first week of June, September, December, and March, the EMS Committee shall meet to discuss operational activities, review revenue and expenses and the quarterly amount of unfunded costs to be shared among the parties. The City shall invoice the Townships for costs at this time for the previous quarter (except in June of 2019) according to the cost sharing formula below. Such invoices should be paid within 45 days.
- B. Unfunded EMS costs of the ambulance service apportioned among the City and the Townships shall be based on the following formula:

- i. One-fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each party's pro-rata share of the total taxable value of property in all six (6) municipalities.
- ii. One-fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each party's pro-rata share of the total population within all six (6) municipalities.
- iii. One-fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each party's pro-rata share of the total 911 address in all six (6) municipalities.
- iv. One fourth (1/4) of the estimated unfunded EMS costs of the ambulance service shall be apportioned based on each parties' pro-rata share of the total number of ambulance runs in all six (6) municipalities in the previous fiscal year. For purposes of this calculation, ambulance runs originating at the Charlevoix Area Hospital and Boulder Park terrace shall be spread out to all parties based on the pro-rata calculation for ambulance runs provided for herein.

Where only a portion of a Township is served by Charlevoix EMS, the totals for purposes of the above formula shall be based on the served area of the Township and not of the entire Township.

- C. If the EMS Committee determines it is in the best interest of the member entities to advance future funds for capital, vehicle or other purchases, the City shall bill the entities for this sum according to the formula above. Any purchase pursuant to this Paragraph shall still require the consent of City Council in accord with the City's procurement policies.
 - D. When in the opinion of the EMS Director, with the consent of the City Manager, property materially used by the ambulance service is surplus, proceeds derived from the disposal of this property shall be retained in the EMS fund for future capital or vehicle purchases but such funds shall not be subject to refund to member entities.
 - E. If cash donations shall be made to the ambulance service, funds shall be used for the purpose intended by the donor to the extent such purpose is consistent with the mission of the service as determined by the City's management. Donations shall not be used for ordinary operating expenses but may be used for capital or vehicle expenses. Donated funds shall not be used to offset a member's quarterly payment or in any way be refunded to a member entity upon termination of service or otherwise.
 - F. The City will, upon the ongoing advice of its auditors, appropriately segregate the funds for the ambulance service from other City funds and retain surplus and reserve funds for the service in the same manner (excluding retirement and other fringe benefit expenses for employees of the service). Customary expenses tied to the management of the service shall be billed incrementally or wholly to the fund as needed and incurred.
8. Governmental Function. The parties hereby acknowledge and agree that in providing ambulance services to the Townships the City is doing so in the exercise of a governmental

function and not as a proprietary endeavor. As such, the City, its officers, employees, agents, and volunteers will be discharging a governmental function and not engaged in a proprietary enterprise.

9. Indemnification. Each party shall indemnify and hold harmless the other parties, their officers, board members, assigns, agents, servants, employees, and insurance companies from any and all damages, legal fees or expenses, losses, claims and actions which may arise out of that party's performance or lack of performance of any obligation contemplated by this Agreement.
10. Entire Agreement. This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements and understandings, oral or written, if any, between the parties.
11. Third Party Beneficiaries. This Agreement shall not be construed to create any third party beneficiary contract or claim, and the parties intend there to be no third party beneficiaries.
12. Amendments. This Agreement may be amended by the mutual consent of all parties that is documented in writing and signed by all parties.
13. Execution of Agreement. This Agreement may be executed by the parties in counterparts, and the counterparts, when taken together, shall constitute the whole of the Agreement.
14. Governing Law. The parties agree that the validity, enforcement, and interpretation of this Agreement shall be governed by the laws of the State of Michigan.
15. Notice. Any notice required under this Agreement by any party shall be in writing to the parties to be so notified and sent by certified mail, return receipt requested, to such address as noted therein, unless such address is changed and all parties have been notified consistent with this Section.
16. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provision were omitted.
17. Effective Date. This Agreement shall become effective when signed by all of the parties.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective the day and year first above written.

CITY OF CHARLEVOIX, a Michigan home rule city

By: _____

Luther Kurtz

Its: Mayor

CHARLEVOIX TOWNSHIP, A Michigan general law Township

By: _____

Charles Center

Its: Supervisor

EVELINE TOWNSHIP, A Michigan general law Township

By: _____

John Vron dran

Its: Supervisor

HAYES HOWNSHIP, a Michigan general law Township

By: _____

Ronald VanZee

Its: Supervisor

MARION TOWNSHIP, a Michigan general law Township

By: _____

John F. Martin

Its: Supervisor

NORWOOD TOWNSHIP, a Michigan general law Township

By: _____

David Ridenour

Its: Supervisor

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Resolution to Establish the EMS Fund as a Special Revenue Fund

DATE: May 20, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

The EMS Department has been part of the General Fund in the past. With all of the service and billing changes to the EMS Department, we would like to set up a new 210 Special Revenue Fund so that we can account for and report the specific activity of the EMS Department separately.

In presenting the attached Resolution, the City of Charlevoix would establish a Special Revenue Fund 210 for accounting of funds for the EMS Department beginning April 1, 2019. With this resolution, the current 2019-20 EMS budget and any current 2019-20 activity would be moved to the new Special Revenue Fund 210.

RECOMMENDATION:

Motion to approve the Resolution 2019-05-05 to establish a Special Revenue Fund 210 for accounting of funds for the EMS Department.

ATTACHMENTS:

- ▣ Ambulance Resolution 2019-05-05

CITY OF CHARLEVOIX
RESOLUTION 2019-05-05
ESTABLISH A SPECIAL REVENUE FUND 210 FOR ACCOUNTING OF FUNDS FOR THE EMS DEPARTMENT

- WHEREAS, Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The term proceeds of specific revenue sources establish that one or more specific restricted or committed revenues should be the foundation for a special revenue fund (GASB Codification Section 1300.105); and
- WHEREAS, the Council for the City of Charlevoix wishes to establish a new Special Revenue Fund (210) for EMS activity for the 2019-20 fiscal year; and
- WHEREAS, the Council for the City of Charlevoix wishes to move the current 2019-20 Budget and any associated activity for the EMS Department from its current fund account location to the new Special Revenue Fund (210) location.

NOW THEREFORE BE IT RESOLVED, pursuant to GASB Codification Section 1300.105, the City Council of the City of Charlevoix elects to establish a new Special Revenue Fund (210) for EMS activity for the 2019-20 fiscal year and in addition, wishes to move the current 2019-20 Budget and any associated activity for the EMS Department from its current fund location to the new Special Revenue Fund (210) location.

RESOLVED, this 20th day of May, A.D. 2019.

Resolution was adopted by the following yeas and nays vote:

Yeas:

Nays:

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Stryker Stretcher Purchase Request for \$64,798.56

DATE: May 20, 2019

PRESENTED BY: Gerard Doan, Chief of Police

BACKGROUND:

Our current Stryker Stretchers (3) utilized for patient transport and handling are over 8 years old and are no longer covered by Stryker's liability or indemnification policy. In addition, they are now beyond their serviceable life in terms of having Stryker perform on site repairs and service. Their reliability has been an issue and one of the stretchers is currently operable in manual mode only. Late last year we were afforded an opportunity to a promotion on a commitment or "pre buy" on Stryker Stretcher's at a 30% discount. The package price for three new power stretchers is \$64,798.56 and the purchase will be cost shared with the six entities we serve. This cost will be split with the townships pursuant to our agreement with them.

RECOMMENDATION:

Motion to approve the purchase of three Stryker Stretchers for \$64,798.56.

ATTACHMENTS:

- ▣ Stryker Stretcher Purchase



Comprehensive Quotation

Sales Account Manager
REBECCA MCKIM
rebecca.mckim@stryker.com
Cell: 616-202-8449

Remit to:
Stryker Medical
P.O. Box 93308
Chicago, IL 60673-3308

End User Shipping Address
1169994
CITY OF CHARLEVOIX
210 STATE ST
CHARLEVOIX, MI 49720

Shipping Address
1169994
CITY OF CHARLEVOIX
210 STATE ST
CHARLEVOIX, MI 49720

Billing Address
1169994
CITY OF CHARLEVOIX
210 STATE ST
CHARLEVOIX, MI 49720

Customer Contact	Ref Number	Date	PO Number	Reference Field	Quote Type
	7020224	12/14/2018	QUOTE		

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
1.00	1	Power-PRO XT	6506000000	\$15,590.55	\$15,590.55	
		Options				
	1	Power-PRO XT	6506000000	\$12,047.40	\$12,047.40	
	1	XPS Siderails	6506040000	\$1,515.93	\$1,515.93	
	1	Power-LOAD Compatible Option	6506127000	\$1,284.09	\$1,284.09	
	1	3 Stage IV Pole PR Option	6500315000	\$261.51	\$261.51	
	1	Pocketed Back Rest Pouch	6500130000	\$196.65	\$196.65	
	1	Retractable Head Section O2	6085046000	\$139.38	\$139.38	
	1	Head End Storage Flat	6500128000	\$105.57	\$105.57	
	1	Equipment Hook	6500147000	\$40.02	\$40.02	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	No Runner/HE O2	0054200994			
	1	Trendelenburg	6085031000			
	1	ONE PER ORDER, MANUAL, ENG OPT	650608160000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	XPS Mattress - Black	6500003130			
	1	No Steer Lock Option	6506037000			
	1	3 YR X-Frame Powertrain Wmty	7777881689			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			
2.00	1	Power-PRO XT	6506000000	\$15,590.55	\$15,590.55	
		Options				
	1	Power-PRO XT	6506000000	\$12,047.40	\$12,047.40	
	1	XPS Siderails	6506040000	\$1,515.93	\$1,515.93	
	1	Power-LOAD Compatible Option	6506127000	\$1,284.09	\$1,284.09	
	1	3 Stage IV Pole PR Option	6500315000	\$261.51	\$261.51	
	1	Pocketed Back Rest Pouch	6500130000	\$196.65	\$196.65	
	1	Retractable Head Section O2	6085046000	\$139.38	\$139.38	
	1	Head End Storage Flat	6500128000	\$105.57	\$105.57	
	1	Equipment Hook	6500147000	\$40.02	\$40.02	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	No Runner/HE O2	0054200994			
	1	Trendelenburg	6085031000			



Comprehensive Quotation

Sales Account Manager
REBECCA MCKIM
rebecca.mckim@stryker.com
Cell 616-202-8449

Remit to:
Stryker Medical
P.O. Box 93308
Chicago, IL 60673-3308

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
	1	ONE PER ORDER, MANUAL, ENG OPT	650608160000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	XPS Mattress - Black	6500003130			
	1	No Steer Lock Option	6506037000			
	1	3 YR X-Frame Powertrain Wnty	7777881669			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			
3.00	1	Power-PRO XT	6506000000	\$14,074.82	\$14,074.82	
		Options				
	1	Power-PRO XT	6506000000	\$12,047.40	\$12,047.40	
	1	Power-LOAD Compatible Option	6506127000	\$1,284.08	\$1,284.09	
	1	3 Stage IV Pole PR Option	6500315000	\$261.51	\$261.51	
	1	Pocketed Back Rest Pouch	6500130000	\$196.65	\$196.65	
	1	Retractable Head Section O2	6085046000	\$139.38	\$139.38	
	1	Head End Storage Flat	6500128000	\$105.57	\$105.57	
	1	Equipment Hook	6500147000	\$40.02	\$40.02	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	Standard Siderails	6506031000			
	1	No Runner/HE O2	0054200994			
	1	Trendelenburg	6085031000			
	1	ONE PER ORDER, MANUAL, ENG OPT	650608160000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	G-Rated Mattress - Black	6506034000			
	1	No Steer Lock Option	6506037000			
	1	3 YR X-Frame Powertrain Wnty	7777881669			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			
4.00	1	MTS POWER LOAD	639005550001	\$19,542.87	\$19,542.87	

Note:
Year End Promo Pricing. Expires December 21st, 2018. All orders under this promo can have delayed shipping (and therefore invoicing) up to September 1st, 2019. All orders can be modified or cancelled with no penalty up to 30 days prior to your requested delivery date.

Product Total	\$64,798.59
Freight	\$0.00
Tax	\$0.00
Total	\$64,798.59

Signature: _____ Title/Position: _____ Date: _____

Deed Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: 2% Tribal Grant Application- Cardiac Monitors

DATE: May 20, 2019

PRESENTED BY: Gerard Doan, Chief of Police

BACKGROUND:

This grant application is being submitted to The Grand Traverse Band of Ottawa and Chippewa Indians (GTB) for a new cardiac monitor. Twice per year this entity awards funding in the form of zero cost grants to EMS and fire agencies for life saving equipment and education. This application, in the form of a matching grant will allow Charlevoix EMS to replace two Lifepak 12 monitors that are 15 years old. Last year we were able to replace two of the four monitors we have and this grant would allow us to replace the remaining two outdated monitors.

RECOMMENDATION:

Motion to authorize the City Manager to sign the grant application for cardiac monitors and forward to the GTB for their consideration.

ATTACHMENTS:

- ▣ Tribal Grant Application

**Tribal Council Allocation of 2% Funds
Application Form**

PLEASE NOTE:

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

***ONLY APPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN
GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle: X JUNE – New submission date, Postmarked by MAY 31st
_____ DECEMBER – New submission date, Postmarked by NOVEMBER 30th
2. Name of Applicant: City of Charlevoix EMS
Address: 210 State Street
Charlevoix, MI 49720
Phone #: 231-547-3279 Fax #: 231-547-3266
Printed Name: Mark Heydlauff
- **Authorized Signature:** _____
(Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)
- Title: Charlevoix City Manager
E-mail address: MarkH@CharlevoixMI.gov
- Printed Name of contact person: Donald R. McMullen
Telephone #: 231-547-3279 Fax #: 231-547-3266
E-mail address: donaldm@charlevoixmi.gov
3. Type of Applicant: X Local Government _____ Local Court
_____ Township _____ County Commissioner _____ Road Commission
_____ Public School District _____ College _____ Charter School
_____ Public Library _____ Sheriff/Police Department _____ Fire Department
_____ 501c3 applying through local unit of government (name): _____

Purpose of Funding:

Cardiac monitoring is a critical need when it comes to assessing and treating patients with possible cardiac issues related to their heart. Approximately 610,000 people die from heart disease every year and at least 48 % of all adults in the US have some form of heart disease. **Common heart attack signs and symptoms include:**

- Pressure, tightness, pain, or a squeezing or aching sensation in your chest or arms that may spread to your neck, jaw or back.
- Nausea, indigestion, heartburn or abdominal pain.
- Shortness of breath.
- Cold sweat.
- Fatigue.
- Lightheadedness or sudden dizziness.

When we respond to patients complaining of one or more of the above symptoms, we immediately place them on a cardiac monitor. A **cardiac monitor**, also known as a heart monitor, is a device that allows for the continuous monitoring of the heart's activity through electrocardiography (ECG/EKG). In the setting of out-of-hospital [acute medical care](#), ambulance services and other [emergency medical services](#) providers utilize heart monitors to assess the patient's cardiac rhythm. Providers licensed or certified at the Intermediate or [Paramedic](#) level are qualified to interpret ECGs. *The finding of a cardiac dysrhythmia (or for that matter, a [normal sinus rhythm](#)) may give additional information about the patient's condition or may be a sufficient diagnosis on its own to guide treatment.*

Some digital patient monitors, especially those used EMS services, often incorporate a defibrillator into the patient monitor itself. These monitor/defibrillators usually have the normal capabilities of an ICU monitor but have manual (and usually semi-automatic AED) defibrillation capability. This is particularly good for EMS services, who need a compact, easy to use monitor and defibrillator, as well as for inter- or intrafacility patient transport. The monitor defibrillator units often have specialized monitoring parameters such as waveform capnography, invasive BP, and Masimo Rainbow SET pulse oximetry. Examples of monitor defibrillators are the Lifepak 12, 15 and 20 made by Physio Control.

STATEMENT OF NEED:

Charlevoix EMS operates three (3) transporting ambulances and a non-transporting echo unit for supplemental fast response to medical emergencies. Earlier last year we were able to replace two of our four cardiac monitors with Life Pak 15 units. The units we replaced were 15 years old and outdated in terms of their technology and reliability. We're in desperate need of replacing the remaining two Life Pak 12 Monitors which are outdated. They no longer give reliable readings and are unable to transmit reports to the receiving hospital. By supporting this matching grant application, we will be able to replace the remaining Life Pak 12 monitors with up to date Life Pak 15 units. This will result in improved assessment and treatment of patients which are having medical emergencies tied to cardiac compromise.

4. Fiscal Data: Amount Requested: \$ 22,935.00 Percent: 50 %
 Local Leveraging: \$ 22,935.00 Percent: 50 %
 (Match)
 Total Budget: \$ 45,870.00 Percent: 100 %

5. Target Population numbers: 15,746 Children 66,972 Adults _____ Elders
 (Indicate the 276 Total GTB member Community _____ Others
 number of GTB members)

6. Counties Impacted: X Antrim _____ Benzie _____ Charlevoix _____
 _____ Grand Traverse _____ Leelanau _____ Manistee

7. Brief Description (purpose of funding); include statement of need:

See Attached

8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.

- (b) Recommendation from Parent Committee: _____ YES _____ NO

Please have the Parent Committee sign the attached Certification Form.

- (c) Describe parent involvement in project: _____

- (d) Does the school receive Title VII Indian Education Funds? _____ YES _____ NO

If yes, how much: _____

9. What are the start and completion dates of the proposed project?

Start 9-1-19 Completion 10-15-19

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

_____ YES X NO. If yes, please list the start and end dates and amount:

_____ - _____ and amounts: _____

_____ - _____ and amounts: _____

_____ - _____ and amounts: _____

11. Is the proposed project new new or a continuation project NA?

If this is a continuation project, please explain why there is a need to continue funding:

12. If the previous project has been completed, did you submit your 2% report? NA YES _____ NO.
The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, **your current application will not be considered!** 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.
13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).
Upgrading our cardiac monitoring capabilities will result in improved pre-hospital care for all patients we care for in the five(5) township we serve and the geographic areas we support with mutual aid.
14. How will the success of the project be assessed (evaluation plan)? All patient interaction that require use of a cardiac monitor are subject to a comprehensive quality assurance and quality improvement review.
15. If new staff is required, will preference be given to Native American applicants?
X YES _____ NO
16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:

- 1) Execute authorized signature on first page, question #2. ✓
- 2) Attach 1-page budget ✓
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline: ✓
 - If for June cycle, postmarked by May 31st.
 - If for December cycle, postmarked by November 30th.

Mail completed 2% applications to:

**Attention: 2% Program
Grand Traverse Band of Ottawa and Chippewa Indians
2605 N.W. Bay Shore Drive
Peshawbestown, MI 49682**

If you have any questions, please call 231-534-7601.

ONE PAGE BUDGET-SEE ATTACHED

PHYSIO CONTROL LIFEPAK 15 CARDIAC MONITOR PROJECT



Physio-Control, Inc
 11811 Willows Road NE
 P.O. Box 97006
 Redmond, WA 98073-9706 U.S.A.
www.physio-control.com
 tel 800.442.1142
 Sales Order fax 800.732.0956
 Service Plan fax 800.772.3340

To
CHARLEVOIX
 Attn: Don McMullen
 210 STATE ST
 CHARLEVOIX, MI 49720
 (231) 499-5820
donald.mcmullen@cardinalhealth.com

Quote Number 00132243
Revision # 1
Created Date
Sales Consultant Pierce Szubelak
 (989) 255-4433
pierce.szubelak@stryker.com
FOB Redmond, WA
Terms All quotes subject to credit approval and the following terms and conditions
NET Terms NET 30

Expiration Date

Product	Product Description	Quantity	List Price	Unit Discount	Unit Sales Price	Total Price
99577-001955	LIFEPAK 15 V4 Monitor/Defib, Adaptive Biphasic, Manual & AED, Color LCD, 100mm Printer, Noninvasive Pacing, Metronome, Trending, SpO2, NIBP, 12-Lead ECG, EtCO2, Bluetooth INCLUDED AT NO CHARGE: 2 PAIR QUIK-COMBO ELECTRODES PER UNIT - 11996-000091, TEST LOAD - 21330-001365, IN-SERVICE DVD - 21330-001486, SERVICE MANUAL CD- 26500-003612 (one per order) and ShipKit- (RC Cable) 41577-000284. HARD PADDLES, BATTERIES AND CARRYING CASE NOT INCLUDED.	2.00	32,125.00	-6,425.00	25,700.00	51,400.00
Trade-in product	Trade in of LIFEPAK 12 Biphasic - 3 Feature towards the purchase of Lifepak 15	2.00	0.00	0.00	-6,500.00	-13,000.00
11160-000013	NIBP Cuff-Reusable, Child	2.00	25.00	-5.00	20.00	40.00
11160-000017	NIBP Cuff -Reusable, Large Adult, Bayonet	2.00	34.00	-6.80	27.20	54.40
11171-000046	M-LNCS DCI, Adult Reusable Sensor, 1/box	2.00	301.00	-60.20	240.80	481.60
11171-000047	M-LNCS DCIP, Pediatric Reusable Sensor, 1/box	2.00	301.00	-60.20	240.80	481.60
11220-000028	Carry case top pouch for use w/LIFEPAK 12 or LIFEPAK 15	2.00	59.00	-11.80	47.20	94.40
11260-000039	LIFEPAK 15 Carry case back pouch	2.00	84.00	-16.80	67.20	134.40
11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	2.00	327.00	-65.40	261.60	523.20
11577-000004	Station Battery Charger - For the LP15	1.00	1,900.00	-380.00	1,520.00	1,520.00
21330-001176	LP 15 Lithium-Ion Battery 5.7 amp hrs	6.00	479.00	-95.80	383.20	2,299.20
21996-000109	Titan III - WiFi Gateway	2.00	1,035.00	-207.00	828.00	1,656.00

Subtotal	USD 45,684.80
Estimated Tax	USD 0.00
Estimated Shipping & Handling	USD 185.00

Current Sales Tax Rates will be applied at the time of Invoice and tax rate is based on the Ship To location

Grand Total	USD 45,869.80
-------------	---------------

	Pricing Summary Totals
List Price Total	USD 73,356.00
Total Contract Discounts Amount	USD 0.00
Total Discount	USD -14,871.20
Trade In Discounts	USD -13,000.00
Tax + S&H	USD 185.00

GRAND TOTAL FOR THIS QUOTE
USD 45,869.80

Please provide a company Issued Purchase Order that Includes Billing and Shipping Address.
PO must reference payment terms of Net 30 days.

- OR -

Required information if no Purchase Order is provided

Billing Address same as address on quote	Shipping Address same as Billing Address
Account Name	Account Name
Address	Address
City	City
State Zip Code	State Zip Code
Accounts Payable Contact Information	
Accounts Payable Contact	Accounts Payable Phone Number
Accounts Payable Email	Customer is Tax Exempt? Yes No
Authorized Customer Signature	
Name	Signature
Title	Date

Optional information:

Special Ship to Address

Comments

For Multiple End Users, please attach a supporting document with End User name, physical location, product type and quantity

To update any customer information, please complete form at www.physio-control.com/account/

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: 2% Tribal Grant Application- Tasers

DATE: May 20, 2019

PRESENTED BY: Gerard Doan, Chief of Police

BACKGROUND:

The Charlevoix City Police Department is requesting funding from the Grand Traverse Band of Ottawa and Chippewa Indians (GTB) to replace the department's tasers. The current tasers have reached their life expectancy and will need to be replaced. Recent studies show tasers have saved over 75,000 lives since they were first introduced.

RECOMMENDATION:

Motion to authorize the City Manager to sign the grant application for tasers and forward to the GTB for their consideration.

ATTACHMENTS:

- ▣ taser 2%

**Tribal Council Allocation of 2% Funds
Application Form**

PLEASE NOTE:

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

***ONLY APPLICATIONS FROM LOCAL UNITS OF GOVERNMENT LOCATED WITHIN
GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% FUNDING**

1. Allocation Cycle: ☒ JUNE – New submission date, Postmarked by **MAY 31st**
_____ DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**
2. Name of Applicant: Charlevoix City Police Department
Address: 210 State St.
Charlevoix, MI 49720
Phone #: 231-547-3258 Fax #: 231-547-3255
Printed Name: Mark Heydlauff
- Authorized Signature: _____
(Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)
- Title: Charlevoix City Manager
E-mail address: markh@charlevoixmi.gov
- Printed Name of contact person: Gerard Doan
Telephone #: 231-547-3258 Fax #: 231-547-3255
E-mail address: gerardd@charlevoixmi.gov
3. Type of Applicant: _____ Local Government _____ Local Court
_____ Township _____ County Commissioner _____ Road Commission
_____ Public School District _____ College _____ Charter School
_____ Public Library ☒ Sheriff/Police Department _____ Fire Department
_____ 501c3 applying through local unit of government (name): _____

4. Fiscal Data: Amount Requested: \$ 11,641.00 Percent: 100 %
 Local Leveraging: \$ _____ Percent: _____ %
 (Match)
 Total Budget: \$ 11,641.00 Percent: 100 %
5. Target Population numbers: 343 Children 1572 Adults 516 Elders
 (Indicate the 26 Total GTB member Community _____ Others
 number of GTB members)

6. Counties Impacted: _____ Antrim _____ Benzie ☒ Charlevoix
 _____ Grand Traverse _____ Leelanau _____ Manistee

7. Brief Description (purpose of funding); include statement of need:
 Our department's current tasers have reached their maximum lifetime of 5 years. Taser manufacturer companies have discovered components of tasers wear out over time, just like any other technical equipment, and they recommended lifetime of a taser is 5 years. As components wear out, tasers don't operate as expected and the risk of a taser failing increases. As tasers get older the risk rises, especially around the fifth year of a taser's use. With our tasers having met their 5-year lifetime recommendation, our department is in need of new tasers for our officers. Since tasers were first introduced introduced to law enforcement agencies they have had significant positive impact on the safety of police officers and community members. Recent studies show tasers have saved over 75,000 lives since first being introduced. They have also prevented thousands of injuries and deaths among law enforcement officers and community members. New tasers are crucial in maintaining this level of community and officer safety.

8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% allocation.**

Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.

- (b) Recommendation from Parent Committee: ☐ YES ☒ NO

Please have the Parent Committee sign the attached Certification Form.

- (c) Describe parent involvement in project: _____

- (d) Does the school receive Title VII Indian Education Funds? ☐ YES ☐ NO

If yes, how much: _____

9. What are the start and completion dates of the proposed project?

Start N/A Completion _____

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

☒ YES ☐ NO. If yes, please list the start and end dates and amount:

2013 (estimated) - 2014 (estimated) and amounts: unknown

_____ - _____ and amounts: _____

_____ - _____ and amounts: _____

11. Is the proposed project new ☒ or a continuation project ☐?

If this is a continuation project, please explain why there is a need to continue funding:

12. If the previous project has been completed, did you submit your 2% report? ☒ YES ☐ NO.
The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered! 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.
13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).
N/A
14. How will the success of the project be assessed (evaluation plan)?
The necessary level of officer safety will be met with the purchase of new tasers.
15. If new staff is required, will preference be given to Native American applicants?
☒ YES ☐ NO
16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:

- 1) Execute authorized signature on first page, question #2.
- 2) Attach 1-page budget
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline:
 - **If for June cycle, postmarked by May 31st.**
 - **If for December cycle, postmarked by November 30th.**

Mail completed 2% applications to:

**Attention: 2% Program
Grand Traverse Band of Ottawa and Chippewa Indians
2605 N.W. Bay Shore Drive
Peshawbestown, MI 49682**

If you have any questions, please call 231-534-7601.

Grand Traverse Band of Ottawa and Chippewa Indians 2% Indian Education Parent Committee Certification Form

Instructions: By filling out this form, you are certifying that only one 2% application is being submitted for your school district's Indian Education/Title VII program.

We affirm that we have participated in providing information regarding the content of this 2% application for the Grand Traverse Band of Ottawa and Chippewa Indians (GTB).

We affirm that previous 2% reports have been submitted to GTB for 2% funding that this school district has received from GTB.

As current members of this school district's Parent Committee for the Indian Education Program/Title VII, we approve of and certify that this 2% application is being submitted on behalf of the Charlevoix Public School District. (Name of school district)

Gerard Doan

5/20/2019

Print Name

Sign Name

Date

Print Name

Sign Name

Date

Print Name

Sign Name

Date

Print Name

Sign Name

Date

Print Name

Sign Name

Date

Print Name

Sign Name

Date



Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737

Q-212032-43588.790JS

Issued: 05/03/2019

Quote Expiration: 05/31/2019

Account Number: 114932

Payment Terms: Net 30
Delivery Method: Fedex - Ground

SHIP TO

Scott Hankins
Charlevoix City Police Department - MI
210 STATE ST.
Charlevoix, MI 49720
US

BILL TO

Charlevoix City Police Department - MI
210 STATE ST.
Charlevoix, MI 49720
US

SALES REPRESENTATIVE

Joshua Sparks
Phone: 480-905-2044
Email: jsparks@axon.com
Fax:

PRIMARY CONTACT

Scott Hankins
Phone: (231) 547-3258
Email: scotth@charlevoixmi.gov

Outright 2019 (Due Net30)

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Hardware					
22001	HANDLE, YELLOW, CLASS 2, X2	7	1,220.00	1,220.00	8,540.00
22010	PPM, STANDARD BATTERY PACK, X2/X26P	7	65.00	65.00	455.00
22014	WARRANTY, 4 YEAR, X2	7	378.00	378.00	2,646.00
Subtotal					11,641.00
Estimated Shipping					0.00
Estimated Tax					0.00
Total					11,641.00
Grand Total					11,641.00

CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Ambulance Purchase for \$262,450

DATE: May 20, 2019

PRESENTED BY: Gerard Doan, Chief of Police

BACKGROUND:

The Charlevoix EMS Department is seeking to purchase a new ambulance for this fiscal year. Funds have been put aside according to the capital plan over the years for this purchase. The current ambulance fleet consists of three ambulances. The Alpha 1 Ambulance was manufactured in 2014 and has 55,860 miles, the Alpha 2 Ambulance was manufactured in 2004 and has 85,322 miles, and the Alpha 3 Ambulance was manufactured in 2002 and has 91,002 miles.

The two oldest Ambulances due to their age, mileage, wear and tear are requiring more repairs and spending less time in service. A new Ambulance added to the fleet will allow the EMS Department the opportunity to respond to more calls because it will be more reliable than the older Ambulances. We will hold on to the oldest ambulance for the time being as a back-up unit.

The Ambulance selected is a Ford F-450 4X4 Demers with some major equipment. A Stryker Stretcher and other equipment will be required to be purchased to get the new Ambulance ready for service. The total outfitted ("road ready") Ambulance price \$262,450.

Given the current process for renewing the service agreements with the Townships, we recommend you permit the City Manager to execute the purchase upon final approval of the agreement by all parties since the service is dependent on our service area.

RECOMMENDATION:

Motion to authorize the City Manager to approve the purchase of a Ford F-450 4X4 Demers Ambulance with a Stryker Stretcher and other equipment to have a totally outfitted ("road ready") Ambulance for the price of \$262,450.00 upon final approval of the Ambulance Services Agreement by all signatories.

ATTACHMENTS:

- ▣ new ambulance purchase

Fwd: New 2019 Ambulance Estiante(s) Rig and Equipment

From : Gerard Doan <gerardd@charlevoixmi.gov>
Subject : Fwd: New 2019 Ambulance Estiante(s) Rig and Equipment
To : Kristen Matelski <kristenm@charlevoixmi.gov>

Wed, May 15, 2019 02:10 PM

1 attachment

From: "Donald McMullen" <donaiddm@charlevoixmi.gov>
To: "Gerard Doan" <gdoan@charlevoixmi.gov>
Sent: Tuesday, May 14, 2019 5:13:01 PM
Subject: New 2019 Ambulance Estiante(s) Rig and Equipment

Gerard-

Here's the updated packet for the new ambulance quote(s):

- * 2019 Ambulance \$ 194,175
- * Power Load Stretcher System \$ 35,134
- * Equipment and Supplies: \$ 33,141

Total Outfitted("Road Ready") Ambulance: \$ 262,450

—
Don McMullen, AEMT, FFI/II
Director of Charlevoix EMS
Mobile 231-499-5820
Office 231-547-3279
Fax 231-547-3266

— **new2019ambucouncil.pdf**
131 KB

Zimbra

donaldrm@charlevoixmi.gov

Demers F-450 4X4 with Liquid Spring Suspension - Demo, be in your area on Tuesday

From : Ahren Taszreak - Kodiak Emergency Vehicles
<ahren@kodiak-ev.com>

Fri, Apr 19, 2019 01:19 PM

6 attachments

Subject : Demers F-450 4X4 with Liquid Spring Suspension -
Demo, be in your area on Tuesday

To : Lyon Stephens
<paramedicstephens@hotmail.com>, Donald
McMullen <donaldrm@charlevoixmi.gov>, Dave
Shuell <daveshuell@kodiak-ev.com>

Don/Lyon - We have a really nice F-450 4X4 Demers Demo with Liquid Spring Suspension that can be in your area **next Tuesday**. **Would you like for us (Dave) to stop in with it?** This truck is available for immediate sale and it is scheduled to go to another dealer soon.

Price on this truck is \$194,175 and includes the following add-ons:

- Graphics to match current fleet
- Stryker Performance Load and cot upgrade (*Power Load Quat Attached*)
- Inverter (already part of electrical system)
- Change ALS to locking

I'm also working on putting a formal proposal together for you on this truck.

Attached are some pics. Thanks! Ahren

Ahren J. Taszreak

Kodiak Emergency Vehicles

"Serving Those Who Serve"

Vice President of Sales and Operations

Office: 517-803-4268 ext. 1

Cell: 517-667-1861

Fax: 517-827-4969

www.kodiak-ev.com



Comprehensive Quotation

Sales Account Manager
REBECCA MCKIM
rebecca.mckim@stryker.com
Cell: 616-202-8449

Remit to:
Stryker Medical
P O. Box 93308
Chicago, IL 60673-3308

End User Shipping Address
1169994
CITY OF CHARLEVOIX
210 STATE ST
CHARLEVOIX, MI 49720

Shipping Address
1169994
CITY OF CHARLEVOIX
210 STATE ST
CHARLEVOIX, MI 49720

Billing Address
1169994
CITY OF CHARLEVOIX
210 STATE ST
CHARLEVOIX, MI 49720

Customer Contact	Ref Number	Date	PO Number	Reference Field	Quote Type
	7020224	12/14/2018	QUOTE		

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
1.00	1	Power-PRO XT	6506000000	\$15,590.55	\$15,590.55	
		Options				
	1	Power-PRO XT	6506000000	\$12,047.40	\$12,047.40	
	1	XPS Siderails	6506040000	\$1,515.93	\$1,515.93	
	1	Power-LOAD Compatible Option	6506127000	\$1,284.09	\$1,284.09	
	1	3 Stage IV Pole PR Option	6500315000	\$261.51	\$261.51	
	1	Pocketed Back Rest Pouch	6500130000	\$196.65	\$196.65	
	1	Retractable Head Section O2	6085046000	\$139.38	\$139.38	
	1	Head End Storage Flat	6500128000	\$105.57	\$105.57	
	1	Equipment Hook	6500147000	\$40.02	\$40.02	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	No Runner/HE O2	0054200994			
	1	Trendelenburg	6085031000			
	1	ONE PER ORDER, MANUAL, ENG OPT	650606160000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	XPS Mattress - Black	6500003130			
	1	No Steer Lock Option	6506037000			
	1	3 YR X-Frame Powertrain Wmty	7777881689			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			
2.00	1	Power-PRO XT	6506000000	\$15,590.55	\$15,590.55	
		Options				
	1	Power-PRO XT	6506000000	\$12,047.40	\$12,047.40	
	1	XPS Siderails	6506040000	\$1,515.93	\$1,515.93	
	1	Power-LOAD Compatible Option	6506127000	\$1,284.09	\$1,284.09	
	1	3 Stage IV Pole PR Option	6500315000	\$261.51	\$261.51	
	1	Pocketed Back Rest Pouch	6500130000	\$196.65	\$196.65	
	1	Retractable Head Section O2	6085046000	\$139.38	\$139.38	
	1	Head End Storage Flat	6500128000	\$105.57	\$105.57	
	1	Equipment Hook	6500147000	\$40.02	\$40.02	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	No Runner/HE O2	0054200994			
	1	Trendelenburg	6085031000			



Comprehensive Quotation

Sales Account Manager
REBECCA MCKIM
rebecca.mckim@stryker.com
Cell: 616-202-8449

Remit to:
Stryker Medical
P.O. Box 93308
Chicago, IL 60673-3308

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
	1	ONE PER ORDER, MANUAL, ENG OPT	650606160000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	XPS Mattress - Black	6500003130			
	1	No Steer Lock Option	6506037000			
	1	3 YR X-Frame Powertrain Wnty	7777881669			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			
3.00	1	Power-PRO XT	6506000000	\$14,074.02	\$14,074.02	
		Options				
	1	Power-PRO XT	6506000000	\$12,047.40	\$12,047.40	
	1	Power-LOAD Compatible Option	6506127000	\$1,284.09	\$1,284.09	
	1	3 Stage IV Pole PR Option	6500315000	\$261.51	\$261.51	
	1	Pocketed Back Rest Pouch	6500130000	\$196.65	\$196.65	
	1	Retractable Head Section O2	6085046000	\$139.38	\$139.38	
	1	Head End Storage Flat	6500128000	\$105.57	\$105.57	
	1	Equipment Hook	6500147000	\$40.02	\$40.02	
	1	Dual Wheel Lock	6086602010			
	1	PR Cot Retaining Post	6085033000			
	1	Power Pro Standard Components	6506026000			
	1	Standard Siderails	6506031000			
	1	No Runner/HE O2	0054200994			
	1	Trendelenburg	6085031000			
	1	ONE PER ORDER, MANUAL, ENG OPT	650606160000			
	1	120V AC SMRT Charging Kit	6500028000			
	1	J Hook	6092036018			
	1	G-Rated Mattress - Black	6506034000			
	1	No Steer Lock Option	6506037000			
	1	3 YR X-Frame Powertrain Wnty	7777881669			
	1	2 Yr Bumper to Bumper Warranty	7777881670			
	1	DOM SHIP (NOT HI, AK, PR, GM)	0054030000			
	1	X-RESTRAINT PACKAGE	6500001430			
	1	STANDARD FOWLER	6506012003			
4.00	1	MTS POWER LOAD	639005550001	\$19,542.87	\$19,542.87	

Note:
Year End Promo Pricing Expires December 21st, 2018. All orders under this promo can have delayed shipping (and therefore invoicing) up to September 1st, 2019. All orders can be modified or cancelled with a penalty up to 30 days prior to your requested delivery date.

Product Total	
Freight	
Tax	
Total	435,134

Signature: _____ Title/Position: _____ Date: _____

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before

NEW 2019 AMBULANCE EQUIPMENT LISTING

<u>ITEM</u>	<u>COMPANY</u>	<u>TOTAL</u>
STAIR CHAIR	STRYKER	\$3,700
HALLIGAN	THE FIRE STORE	\$258
CARDIAC MONITOR	PHYSIO CONTROL	\$10,000
LUCAS CPR	PHYSIO CONTROL	\$10,000
VHF RADIOS	OTEC	\$2,500
SUCTION UNIT	BOUND TREE	\$995
PEDS TRACTION	BOUND TREE	\$209
ADULT TRACTION	BOUND TREE	\$430
IV PUMP	MED EX SUPPLY	\$1,500
AUTOVENT 3000	BOUND TREE	\$2,000
PULSE OXIMETER W CO	BOUND TREE	\$1,549

TOTAL	\$33,141
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CHARLEVOIX CITY COUNCIL

All Other Actions and Requests

TITLE: Mayoral Appointments

DATE: May 20, 2019

PRESENTED BY: Luther Kurtz, Mayor

BACKGROUND:

Mary Heid has requested re-appointment to the District Library Board for a three year term.

The DDA has one vacant seat for a four year term. At Council's April 15th meeting, a motion failed to appoint Sean Bradley to the DDA as a voting member. Mayor Kurtz would like Council to reassess Mr. Bradley's nomination.

RECOMMENDATION:

Motion to appoint ***name*** to the District Library Board term expiring June 2022.

Motion to appoint ***name*** to the DDA term expiring April 2023.

ATTACHMENTS:

- ▣ Application
- ▣ Application

Thank you for your interest in serving on a volunteer board, commission or committee. The purpose of this form is to provide the Mayor and City Council members with some information about residents considered for appointment. Your application will be kept active for six months and you will be contacted if you are chosen to serve.

☐ BOARD OF REVIEW	☐ HISTORIC DISTRICT COMMISSION	☐ SHADE TREE COMMISSION
☐ COMPENSATION COMMISSION	☐ HOUSING COMMISSION	☐ ZONING BOARD OF APPEALS
☐ DDA/MAIN STREET BOARD	☐ PLANNING COMMISSION	☒ OTHER <u>Library Board</u>
	☐ RECREATION ADVISORY COMMITTEE	☐ NO PREFERENCE

PLEASE PRINT

NAME: Mary Lynn Heid
 ADDRESS: 215 Park Ave, PO Box 698
 HOME PHONE: _____ CELL PHONE: 734-787-1714
 EMAIL: rheid221045mi@comcast.net
 ARE YOU A REGISTERED VOTER IN THE CITY? yes HOW LONG HAVE YOU LIVED IN THE CITY? 9 years
 HAVE YOU EVER BEEN CONVICTED FOR ANYTHING OTHER THAN A MINOR TRAFFIC VIOLATION? no

EDUCATIONAL BACKGROUND: masters degree

PROFESSIONAL QUALIFICATIONS AND/OR WORK EXPERIENCE: I worked for over 30 years for Novi Community Schools as a Speech/Language Therapist.

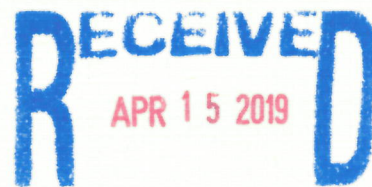
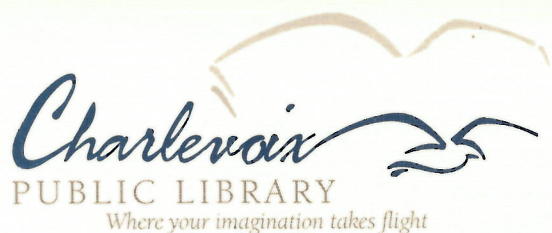
COMMUNITY ACTIVITIES AND/OR OTHER EXPERIENCE: I was on the Session at a Presbyterian Church for several years. I am currently president of the Charlevoix Area Garden Club. I am also a Friend of the Library, a member of the historical society and a member of the congregational church.
 HAVE YOU SERVED ON A BOARD/COMMITTEE OR HELD A CIVIC POSITION IN THE PAST? IF YES, PLEASE EXPLAIN:
Elder at First Presbyterian Church, Plymouth. Trustee at CPL. Trustee, 1st VP. and President C.A.G.C.

DO YOU FORESEE ANY POTENTIAL CONFLICTS OF INTEREST WHILE EXECUTING THE DUTIES OF THIS POSITION? IF YES, PLEASE EXPLAIN:
no

REASON(S) YOU WISH TO SERVE: I replaced Rick Brandi when he left the CPL Board. It is time to renew my appointment. I have not yet taken my turn as an officer. I have learned a lot, I enjoy working with the others on the board. I hope to continue to serve the City of Charlevoix in this way.
 HAVE YOU REVIEWED THE CURRENT MEETING SCHEDULE OF THE BOARD/COMMITTEE AND CAN COMMIT TO REGULAR MEETING ATTENDANCE? yes

SIGNATURE: Mary Lynn Heid DATE: May 3, 2019

RETURN APPLICATION TO THE CITY CLERK'S OFFICE: 210 STATE STREET CHARLEVOIX, MI 49720 - EMAIL clerk@charlevoixmi.gov



April 11, 2019

Dear members of the Charlevoix City Council,

Mary Lynn Heid has served the Charlevoix Public Library as your representative on our Board of Trustees for the past three years. Her term expires on June 30, 2019.

Mary Lynn would like to be re-appointed for a three-year term to run July 1, 2019-June 30, 2022. We respectfully request that you re-appoint her at your May meeting. If you have any questions, please call me.

Thank you for your continued support of the library,

Linda Adams
Library Director
Charlevoix Public Library
220 W. Clinton
Charlevoix, MI 49720
231-237-7360
linda@charlevoixlibrary.org

John Dixon
President, Board of Trustees
Charlevoix Public Library
231-675-6644
jrdixon2@charter.net

Print**Volunteer Boards and Committees Application - Submission #260****Date Submitted: 4/4/2019**

Thank you for your interest in serving on a volunteer board, commission or committee. The purpose of this form is to provide the Mayor and City Council members with some information about residents considered for appointment. Your application will be kept active for six months and you will be contacted if you are chosen to serve.

Committees and Boards to Apply For

- | | | | |
|---|---|--|--|
| ☐ Board of Review | ☐ Historic District Commission | ☐ Recreation Advisory Committee | ☐ No Preference |
| ☐ Compensation Commission | ☐ Housing Commission | ☐ Shade Tree Commission | ☐ Other |
| ☒ DDA / Main Street Board | ☐ Planning Commission | ☐ Zoning Board of Appeals | |

Other**Name**

Sean Paul Bradley

Email Address

20brasea@rayder.org

Address

14755 Vernida Avenue

Home Phone

2316759622

Cell Phone

2316759622

Are you a registered voter in the City?

- ☐ Yes
☒ No

How long have you lived in the City?

17 years

Have you ever been convicted for anything other than a minor traffic violation?

- ☐ Yes
☒ No

Please explain.

Educational Background

Junior at Charlevoix High School

Professional Qualifications and Work Experience

I have been a non-voting board member on the DDA since May 2018. I serve as chairman of the Junior Main Street Committee as well as a member of the Charlevoix Green Team. As chairman of Junior Main Street, I have led a project to revitalize Hoop Skirt Alley. I have worked downtown at Charlevoix Kilwin's for two summers and Terry's Place for one summer.

Community Activities and Other Experience

At school, I have served as a representative on our Student Council for the past three years. This includes planning the first day of school, Homecoming and Winterfest activities, as well as various fundraisers and food drives. I am an active member of the Lake Michigan Conference of the National Honor Society. Furthermore, I was chosen as Drum Major of the Charlevoix Rayder Marching Band. I take part in Model United Nations which gives me a glimpse into international relations. Since 6th grade I have been a cast member in Charlevoix High Schools Performing Arts. I also run on the Charlevoix Cross Country and Track and Field Teams.

Have you served on a business committee or held a similar position in the past?

- ☒ Yes
☐ No

If yes, please explain:

Since May 2018 I have served on the Charlevoix DDA as a non-voting board member. I have also been Chairman of the Junior Main Street Committee and served on the Charlevoix Green Team.

Do you foresee any potential conflicts of interest when executing the duties of this position?

- ☐ Yes
☒ No

If yes, please explain:

Comments and Wish List

After serving on the Charlevoix DDA for almost a year, I feel prepared to become a Voting Board Member of the board. Serving on the DDA has been incredible, and to be able to represent the youth of Charlevoix through this role has been an incredible opportunity. Now that I have had almost a year of experience as a non-voting member, I feel fully prepared to move into a position in which I can cast my vote. Serving my community is my passion and I believe there is no better way to do this than to serve in my local government. The city of Charlevoix is very important to me, and to be able to have a hand in its governing is something I look forward to. The time I have already spent on the board has gone very well, and the multiple roles I have taken on in my time in our government only furthers my want to serve. The increased responsibility of a voting role is something I look forward to and I believe I have the trust of both the board and community to fulfill this role.

Have you read with the committee the proposed schedule of the annual City Council and are you available to regular meeting attendance?

- ☒ Yes
☐ No

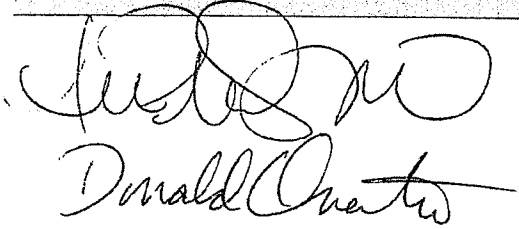
By signing below, I signal that I approve of Sean Bradley, a current non-voting member of the DDA, to be appointed as a voting member.

Signature	Business
Terry Lef + Kay Seelye	GLF. LTD Kilwins
Debbie Winger Muller	Color Wear
Annemah Jew	The Tatty Barn
Nancy Sugar	Elements Gallery
Edith Pair	Mushroom House Tours
Deborah Pratt	American Spoon
Anne M. Dipot	The Clothing Company
[Signature]	True North
Gail Bensen	That French Place
[Signature]	French Quarter
[Signature]	COTTAGE POTTERY
[Signature]	Cinema III/Cantina
[Signature] Evan Chappices	The Cantina

By signing below, I signal that I approve of Sean Bradley, a current non-voting member of the DDA, to be appointed as a voting member.

Signature

Business


Donald Chato

Harwood Gold ©
CHX BARBER

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: City Manager Comments

DATE: May 20, 2019

PRESENTED BY: Mark L. Heydlauff, City Manager

BACKGROUND:

A. 2020 Census

I met this week with David Springsteen, the area representative for the US Census Bureau. I'll be looking at some opportunities for public education regarding the Census and what citizens should know about responding to the Census. Given the funding significance of the Census, it is important everyone who calls Charlevoix home respond to the information and engage accordingly.

B. Renewable Energy Grant Wrap-up

I met this week and toured the community with representatives of the CS Mott Foundation, the Petoskey-Harbor Springs Community Foundation, the Charlevoix County Community Foundation and some of our non-profit sustainability partners. Together, we have been engaging in cooperative learning and actions regarding renewable energy in our region. This was a good opportunity to discuss our work with the Mott Foundation who funded the endeavor.

C. MDOT Grant

Earlier this spring, we applied for a grant from MDOT to repave May Street. We were not successful in this application.

D. Trout Pond Issues

In the past couple of weeks, we discovered some kind of leak around the trout pond that flooded a portion of the Harbormaster Building. We have called in a clean-up company and staff are continuing to diagnose the problem. I'll advise you if further measures are needed to correct the issue.

E. Corps of Engineers Projects

I've spoken over the past few weeks with our local representative from the Army Corps of Engineers. He is attempting to secure funding this spring for the repainting of the rails along the channel though this may necessitate they be painted the standard safety blue based on the usual standards of the Corps. If we insist on a different color, we would likely foot the bill and the work would not be done this spring. He is also working to have sediment removed at a couple points in the channel to preserve appropriate depths and to fix (again) the broken walkway to the lighthouse. I advised the lighthouse walkway is of paramount safety importance, especially as we approach the busy summer season.

ATTACHMENTS:

- ▣ PC Annual Report
- ▣ PC Minutes
- ▣ Recreation Advisory Committee minutes



CITY OF CHARLEVOIX

Charlevoix Planning Commission Annual Report 2019

Each year the Planning Commission reports to the City Council and to the public on the activities they undertook the previous 12 months, and the priorities they have for the year. The Commission met monthly this past year (May 2018-April 2019). Here is their report:

The Year in Review

Housing, housing, housing. It is a shared goal of both the Planning Commission and the City Council to allow for and incentivize additional long-term housing in Charlevoix. The Planning Commission spent the year zeroing in on ways to incrementally increase the number of dwelling units in the city.

- Housing was discussed at every meeting this past year. Starting with some demographics and household data and moving on to short-term rentals, long-term rentals or how to expand housing opportunities, every aspect of housing was examined.
- Articles were shared and discussed.
- The pros and cons of housing inspection programs were debated.
- In October the planning commission meeting was a walking tour through the R2 District to see first-hand how different types of housing fit into the character of the district.
- Specifics such as lot sizes, lot coverage, setbacks, minimum and maximum square footage requirements, and parking requirements were examined.
- The short-term rental standards were reviewed and an update to the current standards has been recommended.
- By the end of April 2019, the planning commission had produced standards for allowing accessory dwelling units, more boarding houses, home conversions and multiple-family units in the R2 District. These changes are on their way to being incorporated into the Ordinance.

And yet the Planning Commission did much more than *just* housing.

- They updated their Bylaws twice: once to reflect the new Remote Attendance Policy and the second time to include training requirements for commissioners.
- They heard from several individuals/organizations that wanted to donate either art, shuffleboard courts or historical educational signage to the city.
- Worked on the four Zoning Ordinance amendments and held a public hearing on each.
- Reviewed a site plan for Irish Boat Shop.
- Reviewed the parking standards in the Zoning Ordinance.

Updates to the Zoning Ordinance

There have been four updates to the Zoning Ordinance this past year. Three included an assortment of clarifications and updates while the fourth was expressly intended to expand housing opportunities in the residential district.

- The first amendment included updating the references to the new (2018) sign section of the Ordinance. It also corrected a few sentences or standards that were ambiguous.
- The second amendment updated the approval process for site plan reviews, special use permits, site condominiums, and planned unit developments. Previously these categories that had to be approved by City Council, but because the state law allows planning commissions, as the body appointed to draft and implement the Zoning Ordinance, to grant final approvals on these project types it was decided to streamline the process by keeping the decisions at the planning commission level.
- The third amendment included a hodge-podge of topics. After discovering that the Zoning Ordinance and the City Code contradict each other with regard to storage of recreational vehicles those standards were updated. The standards for illuminating commercial signs was also updated to reflect new lighting technology.

The third amendment also included some minor changes that made it easier for future, larger changes to come with regard to housing. It clarified some standards for B&Bs and Boarding/Rooming Houses and it reduced the off-street parking requirements for those uses.

- And last but not least, the fourth amendment was the first of several to come that will make it easier to create opportunities for additional housing in the R2 Residential District. This amendment allows for Accessory Dwelling Units in the R2 District when the property owner lives on site.

Public Hearings

In addition to holding a public hearing for each of the Zoning Ordinance amendments, the Planning Commission had only one public hearing this past year for a site plan review. The applicant, Irish Boat Shop, was seeking to construct a multi-use facility on Ferry Avenue that is slated to house the Charlevoix Yacht Club, a future mariners' program, bath and laundry facilities for the existing marina at the site, and a special events venue.

Looking Forward...

Back in the spring of 2018 the Planning Commission set their top eleven priorities. Four of those topics have been addressed (or almost). The rest of 2019 can be focused on the remaining priorities, such as:

- Changes to the process and procedures of site plan review with the intent to streamline the system for both the applicant and the city
- Assisting the city with the Redevelopment Ready Community process.
- A review of standards for various areas within the Zoning Ordinance such as home businesses, nonconformities, landscaping, and wind energy.
- Organizing and hosting a joint meeting with the neighboring townships.
- And other topics of importance as they arise.

Respectfully Submitted by the Members of the Planning Commission:

Chair: Sherm Chamberlain
Vice Chair: RJ Waddell

Members: Judy Clock
Benjamin Edwards
Mary Eveleigh
Toni Felter
Nelson Fletcher
Brian Gelb
Rick Golding
David Gray
Dennis Halverson
Jennifer Muladore
Philip Parr

Planning & Zoning Staff:

Planner: Kathy Egan, Networks Northwest

Zoning

Administrator: Jonathan Scheel, Networks Northwest

CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
Monday, April 8, 2019 - 6:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

A. Call to Order/Pledge of Allegiance

The meeting was called to order at 6:00 p.m. by Chair Chamberlain.

B. Roll Call

Chair:	Sherm Chamberlain
Members Present:	Ben Edwards, Toni Felter, Brian Gelb, David Gray, Dennis Halverson, Jennifer Muladore
Members Absent:	Phillip Parr, RJ Waddell
Staff Present:	Kathy Egan, Community Planner; Jonathan Scheel, Zoning Administrator

C. Inquiry into Potential Conflicts of Interest

D. Approval of Agenda

Agenda approved as presented.

E. Approval of the Minutes

1. March 11, 2019 Minutes

Motion by Member Edwards, second by Member Halverson to approve the minutes of March 11, 2019 as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment Not Related to Agenda Items

G. New Business

1. Draft R2 Housing Standards

Planner Egan reviewed in detail the recommended changes to the standards.

Member Gelb arrived at this time.

Discussion followed regarding the number of rooms allowed in a rooming/boarding house, number of bedrooms that could be rented in owner-occupied homes, home conversions, approved egress, new section on single-family and multi-family dwellings, aesthetics of new homes fitting in with the existing character of the neighborhood, and downtown area development requirements. Chair Chamberlain suggested that the draft standards be given a legal review before scheduling review of the standards for a possible joint meeting with the City Council, and the Commission concurred.

Zoning Administrator Scheel stated he mapped City-owned properties with property sizes and zoning. This included five small residential properties as well as the back half of the senior complex off Garfield which could potentially have 50 units.

Motion by Member Halverson, second by Member Gelb to have the City Attorney conduct a legal review of the proposed changes to the R2 housing standards. Motion passed by unanimous voice vote.

2. Draft Amendment – Parking (Sections 153.185)

Planner Egan reviewed in detail the proposed changes to the parking section of the Zoning Ordinance. Discussion continued regarding use and number of parking spaces required, shared parking, removing the payment in lieu of parking procedures program, and the City leasing eleven parking spaces in the downtown lots (\$1,000 per lot per year). Planner Egan felt that these changes did not need legal review. There was discussion also regarding parking issues related to snow removal.

H. Old Business

I. Staff Updates

1. STR Next Steps

Zoning Administrator Scheel stated that he received a Zoning Board of Appeals request for 906 Bridge Street (50' x 120' lot.) There is an old duplex now and the owner wants to put a triplex with a smaller footprint on the lot. They would be asking for a side setback variance and a variance for the required five parking spaces. He indicated this request shows the Commission what they could face in the future.

Zoning Administrator Scheel stated that there were about 75 homes registered as short-term rentals and he described the map he prepared showing their location. He stated that there were 180 short-term rentals based on listings on sites such as Airbnb. He also felt there was another category of short-term rentals where people do not advertise their units. He stated that the City Manager directed him to write a separate short-term rental ordinance which could include a registration fee, inspections, and police powers.

Zoning Administrator Scheel stated he received a site plan for an Airport hangar and discovered that there were no standards and regulations for such a building. He stated that he found very clear language in the Airport Ordinance that hangars are approved by the Airport Manager. Discussion followed regarding the need for Airport standards, that hangars were approved by the Airport Manager, and the need for a Master Airport Plan.

J. Request for Next Month's Agenda or Research Items

Planner Egan stated that she will have the Annual Report ready for the next Commission meeting.

K. Adjournment by 8:00 p.m. Unless Extended by Motion

Motion by Member Halverson, second by Member Gray to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 7:23 p.m.

Joyce M. Golding/fgm

City Clerk

Sherm Chamberlain

Chair



CITY OF CHARLEVOIX RECREATION ADVISORY COMMITTEE

Wednesday, December 12, 2018
Meeting Minutes

I. Call to Order/Roll Call

Chairperson Seely called the meeting to order at 6:00PM.

Members Present: Gowell, Mayte, Seely, Joy, Cunningham, Bryan, Kelly, Vollmer

Staff Present: Knorr, Anzell

Members Absent: Putman

II. Inquiry Regarding Possible Conflicts of Interest

None.

III. Determination of a Quorum

Yes.

IV. Motion to Approve Minutes

A. September 19, 2018 Meeting Minutes

Chairperson Seely called for a motion to approve the September 19, 2018 meeting minutes. Motion made by Member Mayte, second by Member Bryan. Motion passed by a unanimous voice vote.

V. Old Business

A. National Parks and Recreation Conference

Director Knorr reported on the National Parks and Recreation Conference that he attended in October. Knorr said it was very beneficial as he made great connections and brought back new knowledge of recreational opportunities. Knorr also reported that we hosted the Knuckles Knorth meeting on November 9. Knuckles Knorth provides opportunities for engagement and leadership positions in specific regions of Michigan and on specific parks and recreation topics. A brief meeting was held at City Hall, then the group continued discussion at Scovies, and wrapped up by touring key recreation areas in and around Charlevoix.

B. Marina Re-Cap

The season was financially successful. The Marina met revenue goals, and we were slightly up from last year. All pedestals have been updated and dock have

been repaired where needed. From here on, dock maintenance will be a constant budget item. Dock fees are being investigated with City Council.

C. Sailing Program

During the September meeting, RAC members asked for updates on the sailing program. Director Knorr reported that follow up is progressing and he will continue to research. He hopes to include an experience/sailing intro with our day camp kids next summer.

D. Chess Tables

Member Bryan asked Knorr to check out the chess board tables at Charlevoix Township Park. Director Knorr has investigated the chess tables with a few companies and is waiting feedback. He is also looking into in-town locations for the tables. As a side note, Member Kelly asked about follow-up on a Dog Park. Knorr agreed it is a hot topic within the City but a study on the reality hasn't been conducted yet. Even so, options for location seem to be the blocking issue.

VI. New Business

A. Farmer's Market

The DDA and City Council recently approved the Farmer's Market be moved under the Recreation Department umbrella. Director Knorr reported that Assistant Anzell will be the new Market Manager. Discussion amongst the committee ensued regarding how to remain viable off season as well as how to promote the market and bring in more wellness activities. Overall the Committee feels this is a positive move.

B. Kayak Launch

Knorr informed the Committee the Leadership Charlevoix County is taking on the project for the kayak launch. The goal is to raise \$25K to develop a launch at Ferry Beach. Any amount raised above that will go toward accessibility mats for our beaches. We will keep a watch for additional grant opportunities.

C. Ski School

Knorr passed out the new Mt. McSaubu brochures and noted how much better these are than the old ski school registration forms. The brochures allow us to promote all aspects of McSaubu. The brochures will be going home with students this week. Knorr and Boss have planned pep rallies this Friday at the Charlevoix Elementary School to get the kids excited about the upcoming season.

D. Candlelight Hikes

Also featured in the Mt. McSaubu brochure is a new activity – Candlelight Hikes. The community will be encouraged to participate in an unguided hike (or snowshoes and cross country skis) on the candlelit paths that will lead to a fire and hot cocoa. The hikes will be on Friday evenings beginning January 4, 2019. Knorr noted that this program emphasizes our health and wellness goals and gives more options for winter activities. The Committee noted that Camp Daggett brings in groups to demo snowshoeing. Knorr is hoping the hikes will

catch on regionally. Member Vollmer noted that the Golf Course is an excellent place to cross country ski. Chair Seely noted that Mt. Brighton has installed new elasticized tows. These are easier on gloves and provide a smoother ride up the hill. If Mt. McSauba moves to these in the future, it may promote more adult participation at our ski hill.

E. Co-Ed Volleyball

Director Knorr reported that teams are forming but we are off to a slow start with only three registered so far. We would like to see 6 teams participate and are looking at more avenues for promotion.

F. Shuffleboard

Director Knorr announced that a potential donor approached us with a rendering of shuffleboard courts and where they could be located. Knorr is getting quotes for installation/paving, etc. The ideas are still in discussion phase, but there is a high level of interest.

G. 2019 Meeting Schedules

It was agreed the Recreation Advisory Committee would continue to meet the second Wednesday in April (10), June (12), September (11) and December (11). Seely called for a motion to approve the 2019 meeting schedule. Motion to approve by member Bryan, second by member Kelly. Motion approved by a unanimous voice vote.

Knorr notified the Committee that terms are expiring this month for Gowell, Mayte and Seely. He expressed his hope that these members will stay on for another term. Director Knorr also noted that even though the by-laws state we have 6 members from the City and 1 from the Township, when in actuality we have 2 from the Township. The Committee said this was because it was difficult to recruit members.

VII. Miscellaneous Business

Chair Seely noted that the caution cones located at the crosswalks in front of the Golf Course seem to be dangerous. He would like to see appropriate and prominent signage along the street.

VIII. Call for Public Comment

None.

IX. Adjournment

With no other business to discuss, Chairperson Seely called for a motion to adjourn at 7:06PM. Motion made by Member Kelly, second Member Gowell. Motion passed by a unanimous voice vote.

Future meeting schedule: April 10, June 12, September 11 and December 11, 2019

CHARLEVOIX CITY COUNCIL

Reports and Communications

TITLE: Mayor and Council Comments

DATE: May 20, 2019

BACKGROUND:

Mayor Kurtz sent the attached letter to the Michigan Department of Transportation regarding the failure earlier this month of the bridge to operate normally.

ATTACHMENTS:

- ▣ Mayor Kurtz's letter to MDOT RE: Bridge Issues



May 6, 2019

Mr. Paul Ajegba, PE
Director, Michigan Department of Transportation
PO Box 30050
Lansing, MI 48909

Dear Director Ajegba:

The City of Charlevoix conveys its highest degree of concern that the bascule bridge over the Pine River in downtown Charlevoix has seemingly fallen into operational unreliability. On May 3, 2019 the bridge closed to highway traffic for nearly 5 hours. Again on May 4, 2019 the bridge was closed to highway traffic for another 3 hours. These bridge failures also caused disruption of marine traffic, including the interruption of funeral services on Beaver Island due to the inability of the Beaver Island Ferry to transit the waterways. These failures come less than 10 months after another bridge failure closed water traffic for 15 hours in the middle of July 2018.

These failures are unacceptable to the City Council, the business community of Charlevoix, our residents and visitors, and ought to be unacceptable to you and the State of Michigan. You and your department are obligated to serve the traveling public both by road and by water and the bascule bridge in Charlevoix clearly is a failure in this obligation.

It is unacceptable to us that twice in 24 hours we had to wait several hours for repair crews to travel from southern Michigan to work on a problem that is unique to lakeshore communities concentrated in the north. The failure of this bridge cripples emergency and routine public service, including the need to double staff ambulance crews and send resources all the way around Lake Charlevoix to serve the needs of the public in their most dire moments. Businesses suffer untold losses when traffic is kept away from our downtown.

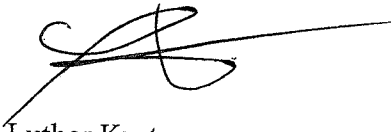
We call on you to take the following steps to correct this issue:

- We invite you and your decision-making team to visit us in Charlevoix to see the bridge and understand how this disruption impacts our residents and visitors. We believe this is an opportunity for you to plan how this problem can be addressed permanently.
- Rather than scrambling a repair crew that is several hours away, we believe you should station a qualified and competent repair team in Charlevoix to address on-going maintenance. We no longer believe that bridge issues are rare.
- We expect your department to compensate the City and other first responder agencies for labor and expenses incurred in performing traffic control functions, extra emergency services, and related activities surrounding these disruptions.

- Bridge work over the past couple of years has given the impression that downtown Charlevoix is impassable. We call on you to provide advertising money and compensation to our business community for lost revenue associated with these issues.

We know you are tasked with maintaining infrastructure across our state and we look forward to working with you on how to constructively improve the bridge here in Charlevoix. It is critical for us that this bridge be operational in all circumstances and for all types of traffic. We thank you for your consideration and look forward to meeting with you soon.

Very truly yours,
THE CITY OF CHARLEVOIX

A handwritten signature in black ink, appearing to be 'Luther Kurtz', with a long horizontal stroke extending to the right.

Luther Kurtz
Mayor

Cc: The Honorable Lee Chatfield, Speaker of the House of Representatives
The Honorable Wayne Schmidt, Senator for the 37th District
The Honorable Triston Cole, Representative for the 105th District
Mr. Todd Wyett, Michigan Transportation Commission Chairman
The Honorable Chris Christensen, Charlevoix County Board of Commissioners Chair
The Honorable Charles Center, Supervisor of Charlevoix Township
The Honorable Tom Neidhammer, Mayor of Boyne City
The Honorable Russ Peck, Mayor of East Jordan