



BOYNE CITY
CITY COMMISSION REGULAR MEETING
(Revised 9/22/14 – Item 9 C-1)
Boyne City Hall
319 North Lake Street
Tuesday, September 23, 2014 at Noon

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
 - A. Excuse Mayor Grunch from attending today's meeting
3. CONSENT AGENDA

The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed and placed as the last item under new business to receive full discussion. Such requests will be automatically respected.

 - A. Approval of the September 9, 2014 City Regular City Commission meeting minutes as presented
 - B. Approval to reappoint Bob Carlile to the Zoning Board of Appeals for a three-year term expiring on September 1, 2017
 - C. Approval to submit a grant application to the Rural Partners of Michigan for a community grant opportunity of up to \$800 and authorize the City Manager to sign all necessary documents to implement the grant if awarded
 - D. Approval to schedule a City Facilities Work Session for Tuesday, October 21, 2014 at 6:00 p.m.
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
 - A. August, 2014 Financial Statement
8. UNFINISHED BUSINESS
 - A. Public Hearing – East Street Portion Vacation
Consideration to hold a public hearing to receive public comment regarding the transfer of a 13 foot portion of excess right of way from the City of Boyne City to FO Barden, and authorize the City Manager to execute the documents
 - B. Food Truck Moratorium
Consideration to extend the Food Truck moratorium for an additional 90 days
9. NEW BUSINESS
 - A. Trail Towns Master Plan
Consideration to adopt the Trail Town Master Plan

- B. Safe Routes to School
Consideration to approve a resolution to submit a Safe Routes to School grant application with the project changes as described and authorize the City Manager to execute the documents
- C. Dog Park Grant Application
Consideration to approve the request of the Ridge Run Dog Park Committee to submit a grant in the amount of up to \$6,000 (1/4 of the total project costs) to the Charlevoix County Community Foundation on behalf of the City and authorize the City Manager to sign the necessary documents
- C-1 Avalanche Mountain Bike Trail
Consideration to allow TOMMBA to develop an improvement plan for the Avalanche Mountain Bike Trail and direct staff to work with TOMMBA on this process
- D. Marina Expansion Permit
Consideration to approve the Boyne City Marina Renovation Draft Permit from the MDEQ as presented and authorize the City Manager to sign and submit the documents for countersignature and authorize the City Manager to sign and submit the pending permit when received from the USACE providing there are no significant changes from what is proposed by the MDEQ
- E. Water System General Plan Update
Consideration to accept the proposal from C2AE to update the water system General Plan, hydraulic modeling, and reliability study and supporting documents as outlined in their proposal in the amount of \$13,850.00 and authorize the City Manager to sign the necessary documents
- F. Ambulance Bid Award
Consideration to accept the low bid from Kodiak Emergency Vehicles of Lansing in the amount of \$286,986 for two, 2015 Type One Ambulances and equipment, including trade-ins, and authorize the City Manager to complete and sign any necessary documents
- G. Airport Terminal Roof Replacement
Consideration to approve a contract with Jordan Construction to replace the Airport Terminal roof in the amount of \$10,375 and authorize the City Manager to execute the documents
- H. Airport Crack Seal Bids
Consideration to award a contract for Overband Crack Sealing at the Airport to Applied Pavement Maintenance in the amount of \$14,890 and authorize the City Manager to execute the documents

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for Tuesday, October 14, 2014 at 7:00 p.m.
- The MML Conference will be held October 15 – 17, 2014 at Northern Michigan University in Marquette
- A Master Plan Public Input Session will be held Thursday, October 23, 2014 at 7:00 p.m.

12. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, City Clerk/Treasurer, 319 North Lake Street, Boyne City, MI 49712; phone (231) 582-0334



Scan QR code or go to
www.cityofboyne.com
click on Boards & Commissions for complete
agenda packets & minutes for each board

**SEPTEMBER 9, 2014
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON TUESDAY SEPTEMBER 9, 2014

CALL TO ORDER

Mayor Ron Grunch called the meeting to order at 7:00 pm followed by the Pledge of Allegiance.

Present: Mayor Ron Grunch, Mayor Pro-Tem Gene Towne, Commissioners Derek Gaylord, Laura Sansom and Tom Neidhamer

Staff: Michael Cain, Scott McPherson, Jeff Gaither, Annie Doyle, Barb Brooks and Karen Seeley

Others: There were 8 citizens in attendance including representatives from the Petoskey News Review and Charlevoix County News

**CONSENT AGENDA
MOTION**

2014-09-115
Moved by Towne
Second by Sansom

2014-09-115A
To approve the August 26, 2014 City Regular City Commission meeting minutes as presented

2014-09-115B

Approval of Roger Reynolds from the Airport Board

2014-09-115C

Approval of recommendation to approve Richard Bouters to the Airport Board for a three year term ending August 24, 2017

2014-09-115D

Approval of recommendation to approve Brian Harrington to the Airport Board for a three year term ending August 24, 2017

Ayes: 5

Nays: 0

Absent: 0

Motion carried

CITIZENS COMMENTS

Brian Morrison reminded the commission of the celebration of the 200th anniversary of the National Anthem event at 7:00 am, September 14, 2014 at Veteran's Park

CORRESPONDENCE

A letter from the Petoskey News Review regarding a workshop on (FOIA) Freedom of Information Act, being held at North Central Michigan College Community room September 10th 5:30-7:30.

A letter from Sierra Swig regarding food trucks.

CITY MANAGERS REPORT

City Manager Cain reported:

- Staff continues to gather information on the Division Street water issue. We made changes to the drainage structure that we installed earlier this year. We found that the filter fabric were using around the device was holding water back and it was getting deeper than it should of have been and not draining as it should. That issue has been addressed and resulted in lower water levels and we anticipate meeting with the effected property owners in about a week or so.

- Work continues on the East and Ray Street project is scheduled for completion in late October
- Four phone interviews were held for the Main Street Manager position and will be scheduling in person interviews soon
- We are narrowing down the candidates for the Water Waste/Water Superintendent.
- The new Police Car was on display before the meeting and the old one will be sold.
- We are seeking bids for two new ambulances.
- We are seeking new liability insurance quotes
- Tomorrow is the second of the three week rubbish collection for September
- MEDQ public notice period for the proposed Lower Lake Street storm water outfall runs until tomorrow, September 10th.
- State of the Community Luncheon is September 11 at noon, Sommerset Pointe
- We have received several calls from people voicing their concern about a new wastewater treatment plant on Marshall Road and Advance; they wanted to know if Sommerset Pointe could still connect to our system? That option is still available to them if they so choose.
- The Marvin Loding award nominations are due September 22nd

Commissioner Gaylord inquired if the water level on Division Street is lower with the fabric issue resolved? Down about two feet. Are we still on track for the City Manager to get someone to research the property? We want to gather the data and try well points in the next couple of days. The staff has spoke with MSU Extension and Tip of the Mitt to get contacts.

Draft Minutes of the August 7, 2014 Main Street Board Meeting
 Draft Minutes of the August 18, 2014 Planning Commission Meeting
 Draft Minutes of the August 25, 2014 Airport Advisory Board Meeting
 were received and filed.

Consideration to authorize the City Manager and / or City Clerk / Treasurer to accept on the City's behalf, an easement from the MDNR thru Young State Park for the Boyne City Charlevoix non motorized trail. City Manager Cain explained an issue has arisen regarding the proposed easement for the first phase of the Boyne City Charlevoix Non Motorized Trail where it goes thru Young State Park. The Michigan Department of Natural Resources (MDNR) is prepared to grant an easement and provide it to Charlevoix County, however, the Michigan Department of Transportation (MDOT) has stated the easement needs to be insured to the City of Boyne City since we are the recipient of their grant to help fund the majority of the project.
 Staff Comment: None
 Citizen Comment: None

Board discussion: Commissioner Neidhamer stated this is just a matter of housekeeping, I'm in full support. Are we just the grantee? Yes one of the two major grantees. Is there any right of way concerns? This is all state property; they have addressed the problem, its common practice.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Boyne City Charlevoix Trail
Easement

Mayor Grunch, Mayor Pro Tem Town and Commissioner Sansom are in agreement.

2014-09-116

Moved by Neidhamer

Second by Towne

MOTION

To authorize the City Manager and / or City Clerk / Treasurer to accept on the City's behalf, an easement from the MDNR thru Young State Park for the Boyne City Charlevoix non motorized trail

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Michigan Mountain Mayhem
Gravel Grinder Rotary Park
Temporary Liquor License
Request

Consideration to approve a request from Paul Nichols for a temporary liquor license for the Michigan Mountain Mayhem Gravel Grinder event to be held Saturday, October 4, 2014

Bike event promoter Paul Nichols is hosting an endurance type of bicycle ride on Saturday October 4th and has applied for a Temporary Liquor License for the event. The event will start and finish at Rotary Park. Top of Michigan Trails Council will be the holder of the Temporary Liquor License, and will be receiving the profits for the sale of the alcohol beverages. There will be a defined area for the sale of alcohol.

Citizen's comments: Ron Crozier, nothing against bike events, however the bikers ride three and four abreast and when a car is coming they don't move. They have no courtesy for vehicles on the road.

Jim Bauman, Chamber Director: This is a "gravel grinder" so they will be on the back roads and gravel roads. Paul does a good job of bringing people to these events; it's a burst to the economy.

Staff Comments: Chief Gaither, Mr. Nichols has hosted several bicycle events with Temporary Liquor Licenses in the past and we have not encountered any problems from those events.

Board discussion: Commissioner Gaylord stated that the event organizers and law enforcement should remind people of the laws when biking. He inquired if the City Manager has heard any comments or concerns about having alcohol at Rotary Park? We allow alcohol in all of our parks except for Old City Park. We have never had any complaints on any of Paul's events. Mayor Grunch, Mayor Pro Tem Towne, Commissioners Neidhamer and Sansom are all in support.

2014-09-117

Moved by Towne

Second by Sansom

To approve a request from Paul Nichols for a temporary liquor license for the Michigan Mountain Mayhem Gravel Grinder event to be held Saturday, October 4, 2014

MOTION

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

Community Growth Grant

Consideration to authorize the City Manager to sign the Community Growth Grant Agreement provided by the Northwest Michigan Council of Governments for a maximum of \$7,500 for amenities toward the creation of a recreational trail head in Old City Park, way-finding signage and Wi-Fi

Annie Doyle, Assistant Planner reported the City has received notification from the Northwest Michigan Council of Governments that our Community Growth Grant application has been selected to receive funding assistance. As previously approved by the Commission, staff submitted a proposal for a project requesting the maximum \$7500 for amenities toward the creation of a recreational trail head in Old City Park and associated way-finding signage.

The specifics included were a renovated kiosk, way-finding signage and Wi-Fi. The project budget as proposed was \$15,000 Which will require a \$7,500 local match.

Citizens Comments: None

Staff Comments: None

Board discussion: Commissioner Gaylord inquired on the radius of the WiFi. Just the park. Commissioner Sansom inquired where the kiosk would be located. The Northeast corner of the park, close to East Street. Mayor Grunch, Mayor Pro Tem Towne and Commission Neidhamer are in full support.

2014-09-118
 Moved by Neidhamer
 Second by Towne

MOTION

To authorize the City Manager to sign the Community Growth Grant Agreement provided by the Northwest Michigan Council of Governments for a maximum of \$7,500 for amenities toward the creation of a recreational trail head in Old City Park, way-finding signage and Wi-Fi

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

LED Street Lighting Project Grant

Consideration to authorize the City Manager to prepare and submit a grant application to the Michigan Energy Office for street light conversion to LED for the maximum grant award amount of \$20,000

Annie Doyle, Assistant Planner informed the commissioners that the Michigan Energy Office (MEO) is offering matching grants for Michigan communities to upgrade their existing public street lights with light emitting diode (LED) lights. A total of \$40,000 is expected to be available. The grant will pay up to 50% of the LED street light equipment cost.

Applicants will be responsible for the remaining equipment, labor and other costs. All applications must provide a minimum cash match equal to 100% of the total requested grant funds. Currently the City has 89 metal halide and 8 high pressure sodium decorative street lights.

We have been considering ways to convert these street lights into the more energy efficient and cost effective LED lights and this grant provides an opportunity to do so.

Citizens comments: None

Staff comments: Andy Kovolski, Street Superintendent agrees this would be an excellent way to save money on utility costs with little maintenance. City Manager Cain agrees this is a great opportunity.

Board discussion: Commissioner Sansom: What would the actual price be to replace what we have? No figures, just in the preliminary phase right now. What is the life span? At least five years.

Commissioner Neidhamer: How much do we pay for street lighting now? Mid \$50,000. Mayor Pro-Tem: Replace, upgrade and save money. I am in support. Commissioner Gaylord: I have been a proponent of this for a long time. Make sure the light cast is appropriate. This is a viable venture.

All are in support.

2014-09-119

Moved by Sansom

Second by Gaylord

MOTION

To authorize the City Manager to prepare and submit a grant application to the Michigan Energy Office for street light conversion to LED for the maximum grant award amount of \$20,000

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Walkabout Sculpture
Show project

Consideration to approve the proposed Walkabout Sculpture Show project locations for spring, 2015

Annie Doyle, Assistant Planner explained that the Walkabout Sculpture Show is an activity sponsored by the Main Street Program and will be a year-long outdoor sculpture exhibit. The project will open in spring 2015 starting with four to six sculptures in the downtown district and public parks. The attached map shows the proposed sculpture locations for 2015. Each location will be on a case-by-case basis with approval from City Staff. The Parks and Recreations Commission voted to recommend these locations to the City Commission.

Citizen Comments: Jim Baumann, Chamber Director thanked Martha Sulfridge for bringing the Walkabout Sculpture Show concept

to us. This is really cool and adds to the public art we already have.
 Staff Comments: Andy Kovolksi, Street Superintendent stated that he has worked closely with the committee to find the locations.

Board discussion: Commissioner Neidhamer: This is an asset for our community, the more art the better. Mayor Pro-Tem Towne I am support of trying the proposed locations and see what type of feed back we get. Commissioner Gaylord: Are the sculptures from local artists? Two are from local artists; we are trying to keep the artists from Michigan. Commissioner Sansom: This is a good addition to down town; this community has always supported the arts. Mayor Grunch is in support.

2014-09-120

Moved by Towne

Second by Sansom

To approve the proposed Walkabout Sculpture Show project locations for spring, 2015

MOTION

Ayes: 5

Nays: 0

Absent: 0

Motion carried

Commissioner Gaylord inquired about the permits for North Boyne. They are down from last year. He thanked everyone that volunteered and helped out at the Drag Race. Mayor Pro-Tem Towne stated that he had been contacted about the washouts and broken asphalt on East Lincoln. He attended the Community picnic at the pavilion and the restrooms were in bad conditions. Commissioner Neidhamer agreed the restrooms need to be addressed. Mayor Grunch will be on vacation for the next meeting.

Good of the Order

Moved by Mayor Grunch, seconded by Commissioner Gaylord to adjourn the regular City Commission meeting of Tuesday, September 9, 2014 at 8:05 p.m.

MOTION

 Ron Grunch
 Mayor

 Karen Seeley
 Deputy Clerk



City of Boyne City

MEMO

Agenda Item B

Date: September 18, 2014

To: Michael Cain, City Manager *Mc*

From: Annie Doyle, Assistant Planner *gd*

Subject: Re-appointment of Zoning Board of Appeals Member Bob Carlile

With the expiration of Bob Carlile's term on September 1, 2014, he has volunteered to continue serving the on Boyne City's Zoning Board of Appeals and the ZBA recommended his reappointment on July 1, 2014 for another three year term expiring on September 1, 2017.

Recommendation:

That the City Commission appoint Bob Carlile to the Zoning Board of Appeals for a three year term expiring on September 1, 2017.

Addition to the agenda

The term of Bob Carlile is due to expire on September 1, 2014. Bob has indicated he is willing to serve another three year term. After board discussion, **motion by McClorey, seconded by Kubesh** to recommend to the City Commission the reappointment of Bob Carlile to a three year term on the Zoning Board of Appeals to expire on September 1, 2017

Recommendation of ZBA reappointment of Bob Carlile

MOTION

ZBA 2014-07-01 5B

Roll Call

Ayes: Carlile, Kubesh, McClorey, Murray and Reynolds

Nays: None

Absent: None

Motion carries

**Old Business
Reports of Officers, Boards
and Standing Committees**

None

**Good of the Order
Announcements**

If there is a meeting in August, Pat Kubesh will be unavailable.

Next Meeting

The next meeting of the Boyne City Zoning Board of Appeals is scheduled for August 5, 2014 at 5:00 p.m.

**Adjournment
MOTION**

ZBA 2014-07-01-10

McClorey moved, Murray seconded, PASSED UNANIMOUSLY a motion to adjourn the Tuesday, July 1, 2014 Boyne City Zoning Board of Appeals meeting at 5:29 p.m.

Patrick Kubesh, Chair

Pat Haver, Recording Secretary



City of Boyne City

MEMO

Agenda Item 3C

Date: September 19, 2014

To: Michael Cain, City Manager *Mc*

From: Annie Doyle, Assistant Planner *gd*

Subject: Rural Partners of Michigan Community Grant Award Request for Proposal

On September 15, 2014 City staff became aware of a small grant opportunity through the Rural Partners of Michigan (RPM) of up to \$800 for organizations engaged in rural community development. The grant application deadline was September 19, 2014. The grant focuses on areas including community economic development projects in rural communities and is awarded to five communities by the RPM bi-annually (each February and September) and requires no match for the approved proposals.

In order to take advantage of this opportunity, staff submitted a proposal for the sponsorship of one artist (\$800) for the recently approved Walkabout Sculpture Show.

Please find attached the RPM Community Grant Award Request for Proposal and the application submitted by staff on Friday, September 19, 2014.

Recommendation:

That the City Commission authorize the submittal of this grant application and authorize the City Manager, Michael Cain, to sign all necessary paperwork implementing the grant proposal if awarded.

Options:

- Postpone for further information or consideration.
- Do not authorize the grant application.
- Take no action.
- Other option as determined by the Commission.

Rural Partners of Michigan Community Grant Award Request for Proposal (RFP)

Eligibility Criteria

- This RFP is open to all nonprofit organizations working within or on behalf of rural Michigan.
- Grant funds should be used to directly benefit rural communities.
- A 501(c)(3) nonprofit organization, municipality or governmental entity must act as the fiduciary/grantee.
- Awards are limited to one per community per grant period.
- Applicants must have the ability to submit proposals electronically.

Applications for the Community Grant Award program are encouraged to include more than one entity or organization within a community or a larger geographic region. Priority will be given to programs or projects that have not been funded by Rural Partners of Michigan in the past and to communities that have gone through an RPM Community Assessment. Projects or programs selected to receive a Community Grant Award will be required to submit a brief final report when grant funds have been expended. As part of the final report grantees will be asked to submit a picture, press release outlining the project and also be willing to present their story at the annual Small Town and Rural Development Conference held yearly in April.

Proposal Submission

All grant proposals must be submitted online by the appropriate deadline through the Michigan Rural Council's website at www.michiganruralcouncil.org. All submitted proposals will receive confirmation of receipt.

Grants will be awarded bi-annually each year with deadlines in February and September. The Granting Committee, comprised of Board Members of the Rural Partners of Michigan (RPM), will select up to five proposals to be awarded during each of the two cycles throughout the year.

Background

The Rural Partners of Michigan is pleased to announce their Community Grant Award program. This program offers grants of up to \$800 to organizations engaged in rural community development work. RPM, as part of the Michigan Rural Council (MRC), seeks to connect and educate community leaders, provide expertise and advocate for policy and projects that impact rural Michigan. Some of the focus issues of RPM and MRC are:

- Agriculture
- Broadband Access and Adoption
- Economic Development
- Education
- Health
- Housing
- Renewable Energy and Energy Conservation
- Rural Philanthropy
- Transportation
- Other Rural Development/Community Economic Development Projects

Descriptions and more information can be found at www.michiganruralcouncil.org

Direct questions regarding eligibility or the application via email to Jessica AcMoody at acmoody@cedam.info or call 517-485-3588 x 1944.



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.boynecity.com

Phone 231-582-6597
Fax 231-582-6506

September 19, 2014

Jessica AcMoody
Michigan Rural Council Coordinator
1118 S. Washington Avenue
Lansing, MI 48910
acmoody@cedam.info

Dear Ms. AcMoody,

Enclosed please find our proposal for the RURAL PARTNERS OF MICHIGAN COMMUNITY GRANT. I believe that our proposal contains all of the elements spelled out in the grant description.

If you have any questions or need additional information, please don't hesitate to contact me at 231.582.0377 or by emailing mcaain@boynecity.com.

Sincerely,

Michael Cain
City Manager

Rural Partners of Michigan Community Grant Award Application

Date of Application: 9/18/14 Federal E.I.N.# 386004540

Legal name of organization applying: The City of Boyne City

(Should be same as on IRS determination letter and as supplied on IRS form 990)

Year Founded: 1865 Current Operating Budget: \$11,683,441

Executive Director: Michael Cain, City Manager

Contact Person/title (if different from Executive Director): _____

Address (principal/administrative office): 319 N. Lake Street

City/State/Zip: Boyne City, MI 49712 E-Mail: mcain@boynecity.com

Phone Number: 231-582-0377 Fax Number: 231-582-6506

List any previous support from this funder in the last five years: none

Project Name: Walkabout Sculpture Show

Purpose of Grant (one sentence): To help support the first year of Boyne City's community Walkabout Sculpture Show by sponsoring one local artist's sculpture to be placed in a public location downtown for one year as part of the art show.

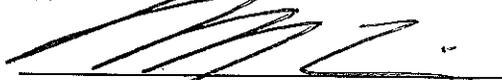
Dates of the Project: June 4, 2015-June 4, 2016 Amount Requested: \$800

Total Project Cost: \$4,000

Signature, Chairperson, Board of Directors September 19, 2014
Date

Rob Swartz, Chair of Boyne City Main Street Board

Typed Name and title



Signature, Executive Director September 19, 2014
Date

Michael Cain, Boyne City City Manager

Typed Name and title

Grant Request

Amount Requested: \$800

To which focus issue would this project most closely relate? Focus areas include:

- Agriculture
- Broadband Access and Adoption
- Economic Development
- Education
- Health
- Housing
- Renewable Energy and Energy Conservation
- Rural Philanthropy
- Transportation
- Other Rural Development/Community Economic Development Projects

This project will serve to help revitalize and enhance Boyne City with a focus on the economic development of our low-to-moderate income rural community.

In one or two sentences, tell us about your work and how it addresses the focus issue you selected:

The Walkabout Sculpture Show is an activity sponsored by the City of Boyne City and the Main Street Program and will be a year-long outdoor sculpture exhibit that provides an opportunity for the public to enjoy and interact with public art while supporting local artists and creating a unique sense of place in downtown Boyne City. Art projects such as this one have been proven to create jobs, attract investments, generate tax revenues, and stimulate local economies through tourism and consumer purchases.

What results do you expect to produce? (i.e. the benefits that your project will seek to achieve)

Helping Weak Economic Areas: Art projects such as the Walkabout Sculpture Show can benefit residents of areas often thought to lack economic strength—such as rural areas like Boyne City. At the heart of this project are individual artists who are typically well-connected to the communities where they reside. Linking these artists with entrepreneurial opportunities both inside and beyond Boyne City offers many economic development possibilities.

Attracting Tourism Dollars: The audiences drawn to the Walkabout Sculpture Show will also bring economic benefits for other businesses. A thriving cultural scene helps attract visitors who not only spend their money on recreational events, but also contribute to local economies by dining in restaurants, lodging in hotels, and purchasing gifts and services in the community.

How will you know when you're successful?

Success will be measured by recruiting at least 5 local artists to participate in the program and fundraise the money to sponsor each of these artists through local individual and/or corporate donations. In addition to this, success will be measured by an increase in sales for our local businesses and participation in our local events and recreational tourism activities.

GRANT BUDGET FORMAT

- A. Organizational Fiscal Year: April 30th
- B. Time period this budget covers: June 30, 2014 – June 30, 2016
- C. Expenses:

	<u>Amount requested</u>	<u>Total Project Expenses</u>
Salaries	\$0	\$0
Payroll Taxes	\$0	\$0
Fringe Benefits	\$0	\$0
Consultants and Professional fees	\$0	\$0
Insurance	\$0	\$0
Travel	\$0	\$0
Equipment	\$0	\$0
Supplies	\$0	\$0
Printing Copying	\$0	\$0
Telephone & Fax	\$0	\$0
Postage and Delivery	\$0	\$0
Rent	\$0	\$0
Utilities	\$0	\$0
Maintenance	\$0	\$0
Evaluation	\$0	\$0
Marketing	\$0	\$0
Other (specify)	\$800 (for one artist sponsorship)	\$4,000 (5 total artists sponsored for the project)

D. Revenue:

	<u>Committed</u>	<u>Pending</u>
1. Grants/Contracts/Contributions		
Local Government	\$0	\$0
State Government	\$0	\$0
Federal Government	\$0	\$0
Foundations	\$0	\$0
Corporations	\$ 500.00 Wildwood Rush	\$0
Individuals	\$ 500.00 Trish/Arch Wright	
	\$ 600.00 Bruce/Jodi Jansen	
	\$ 600.00 Pat/Andy Poineau	
	\$1,000.00 Pat O'Brien	
2. Earned Income		
Events	\$0	\$0
Publications	\$0	\$0
3. Membership Income	\$0	\$0
4. In-Kind Support	\$0	\$0
5. Other	\$0	\$0
Total Revenue	\$3,200	\$0



City of Boyne City

MEMO

Agenda Item 3D

Date: September 19, 2014
To: Mayor Grunch and the Boyne City City Commission
From: Michael Cain, City Manager 
Subject: City Facilities Work Session

Based on the progress being made by Environment Architects I think it would be beneficial to schedule a work session with them for an update and discussion outside a regular City Commission meeting. I would propose we meet on Tuesday, October 21st at 6:00 p.m.

RECOMMENDATION: That the City Commission schedule a City Facilities Work Session to be held on Tuesday, October 21st at 6:00 p.m.

Options:

- 1) Select another time and/or date for a work session.
- 2) Don't hold a work session
- 3) Other options as determined by the City Commission.

09/19/2014 08:15 AM
 User: Cindy
 DB: Boyne City

CASH SUMMARY BY FUND FOR BOYNE CITY

FROM 08/01/2014 TO 08/31/2014

FUND: 101 202 203 206 209 210 211 226 242 248 251 285 295 410 590 592 661

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 08/01/2014	Total Debits	Total Credits	Ending Balance 08/31/2014
101	GENERAL FUND	2,422,650.88	354,206.54	293,483.03	2,483,374.39
202	MAJOR STREET FUND	0.00	124,791.53	124,791.53	0.00
203	LOCAL STREET FUND	0.00	28,522.46	28,522.46	0.00
206	FIRE FUND	205,975.32	75,376.00	14,872.45	266,478.87
209	CEMETERY FUND	14,467.32	1,600.00	3,850.84	12,216.48
210	AMBULANCE FUND	45,275.63	60,271.63	41,486.82	64,060.44
211	SPECIAL PROJECTS FUND	5,403.56	1,011.00	786.50	5,628.06
226	RUBBISH COLLECTION FUND	0.00	0.00	0.00	0.00
242	BOYNE THUNDER FUND	114,123.95	0.00	13,761.88	100,362.07
248	DOWNTOWN DEVELOPMENT AUTHORITY	87,657.82	5,310.50	23,371.92	69,596.40
251	L DFA FUND	949,221.39	0.00	17,247.31	931,974.08
285	MARINA FUND	64,655.35	5,468.98	15,345.36	54,778.97
295	AIRPORT FUND	18,199.61	14,829.93	1,252.47	31,777.07
410	BOYNE SENIORS CENTER FUND	0.00	0.00	0.00	0.00
590	WASTEWATER FUND	1,987,646.01	99,843.76	83,781.28	2,003,708.49
592	WATER FUND	409,992.34	41,242.80	48,152.29	403,082.85
661	MOTOR POOL FUND	886,476.08	1,283.02	10,067.60	877,691.50
	TOTAL - ALL FUNDS	7,211,745.26	813,758.15	720,773.74	7,304,729.67

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND					
Revenues					
031-REVENUES	3,656,995.00	486,729.26	322,497.23	3,170,265.74	13.31
032-REVENUES	992,078.00	111,111.39	5,150.75	880,966.61	11.20
033-REVENUES	142,500.00	0.00	0.00	142,500.00	0.00
034-REVENUES	152,500.00	23,758.95	2,943.60	128,741.05	15.58
035-REVENUES	13,200.00	4,349.39	1,142.43	8,850.61	32.95
036-REVENUES	77,784.00	42,539.78	16,979.95	35,244.22	54.69
TOTAL Revenues	5,035,057.00	668,488.77	348,713.96	4,366,568.23	13.28
Expenditures					
101-LEGISLATIVE	20,695.00	9,935.70	0.00	10,759.30	48.01
151-PLANNING	170,363.00	46,053.91	11,631.57	124,309.09	27.03
173-GENERAL SERVICES	586,324.00	155,907.92	41,479.75	430,416.08	26.59
191-ELECTIONS	2,300.00	1,483.44	743.44	816.56	64.50
208-ACCOUNTING/AUDIT	12,800.00	6,000.00	0.00	6,800.00	46.88
209-ASSESSMENT/TAXES	70,610.00	21,885.17	7,092.33	48,724.83	30.99
210-LEGAL	60,000.00	8,621.27	1,233.77	51,378.73	14.37
248-GENERAL/OTHER SERVICES	161,300.00	28,823.03	9,027.27	132,476.97	17.87
250-HOUSING	0.00	1,390.14	30.16	(1,390.14)	100.00
265-PUBLIC BUILDINGS	1,195,240.00	65,033.45	10,368.53	1,130,206.55	5.44
301-POLICE DEPARTMENT	673,774.00	191,938.69	62,587.65	481,835.31	28.49
706-ENVIRONMENTAL	825.00	0.00	0.00	825.00	0.00
751-PARKS & RECREATION	327,900.00	113,281.06	16,470.57	214,618.94	34.55
804-MUSEUM	3,177.00	685.18	175.16	2,491.82	21.57
809-SIDEWALKS	808,000.00	0.00	0.00	808,000.00	0.00
899-CONTINGENCY	35,992.00	3,102.30	978.00	32,889.70	8.62
965-TRANSFERS OUT	905,757.00	451,119.59	122,073.08	454,637.41	49.81
TOTAL Expenditures	5,035,057.00	1,105,260.85	283,891.28	3,929,796.15	21.95
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	5,035,057.00	668,488.77	348,713.96	4,366,568.23	13.28
TOTAL EXPENDITURES	5,035,057.00	1,105,260.85	283,891.28	3,929,796.15	21.95
NET OF REVENUES & EXPENDITURES	0.00	(436,772.08)	64,822.68	436,772.08	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND					
Revenues					
030-REVENUES	1,540,719.00	396,892.52	124,791.53	1,143,826.48	25.76
TOTAL Revenues	1,540,719.00	396,892.52	124,791.53	1,143,826.48	25.76
Expenditures					
451-CONSTRUCTION	1,021,070.00	283,069.43	109,756.48	738,000.57	27.72
463-ROUTINE MAINTANCE	197,700.00	70,467.54	8,960.18	127,232.46	35.64
474-TRAFFIC SERVICE	32,200.00	2,351.16	681.73	29,848.84	7.30
478-WINTER MAINTENANCE	148,000.00	7,727.25	1,992.93	140,272.75	5.22
482-ADMINISTRATION	141,749.00	16,176.53	3,400.21	125,572.47	11.41
TOTAL Expenditures	1,540,719.00	379,791.91	124,791.53	1,160,927.09	24.65
Fund 202 - MAJOR STREET FUND:					
TOTAL REVENUES	1,540,719.00	396,892.52	124,791.53	1,143,826.48	25.76
TOTAL EXPENDITURES	1,540,719.00	379,791.91	124,791.53	1,160,927.09	24.65
NET OF REVENUES & EXPENDITURES	0.00	17,100.61	0.00	(17,100.61)	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR	AVAILABLE BALANCE NORMAL (ABNORM	% BGD USED
Fund 203 - LOCAL STREET FUND					
Revenues					
030-REVENUES	537,381.00	115,249.96	26,077.46	422,131.04	21.45
TOTAL Revenues	537,381.00	115,249.96	26,077.46	422,131.04	21.45
Expenditures					
451-CONSTRUCTION	20,763.00	671.51	226.06	20,091.49	3.23
463-ROUTINE MAINTANCE	308,100.00	86,875.53	18,815.60	221,224.47	28.20
474-TRAFFIC SERVICE	19,625.00	2,060.31	1,756.07	17,564.69	10.50
478-WINTER MAINTENANCE	120,610.00	6,913.90	1,879.63	113,696.10	5.73
482-ADMINISTRATION	68,283.00	16,151.11	3,400.10	52,131.89	23.65
TOTAL Expenditures	537,381.00	112,672.36	26,077.46	424,708.64	20.97
Fund 203 - LOCAL STREET FUND:					
TOTAL REVENUES	537,381.00	115,249.96	26,077.46	422,131.04	21.45
TOTAL EXPENDITURES	537,381.00	112,672.36	26,077.46	424,708.64	20.97
NET OF REVENUES & EXPENDITURES	0.00	2,577.60	0.00	(2,577.60)	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 206 - FIRE FUND					
Revenues					
030-REVENUES	293,000.00	(141,396.10)	75,376.00	434,396.10	(48.26)
TOTAL Revenues	293,000.00	(141,396.10)	75,376.00	434,396.10	(48.26)
Expenditures					
040-EXPENDITURES	266,341.00	37,659.76	14,872.45	228,681.24	14.14
TOTAL Expenditures	266,341.00	37,659.76	14,872.45	228,681.24	14.14
Fund 206 - FIRE FUND:					
TOTAL REVENUES	293,000.00	(141,396.10)	75,376.00	434,396.10	48.26
TOTAL EXPENDITURES	266,341.00	37,659.76	14,872.45	228,681.24	14.14
NET OF REVENUES & EXPENDITURES	26,659.00	(179,055.86)	60,503.55	205,714.86	671.65

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 209 - CEMETERY FUND					
Revenues					
030-REVENUES	68,755.00	10,900.00	1,600.00	57,855.00	15.85
TOTAL Revenues	68,755.00	10,900.00	1,600.00	57,855.00	15.85
Expenditures					
040-EXPENDITURES	68,755.00	25,187.52	3,850.84	43,567.48	36.63
TOTAL Expenditures	68,755.00	25,187.52	3,850.84	43,567.48	36.63
Fund 209 - CEMETERY FUND:					
TOTAL REVENUES	68,755.00	10,900.00	1,600.00	57,855.00	15.85
TOTAL EXPENDITURES	68,755.00	25,187.52	3,850.84	43,567.48	36.63
NET OF REVENUES & EXPENDITURES	0.00	(14,287.52)	(2,250.84)	14,287.52	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 210 - AMBULANCE FUND					
Revenues					
030-REVENUES	749,535.00	267,162.66	66,761.68	482,372.34	35.64
032-REVENUES	147,527.00	39,997.00	4,641.00	107,530.00	27.11
TOTAL Revenues	897,062.00	307,159.66	71,402.68	589,902.34	34.24
Expenditures					
040-EXPENDITURES	749,535.00	245,932.09	68,064.65	503,602.91	32.81
045-EXPENSES	182,000.00	0.00	0.00	182,000.00	0.00
TOTAL Expenditures	931,535.00	245,932.09	68,064.65	685,602.91	26.40
Fund 210 - AMBULANCE FUND:					
TOTAL REVENUES	897,062.00	307,159.66	71,402.68	589,902.34	34.24
TOTAL EXPENDITURES	931,535.00	245,932.09	68,064.65	685,602.91	26.40
NET OF REVENUES & EXPENDITURES	(34,473.00)	61,227.57	3,338.03	(95,700.57)	177.61

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR	AVAILABLE BALANCE NORMAL (ABNORM	% BDC USED
Fund 211 - SPECIAL PROJECTS FUND					
Revenues					
030-REVENUES	0.00	27,909.73	1,011.00	(27,909.73)	100.00
TOTAL Revenues	0.00	27,909.73	1,011.00	(27,909.73)	100.00
Expenditures					
040-EXPENDITURES	0.00	24,562.12	786.50	(24,562.12)	100.00
TOTAL Expenditures	0.00	24,562.12	786.50	(24,562.12)	100.00
Fund 211 - SPECIAL PROJECTS FUND:					
TOTAL REVENUES	0.00	27,909.73	1,011.00	(27,909.73)	100.00
TOTAL EXPENDITURES	0.00	24,562.12	786.50	(24,562.12)	100.00
NET OF REVENUES & EXPENDITURES	0.00	3,347.61	224.50	(3,347.61)	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 226 - RUBBISH COLLECTION FUND					
Revenues					
030-REVENUES	35,100.00	7,409.73	0.00	27,690.27	21.11
TOTAL Revenues	35,100.00	7,409.73	0.00	27,690.27	21.11
Expenditures					
040-EXPENDITURES	35,100.00	7,409.73	0.00	27,690.27	21.11
TOTAL Expenditures	35,100.00	7,409.73	0.00	27,690.27	21.11
Fund 226 - RUBBISH COLLECTION FUND:					
TOTAL REVENUES	35,100.00	7,409.73	0.00	27,690.27	21.11
TOTAL EXPENDITURES	35,100.00	7,409.73	0.00	27,690.27	21.11
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 242 - BOYNE THUNDER FUND					
Revenues					
030-REVENUES	165,000.00	93,137.35	0.00	71,862.65	56.45
TOTAL Revenues	165,000.00	93,137.35	0.00	71,862.65	56.45
Expenditures					
040-EXPENDITURES	140,100.00	100,876.89	13,761.88	39,223.11	72.00
TOTAL Expenditures	140,100.00	100,876.89	13,761.88	39,223.11	72.00
Fund 242 - BOYNE THUNDER FUND:					
TOTAL REVENUES	165,000.00	93,137.35	0.00	71,862.65	56.45
TOTAL EXPENDITURES	140,100.00	100,876.89	13,761.88	39,223.11	72.00
NET OF REVENUES & EXPENDITURES	24,900.00	(7,739.54)	(13,761.88)	32,639.54	31.08

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% B DGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
030-REVENUES	452,558.00	42,525.75	5,310.50	410,032.25	9.40
TOTAL Revenues	452,558.00	42,525.75	5,310.50	410,032.25	9.40
Expenditures					
731-EXPENDITURES	452,558.00	88,135.43	23,371.92	364,422.57	19.47
TOTAL Expenditures	452,558.00	88,135.43	23,371.92	364,422.57	19.47
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES	452,558.00	42,525.75	5,310.50	410,032.25	9.40
TOTAL EXPENDITURES	452,558.00	88,135.43	23,371.92	364,422.57	19.47
NET OF REVENUES & EXPENDITURES	0.00	(45,609.68)	(18,061.42)	45,609.68	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 251 - LDFA FUND					
Revenues					
030-REVENUES	887,841.00	0.00	0.00	887,841.00	0.00
TOTAL Revenues	887,841.00	0.00	0.00	887,841.00	0.00
Expenditures					
040-EXPENDITURES	887,841.00	62,505.86	17,247.31	825,335.14	7.04
TOTAL Expenditures	887,841.00	62,505.86	17,247.31	825,335.14	7.04
Fund 251 - LDFA FUND:					
TOTAL REVENUES	887,841.00	0.00	0.00	887,841.00	0.00
TOTAL EXPENDITURES	887,841.00	62,505.86	17,247.31	825,335.14	7.04
NET OF REVENUES & EXPENDITURES	0.00	(62,505.86)	(17,247.31)	62,505.86	100.00

User: Cindy

DB: Boyne City

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 285 - MARINA FUND					
Revenues					
030-REVENUES	372,000.00	91,951.62	3,699.67	280,048.38	24.72
TOTAL Revenues	372,000.00	91,951.62	3,699.67	280,048.38	24.72
Expenditures					
040-EXPENDITURES	372,000.00	235,105.08	13,286.80	136,894.92	63.20
TOTAL Expenditures	372,000.00	235,105.08	13,286.80	136,894.92	63.20
Fund 285 - MARINA FUND:					
TOTAL REVENUES	372,000.00	91,951.62	3,699.67	280,048.38	24.72
TOTAL EXPENDITURES	372,000.00	235,105.08	13,286.80	136,894.92	63.20
NET OF REVENUES & EXPENDITURES	0.00	(143,153.46)	(9,587.13)	143,153.46	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 295 - AIRPORT FUND					
Revenues					
030-REVENUES	143,400.00	53,137.07	13,097.64	90,262.93	37.06
TOTAL Revenues	143,400.00	53,137.07	13,097.64	90,262.93	37.06
Expenditures					
040-EXPENDITURES	143,400.00	6,968.73	1,252.47	136,431.27	4.86
TOTAL Expenditures	143,400.00	6,968.73	1,252.47	136,431.27	4.86
Fund 295 - AIRPORT FUND:					
TOTAL REVENUES	143,400.00	53,137.07	13,097.64	90,262.93	37.06
TOTAL EXPENDITURES	143,400.00	6,968.73	1,252.47	136,431.27	4.86
NET OF REVENUES & EXPENDITURES	0.00	46,168.34	11,845.17	(46,168.34)	100.00

PERIOD ENDING 08/31/2014

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BGD USED
Fund 590 - WASTEWATER FUND					
Revenues					
030-REVENUES	1,221,522.00	173,051.45	113,708.54	1,048,470.55	14.17
TOTAL Revenues	1,221,522.00	173,051.45	113,708.54	1,048,470.55	14.17
Expenditures					
590-EXPENDITURES	1,159,840.00	164,665.61	83,224.78	995,174.39	14.20
TOTAL Expenditures	1,159,840.00	164,665.61	83,224.78	995,174.39	14.20
Fund 590 - WASTEWATER FUND:					
TOTAL REVENUES	1,221,522.00	173,051.45	113,708.54	1,048,470.55	14.17
TOTAL EXPENDITURES	1,159,840.00	164,665.61	83,224.78	995,174.39	14.20
NET OF REVENUES & EXPENDITURES	61,682.00	8,385.84	30,483.76	53,296.16	13.60

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDGT USED
Fund 592 - WATER FUND					
Revenues					
032-REVENUES	605,380.00	99,767.44	67,365.37	505,612.56	16.48
TOTAL Revenues	<u>605,380.00</u>	<u>99,767.44</u>	<u>67,365.37</u>	<u>505,612.56</u>	<u>16.48</u>
Expenditures					
592-EXPENDITURES	564,400.00	114,997.25	47,264.86	449,402.75	20.38
TOTAL Expenditures	<u>564,400.00</u>	<u>114,997.25</u>	<u>47,264.86</u>	<u>449,402.75</u>	<u>20.38</u>
Fund 592 - WATER FUND:					
TOTAL REVENUES	605,380.00	99,767.44	67,365.37	505,612.56	16.48
TOTAL EXPENDITURES	564,400.00	114,997.25	47,264.86	449,402.75	20.38
NET OF REVENUES & EXPENDITURES	<u>40,980.00</u>	<u>(15,229.81)</u>	<u>20,100.51</u>	<u>56,209.81</u>	<u>37.16</u>

ACCOUNT DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 08/31/2014 NORMAL (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCREASE (DECR)	AVAILABLE BALANCE NORMAL (ABNORM)	% BDC USED
Fund 661 - MOTOR POOL FUND					
Revenues					
030-REVENUES	481,950.00	82,766.44	931.15	399,183.56	17.17
TOTAL Revenues	481,950.00	82,766.44	931.15	399,183.56	17.17
Expenditures					
040-EXPENDITURES	481,950.00	43,204.07	9,715.73	438,745.93	8.96
TOTAL Expenditures	481,950.00	43,204.07	9,715.73	438,745.93	8.96
Fund 661 - MOTOR POOL FUND:					
TOTAL REVENUES	481,950.00	82,766.44	931.15	399,183.56	17.17
TOTAL EXPENDITURES	481,950.00	43,204.07	9,715.73	438,745.93	8.96
NET OF REVENUES & EXPENDITURES	0.00	39,562.37	(8,784.58)	(39,562.37)	100.00
TOTAL REVENUES - ALL FUNDS	12,736,725.00	2,028,951.39	853,085.50	10,707,773.61	15.93
TOTAL EXPENDITURES - ALL FUNDS	12,616,977.00	2,754,935.26	731,460.46	9,862,041.74	21.84
NET OF REVENUES & EXPENDITURES	119,748.00	(725,983.87)	121,625.04	845,731.87	606.26

CITY OF BOYNE CITY

To: Michael Cain, City Manager 

From: Scott McPherson Planning Director 

Date: September 23, 2014

Subject: Vacation Request for Portion of South East St

**Background**

The vacation of a public way has been requested to vacate a portion of East Street that is adjacent to Barden Lumber parking lot. The portion that is being requested to be vacated is the east 13 feet of the 82.5 foot right-of-way of South East Street from the north right-of-way line of Main Street and south of the East West ¼ line of Section 35, measuring approximately 139 feet. The total area of land is approximately 1,807 square feet (0.04 Acres). (*See attached map*).

The property has been improved by the Barden Lumber Company with asphalt and has been used for parking and access to the business for years. The request was reviewed by the City Staff and no future need for the property in regards to city infrastructure or utilities is anticipated.

Process

Before a street can be vacated by the City Commission a recommendation on the proposed vacation request from the Planning Commission is required. As per Chapter 54 of the Boyne City Code of Ordinances, Article II Vacating Streets or Alleys section 54-26, after receiving the report of the Planning Commission, the City Commission shall determine whether to proceed further and if so the procedure shall be as hereinafter set forth:

- (1) The city shall have published a notice of the hearing and date of said hearing on the petition for the vacating of the street, alley, or portion thereof, by publishing the notice thereof once each week for three consecutive weeks in a newspaper printed or circulated within the city;
- (2) The city shall also cause copies of said published notice to be posted in three of the most public places within the city;
- (3) The city shall also cause to be mailed, by first class mail, a copy of said notice of hearing to those persons shown by the last known city assessor's records, to be the owners of each lot or parcel of land which abuts said street, alley, or portion thereof to be vacated; and
- (4) The city shall cause to be mailed, by certified mail, a copy of said published notice to the state treasurer and to all of the public utilities providing services in the city, if said street, alley, or portion thereof sought to be vacated is connected to a county road; then, a copy of said notice shall also be mailed to the board of county road commissioners.

Action

The Planning Commission reviewed the request at their regular meeting on August 18, 2014. Due to findings that this portion of South East Street is currently being used and maintained by Barden Lumber and does not contain any city infrastructure or utilities and is not anticipated to be needed for future use, the Planning Commission recommended the requested portion of South East Street be vacated. At the August 26, 2014 City Commission meeting the Commission reviewed the request and the report from the Planning Commission and determined that the

application should proceed and directed staff to schedule a public hearing and distribute public notification in accordance with the required procedures. As directed a the required public notice was distributed and a public hearing was scheduled for September 23, 2014.

Recommendation

Approve requested street vacation as proposed.

Options

1. Do not approve the proposed street vacation
2. Postpone action on the request pending further information
3. Other action as determined by the Commission



Barden Lumber
East Street
Street Vacation Request



SEE SHEET 3-2

Area to be Vacated

ST.

S. EAST

SOUTH

F.O. BARDEN

66'

82.5'

139'-2'

140'-5 3/4'

66'

33'

33'

66'

M

152

153

4 152

00

354

W 1/2

E 1/2

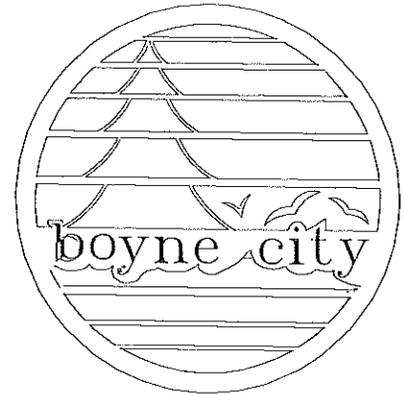
CITY OF BOYNE CITY

To: Michael Cain, City Manager

From: Scott McPherson, Planning Director

Date: September 23, 2014

Subject: Food Truck Moratorium Extension



Background

At the June 24th City Commission meeting the Commission implemented a 90 day moratorium on permitting transient mobile food vendors in the City. The moratorium expires on September 24th. The implementation of a moratorium was intended to provide time for the City to gather further information on this topic and make a determination on a course of action. During the 90 day time period city staff has continued to accumulate and review information on the topic and has been attempting to find an impartial mediator to facilitate a committee that would be comprised of various stakeholders. The committee would be charged with the task of developing recommendations for the development of a Food Truck ordinance.

Recommendation

To provide the time to find a mediator and allow a committee to be formed, meet and make recommendations is being recommended that the City Commission extend the current moratorium for an additional 90 days.

Options

1. Extend the moratorium for a different time period.
2. Allow moratorium to expire.
3. Other action as determined by the Commission.

CITY OF BOYNE CITY

RESOLUTION REGARDING A MORATORIUM ON PERMITTING TRANSIENT MOBILE FOOD VENDORS IN THE CITY OF BOYNE CITY

WHEREAS, numerous entities (approximately 11) have expressed an interest in selling prepared food and/or beverages intended for immediate consumption from vehicles, trailers, carts and other portable devices on public property in the City of Boyne City ; and

WHEREAS, the City has, for decades, issued permits for such sales only for special events and charity drives of a limited duration; and

WHEREAS, the City needs time to assess these requests and determine the impact such sales would have upon the local economy and the City’s tax revenue base, as the units are mobile and have the potential for a competitive edge over established food and beverage businesses that are required to pay property taxes and rent, thereby eroding tax revenues and local business vitalization; and

WHEREAS, there are additional issues to be considered and addressed, such as parking, blight/litter, noise, odors, crowd control, and the maintenance of the quality of the product for the safety and welfare of the citizens of the City, appropriate locations to facilitate vehicular and foot traffic flow, maintain clear sight distances, prevent distractions and other safety concerns, address potential nuisances and promote esthetics; and

WHEREAS, it is in the best interest of the City to consider these issues and to enact any appropriate legislation relating to the sale of prepared food and/or beverages intended for immediate consumption from vehicles, trailers, carts and other portable devices in the City; and

WHEREAS, the City believes it is in the best interest of the City and its citizens and otherwise appropriate to impose a moratorium on such sales consistent with historical practice until appropriate legislation can be drafted in accordance with the above;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby imposes a moratorium on permitting the sale of prepared food and/or beverages intended for immediate consumption from vehicles, trailers, carts and other portable devices on public property in the City of Boyne City, aside from special events as approved by the City pursuant to historical practice, for a period not to exceed 90 days, unless such period be further extended by resolution to allow the City to consider and address the above issues.

This resolution shall have immediate effect.

Council Member _____ moved for adoption of the resolution; Motion seconded by

Council Member _____



City of Boyne City

MEMO

Agenda Item 9A

Date: September 19, 2014

To: Michael Cain, City Manager

From: Annie Doyle, Assistant Planner

Subject: Trail Towns Master Plan

Through a grant from The Charlevoix Community Foundation and the Frey Foundation, the Land Information Access Association (LIAA) has facilitated the creation of a Trail Town Master Plan for the purposes of capturing the potential for trail based tourism in Boyne City and Boyne Falls. Beginning in the winter of 2013, Harry Burkholder, an LIAA Planner, has worked with local citizens and community leaders toward the development of this comprehensive recreational trail plan. Although this plan has only been in development for less than a year, it is representative of a long-term commitment our community has to the recreational trails throughout the City and around the region. Specifically, the Trail Town Concept is one of realizing the economic potential of recreational trails and bringing dollars into the communities they serve.

The Trail Town Master Plan has been presented to the Parks and Recreation Commission, the Planning Commission and the Main Street Board and has received a recommendation of adoption from each.

All City Commissioners have been previously provided with an electronic copy of the Trail Town Master Plan. The plan is also available on the City website www.cityofboynecity.com under the September 23, 2014 City Commission meeting agenda materials; the direct link is <http://is0.gaslightmedia.com/cityofboynecity/ ORIGINAL /fs20-1410278781-77995.pdf>. Additional hard copies of the plan will also be made available upon request.

Harry Burkholder and a representative member of the plan development committee will be in attendance at the September 23rd City Commission meeting.

Recommendation:

That the City Commission adopt the Trail Town Master Plan.

Options:

- Postpone for further information or consideration.
- Do not approve the plan.
- Take no action.
- Other option as determined by the Commission.

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*

From: Scott McPherson, Planning Director *SM*

Date: September 23, 2014

Subject: Safe Routes to School Grant Proposal

**BACKGROUND**

The federal Safe Routes to School (SRTS) program was created by Section 1404 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), which was signed into public law (P.L. 109-59) on August 10, 2005. The Program provides funds to the States to substantially improve the ability of primary and middle school students to walk and bicycle to school safely.

The purposes of the program are:

1. to enable and encourage children, including those with disabilities, to walk and bicycle to school
2. to make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and
3. to facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity (approximately 2 miles) of primary and middle schools (Grades K-8).

Each State administers its own SRTS program and develops its own procedures to solicit and select projects for funding. In Michigan the SRTS program is administered by the Office of Economic Development of the Michigan Department of Transportation. The program establishes two distinct types of funding opportunities: infrastructure projects (engineering improvements) and non-infrastructure related activities (such as education, enforcement and encouragement programs). Each elementary and middle school is eligible for funding up to \$200,000 per school for infrastructure improvements and eligible for up to \$8,000 per school for educational programs.

DISCUSSION

In June the City Commission passed a resolution to establish a request for funding, designated an agent, attested to the existence of funds to carry out various infrastructure projects and committed to implementing a maintenance program for infrastructure funded by the SRTS program. In addition to passing the resolution the Commission reviewed a proposed list of priorities and associated projects. At that time staff proposed to the Commission a project list for 5 priorities. The priorities and projects that were originally proposed are shown on MAP 1 and were as follows:

Priority 1. Improve safety at M-75 Crossing

1. Install pedestrian activated crossing near M-75 Brockway intersection
2. Reduce speed limit from 35 to 25 on M-75 in front of school 30 minutes before and after school
3. Install changeable illuminated speed reduction signs.
4. Install thermo plastic zebra stripping at M-75 pedestrian crossing

Priority 2. Improve on-campus accommodations and safety for walking and biking

1. Designate and Construct Centralized Bike Parking area
2. Install Bike Racks
3. Construct Bike Shelter
4. Improved Sidewalks
5. Install Signage for student pick up drop off areas

Priority 3. Expand Sidewalk System

1. Install New Sidewalk on Lewis Street

Priority 4. Improve Existing Sidewalks

1. Replace Sidewalks in Poor Condition

Priority 5. Keep Sidewalks Assessable All Year

1. Snow plowing on main sidewalks Lincoln, along HWY 75, Brockway St., E. Main St, Harris Street

After reviewing the various projects with representatives from Safe Routes to School, the Michigan Fitness Foundation and MDOT, it became apparent that several of the projects were not feasible as proposed and project list was reconsidered. As required by the SRTS program notice letters have been sent to all property owners adjacent to locations where new sidewalk is being proposed to be installed and they were invited to the City Commission meeting for the opportunity to comment on the proposed projects. The new proposed priorities and projects are shown on the attached MAP 2 and MAP 3 and are as follows:

Priority 1. Improve safety at M-75 Crossing

1. Install pedestrian activated crossing near M-75 Brockway intersection
2. Reduce speed limit from 35 to 25 on M-75 in front of school 30 minutes before and after school
3. Install changeable illuminated speed reduction signs.
- 4 Install thermo plastic zebra stripping at M-75 pedestrian crossing

New Priority 2. Provide a safe route to school from Boyne Hills Subdivision

1. Construct sidewalk on south side (and north side if required) of M-75 from Boyne Summit to Beardsley
2. Install pedestrian activated crossing for M-75 at Beardsley intersection
3. Install thermo plastic zebra striping on M-75 at crossing
4. Construct sidewalk on west side of Beardsley from M-75 to Brockway
5. Construct sidewalk on south side of Brockway from Beardsley to school

New Priority 3. Improve sidewalk system on primary routes to school

1. Infill and repair primary route along Lincoln, Pleasant, Division and Hull Street.

New Priority 4. Improve sidewalk system on secondary routes.

1. Install new sidewalk on Lewis Street.

Priority 5. Keep Sidewalks Assessable All Year

1. Snow plowing on main sidewalks Lincoln, along HWY 75, Brockway St., E. Main St, Harris

RECOMMENDATION

Approve a resolution to submit a SRTS grant application with the project changes as described.

OPTIONS

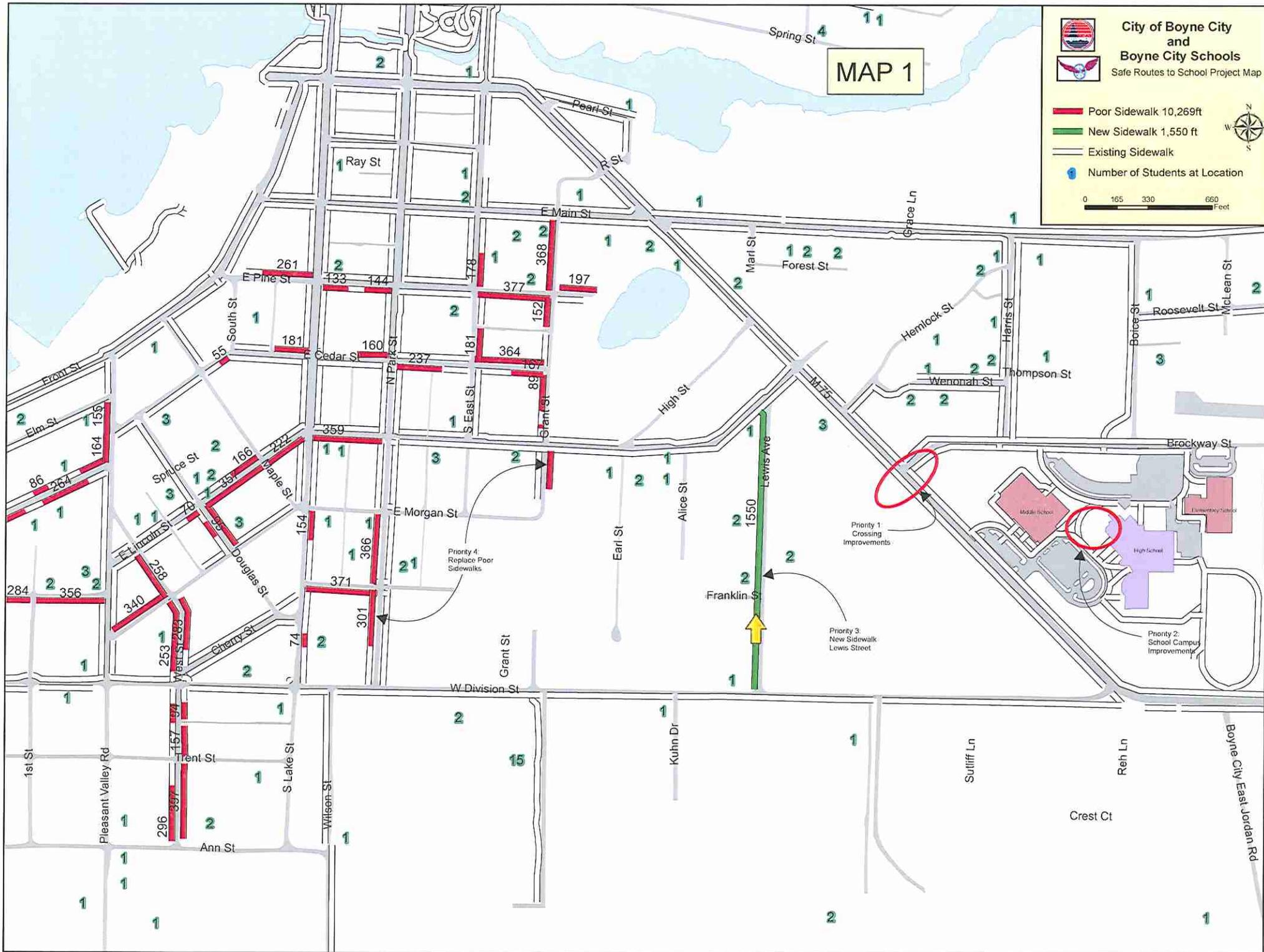
1. Do not approve submission of the grant application.
2. Postpone action pending further information.
3. Other action as determined by the Commission.

MAP 1

City of Boyne City and Boyne City Schools
Safe Routes to School Project Map

-  Poor Sidewalk 10,269ft
-  New Sidewalk 1,550 ft
-  Existing Sidewalk
-  Number of Students at Location

0 165 330 660 Feet

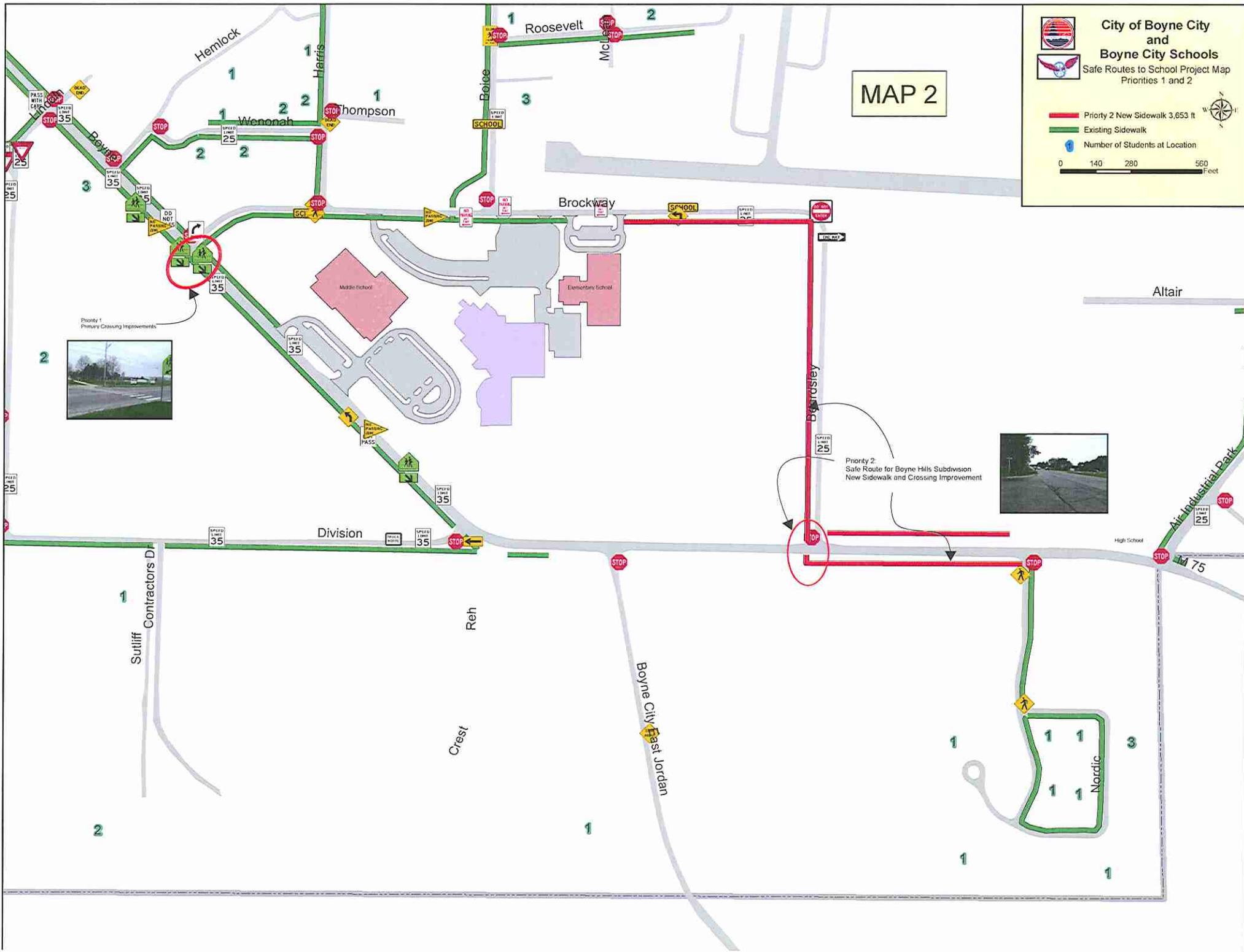
City of Boyne City and Boyne City Schools
 Safe Routes to School Project Map
 Priorities 1 and 2




Legend:
 - Priority 2 New Sidewalk 3,653 ft (Red line)
 - Existing Sidewalk (Green line)
 - Number of Students at Location (Blue circle with number)




MAP 2





**City of Boyne City
and
Boyne City Schools**

Safe Routes to School Project Map
Priorities 3 and 4

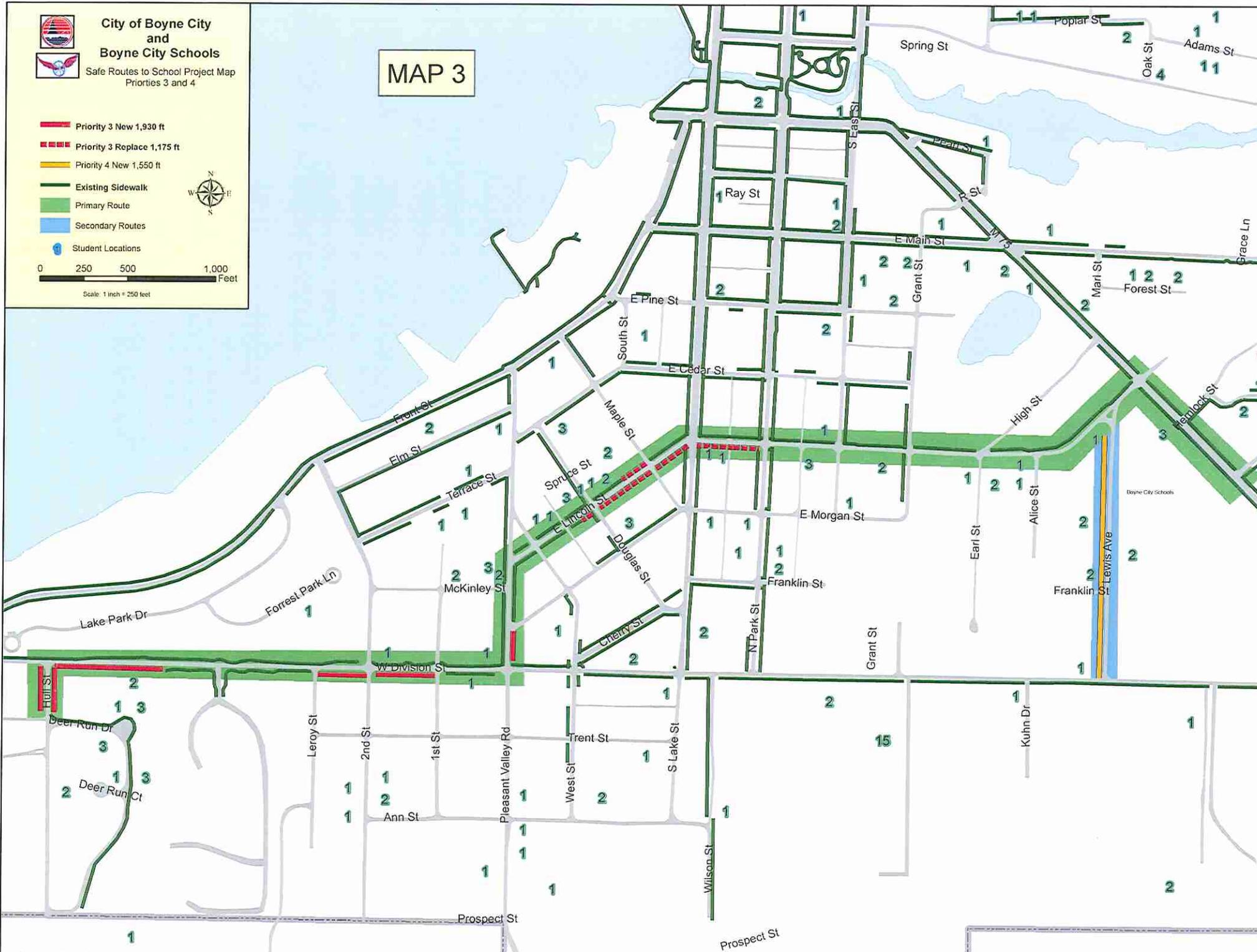
- █ Priority 3 New 1,930 ft
- ▤ Priority 3 Replace 1,175 ft
- █ Priority 4 New 1,550 ft
- █ Existing Sidewalk
- █ Primary Route
- █ Secondary Routes
- Student Locations



0 250 500 1,000
Feet

Scale: 1 inch = 250 feet

MAP 3





CITY OF BOYNE CITY

MEMO

To: Michael Cain, City Manager 

From: Barb Brooks, Executive Assistant / Harbormaster 

Date: September 19, 2014

Subject: Ridge Run – Charlevoix Community Foundation Grant

The committee has been continuously looking at ways to complete all proposed aspects of the dog park and improve the experience of the users. Throughout the spring and summer the Dog Park Committee has raised over \$30,000 in cash donations and has received an immeasurable amount of in kind services and donated materials. The ground has been graded and the fence in place for the large and small dog park and drinking water stations are currently being installed.

The committee has been approached by several businesses that would like to sponsor or donate in kind services, labor and material for items such as shade pavilions furnishings, trees and shrubs. The committee would like to maximize these donations by applying for a grant from the Charlevoix County Community Foundation leveraging them as match funds towards the project. This project will be the first step in making more of a community park and not thought of as just a dog park.

The park is becoming very popular and is seeing people (dogs) from all over Charlevoix County and parts of Emmet County. There are users at all times of the day and the after dinner crowd. Some people have dogs, others just stop to check it out and watch the dogs play. Formal and informal training and obedience classes are taking place and general pet health, education and experiences are being shared amongst the users. Further development of the park and amenities will encourage even more use.

The project fits the criteria set by the Foundation; it encourages community collaboration and will improve the experience for all users of the park. The total estimated cost of the project is approximately \$30,000. We will be requesting a grant amount of \$6,000 with the committee responsible for \$24,000. The grant application submittal deadline is October 1, 2014. There is not any anticipated cost to the City other than a little staff time; the committee is dedicated to the continued fund-raising efforts to see the project through.

Recommendation: Approve the request of the Ridge Run Dog Park committee to submit a grant in the amount of up to \$6,000 (1/4 of the total project costs) to the Charlevoix County Community Foundation on behalf of the City and authorize the City Manager to sign the necessary documents.

Other Options: Deny the grant application request, choose a different grant amount or other suggestions the commission may have.

MEMORANDUM**TO: MICHAEL CAIN; CITY MANAGER** *Mc***FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT** *AK***DATE: 6/20/2013****RE: AVALANCHE MOUNTAIN BIKE TRAIL**

The Parks and Recreation Commission have been talking about the Mountain Bike Trail at Avalanche needing some work and updating. Originally this trail was put created and maintained by a local group of users that wanted a local trail to use. It was a very successful endeavor and was and still is used frequently. However the original group of individuals performing the maintenance has disbanded.

At the September 4, 2014 Parks and Recreation Commission meeting Steve Schnell and Bo Mayfield representing the Top of Michigan Mountain Bike Association presented a plan to the Commission to possibly take on the Trail project at Avalanche. They propose to develop a plan to alleviate the erosion issues that have started to form and the conflicts at trail crossing with other trails. At this point TOMMBA has funds available for this project and would like to start the process. Public input was stressed as a very important part of the process as well. Bo and Steve will be present at the September 23, 2014 City Commission meeting to answer any questions as well.

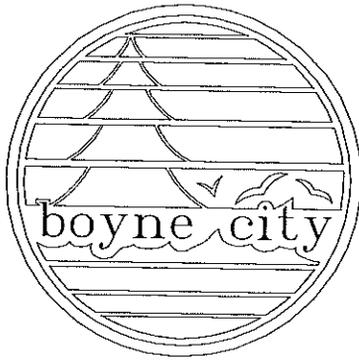
The Parks and Recreation Commission is in support of allowing TOMMBA to develop a plan for the Avalanche Mountain Bike Trail improvements. A motion was made and unanimously passed recommending the City Commission allow TOMMBA to develop an improvement plan for the Avalanche Mountain Bike Trail.

RECCOMENDATION:

It is my recommendation that the City Commission allow TOMMBA to develop an improvement plan for the Avalanche Mountain Bike Trail and direct staff to work TOMMBA on this process.

OPTIONS:

1. Postpone this matter for further information or review.
2. Approve this matter subject to some revision
3. Other options as determined by the City Commission



CITY OF BOYNE CITY

MEMO

To: Michael Cain, City Manager *Mc*

From: Barb Brooks, Executive Assistant / Harbormaster *BB*

Date: September 18, 2014

Subject: Marina Renovation (Expansion) Permit (File Number: 14-15-0005-P)

Attached for your review is a Draft Permit for Countersignature from the MDEQ. Once the permit is signed by the City and sent back to the MDEQ for processing, we should hear from the USACE as well. We had been in contact with the Corps representative Katie Schill throughout the summer and she indicated that they have all of the information needed and would make a decision after the DEQ to finalize their process.

The permit has been reviewed by staff and our engineering firm Abonmarche. We see nothing of concern with the draft permit as modified (pg. 4 – item 12 Re: riparian survey). Minor modifications may be requested to this permit during design and/or construction at no cost and taken care of administratively by the DEQ and Corps. Major modification requests will require re-noticing / public comment period or require a new permit application be filed at the regular filing fee costs. Once signed, the permit is good for five years.

During the five year life of the permit, the City can choose to build some or none of the project. The permit does not commit the City to move forward with the project. When and if the City decides it is ready to expand and/or renovate all or portions of the current marina and proposed expansion, the permit is in place and the outlined project would not be held up by the permitting process. It will also help when we are talking to granting agencies to show that we have a permitable project.

The estimated cost of the proposed plan is in the ball park of 4 million dollars. The next steps will be a current evaluation of finances, demand and facilities, construction design, proper phasing and cost refinement.

Recommendation: Approve the Boyne City Marina Renovation Draft Permit from the MDEQ as presented and authorize the City Manager to sign and submit the documents for countersignature and authorize the City Manager to sign and submit the pending permit when received from the USACE providing there are no significant stipulations changes from what is proposed by the MDEQ.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
GAYLORD FIELD OFFICE



DAN WYANT
DIRECTOR

August 11, 2014

Mr. Michael Cain
City of Boyne City
319 N Lake Street
Boyne City, Michigan 49712

Dear Mr. Cain:

SUBJECT: Draft Permit for Countersignature
File Number: 14-15-0005-P
County: Charlevoix
Project Name: Boyne City Marina Renovation

The Michigan Department of Environmental Quality (MDEQ), Water Resources Division (WRD) has reviewed the above-referenced application for permit pursuant to Part 301, Inland Lakes and Streams, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. The purpose of the project, as depicted in your application, is to expand the existing marina and dredge to allow boat traffic.

We have determined that the project as proposed can be permitted. Enclosed is a draft permit, requiring a countersignature.

Carefully review and fully understand the draft permit and all of its associated terms and conditions. As the permittee, you are responsible for assuring that the project is completed as authorized and in compliance with permit requirements. **If you agree to all of the terms and conditions, sign the draft permit in the space provided, initial each of the drawings, and return the entire document to our office within 30 days of the date of this letter.**

This permit is not valid until signed by an official of the WRD. Upon return of the signed and initialed document from you, the WRD will issue the permit in a timely manner and return a signed copy to you. Construction activity is not authorized to begin until a valid permit is held at the project site. If you do not return the signed and initialed document by the required date, an Application Denial letter will be sent to you.

If you have any questions regarding the specifics of this draft permit, please contact me directly at 989-705-3437; rasmussons@michigan.gov; or MDEQ, WRD, Gaylord Field Office, 2100 West M-32, Gaylord, Michigan 49735-9282. Please include your file number 14-15-0005-P, in your response.

Sincerely,

Scott Rasmusson
Water Resources Division

Enclosure

cc: Mr. Dan Dombos II, P.E. Abonmarche



**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
WATER RESOURCES DIVISION
PERMIT**

ISSUED TO:

City of Boyne City
319 N Lake Street
Boyne City, MI 49712

Permit No.	14-15-0005-P
Issued	DRAFT
Revised	
Expires	5 Years After Issue

This permit is being issued by the Michigan Department of Environmental Quality (MDEQ) under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), and specifically:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Part 301, Inland Lakes and Streams | <input type="checkbox"/> Part 315, Dam Safety |
| <input type="checkbox"/> Part 325, Great Lakes Submerged Lands | <input type="checkbox"/> Part 323, Shorelands Protection and Management |
| <input type="checkbox"/> Part 303, Wetlands Protection | <input type="checkbox"/> Part 353, Sand Dunes Protection and Management |
| <input type="checkbox"/> Part 31, Floodplain/Water Resources Protection | |

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Expand the existing marina from 41 slips with 197 feet of broadside dockage to 98 slips, with 333 feet of broadside dockage and place 10 new mooring buoys. Remove seven (7) existing floating wave attenuators; replace them with a single 825 foot long by 12 foot floating wave attenuator pier/dock with 43 slips ranging from 30 feet to 80 feet in length. The main floating breakwater will include four (4) auxiliary platforms for dock utilities. Replace the floating piers within the existing harbor and reconfigure them to accommodate 46 slips ranging from 25' to 40' in length. Construct a new floating 70 foot by 16 foot convenience dock accessed by a 10 foot by 12 foot fixed platform. All new piers will include utility services and an articulating gangway. Remove, stockpile and reuse 210 cubic yards of existing rock as toe stone. Replace 165 linear feet of seawall within one foot of the existing seawall, back fill with up to 56 cubic yards of clean fill. Dredge/excavate 1,980 cubic yards of material from an area measuring 325 feet long by 120 feet wide up to 4 feet deep. Temporarily place the dredge spoils on site. Dispose of all spoils off site in an upland location as shown on the attached, revised plans.

Water Course Affected: Lake Charlevoix

Property Location: Charlevoix County, City of Boyne City, Section 35

Town/Range 33N, 6W, **Property Tax Number:** 15 051 240 001 00 & 15 051 236 083

Authority granted by this permit is subject to the following limitations:

- Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31, Water Resources Protection, of the NREPA.
- This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.

- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with Act 53 of the Public Act of 1974 and comply with each of the requirements of that Act.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify the MDEQ within one week after the completion of the activity authorized by this permit, by completing and forwarding the attached preaddressed postcard to the office addressed thereon.
- J. This permit shall not be assigned or transferred without the written approval of the MDEQ.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31, and wetland).
- M. In issuing this permit, the MDEQ has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, the MDEQ may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the State (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the State and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.
- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, the MDEQ may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from the MDEQ. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by the MDEQ prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of the MDEQ. The permittee must submit a written request to the MDEQ to transfer the permit to the new owner. The new owner must also submit a written request to the MDEQ to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties which includes all the above information may be provided to the MDEQ. The MDEQ will review the request and if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- T. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the waterbody are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- U. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
1. Authority granted by this permit does not waive any jurisdiction of the United States Army Corps of Engineers (USACE) or the need for a federal permit, if required. For information on USACE jurisdiction, please contact Ms. Katie Otanez at 313-226-5479 at the Detroit Office and reference file number LRE-1989-410114.
 2. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from Charlevoix County. Please contact Mr. Marc Seelye at 231-547-7236.
 3. No work or dredging authorized by this permit is allowed from November 1 to ice off conditions or from May 15 to July 15 due to critical spawning, migration, and/or recreational use periods.
 4. *Prior to commencement of any dredging authorized by this permit, the entire dredged area shall be enclosed with a turbidity curtain to prevent off-site siltation. The turbidity curtain shall be installed to extend from the bed of the waterbody to a point above the existing water's surface. The turbidity curtain shall be maintained for the duration of the project and shall be left in place after completion of dredging until all disturbed sediments have settled.*

5. The permittee is cautioned that excessive dredging resulting in the impairment of the structural integrity of seawalls on neighboring riparian properties is subject to civil damage litigation.
6. All slurry resulting from any dewatering operation shall be discharged through a filter bag or pumped to a sump located away from wetlands and surface waters and allowed to filter through natural upland vegetation, gravel filters, or other engineered devices for a sufficient distance and/or period of time necessary to remove sediment or suspended particles. The discharge of slurry water resulting from the hydrodemolition of concrete is not allowed to enter a lake, stream, or wetland.
7. *A turbidity curtain shall be placed in the water around the drainage area of the temporary spoils area. The length and height the curtain is to be determined by the water depth and the drainage pattern. This curtain shall be maintained and left in place until all the spoils have been removed and all disturbed sediments have settled out of the water column.*
8. All rock greater than 4 inches in diameter shall be removed from within the dredge area, set aside and replaced within the dredge area, after dredging is completed.
9. Placement of dredge/excavated material into open water, onto ice, or onto exposed bottomland is not authorized by this permit. Except for the rock riprap that is to be reused.
10. Notification shall be made to the MDEQ's Water Resources Division, five days prior to starting the project. Please notify Roxanne Merrick at MERRICKR@michigan.gov or 989-705-3442 or Scott Rasmusson at rasmussons@michigan.gov or 989-705-3437.
11. During removal or repair of the existing structure, every precaution shall be taken to prevent debris from entering any watercourse. Any debris reaching the watercourse during the removal and/or reconstruction of the structure shall be immediately retrieved from the water. All material shall be disposed of in an acceptable manner consistent with local, state, and federal regulations.
12. The permittee agrees to complete a riparian interest area (RIA) survey prior to the start of construction and keep all structures, boats, swing radius's etc., within their RIA.
13. The permittee shall submit an "as built" survey in both electronically and a single full sized set of plans of the completed project within 30 days of the completion of the permitted project. The plans shall be sealed by a licensed engineer or surveyor.
14. The permittee acknowledges that the dredged material has not been classified as to contaminant status. Disposal of the dredged sediments is to uplands. If the dredged sediments are determined to be contaminated at a future date, permittee and dredge sediments disposal location landowner are considered potentially responsible parties and remain liable for any and all necessary site restoration and clean up under Part 115, Solid Waste Management, and Part 201, Environmental Remediation, of the NREPA. If the permittee is not the dredge sediments disposal location landowner, permittee is responsible for notifying landowner of this condition.
15. Use or placement of the spoils shall be done in such a manner to prevent nuisance conditions and control the release of fugitive dust or visible emissions as required by Part 55, Air Pollution Control, of the NREPA, or the rules promulgated under this Act.
16. The spoils shall not be mixed with other waste or materials that are not inert as defined in Part 115, Solid Waste Management, of the NREPA.
17. The provisions of this permit do not preclude the disposal of the spoils in accordance with Part 115 at a properly licensed Type II solid waste disposal facility or at an out-of-state facility in accordance with the State's solid waste disposal regulations.
18. In issuing this permit, the MDEQ has relied on the information and data, which the permittee has provided in connection with the permit application. If, subsequent to the issuance of this permit, such information and data prove to be false, incomplete or inaccurate, or additional information demonstrates that the spoils

are causing environmental contamination, or that new State or Federal regulations are promulgated which cause this disposal to be inappropriate, the MDEQ may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.

19. This permit placard shall be kept posted at the work site, in a prominent location at all times for the duration of the project, or until permit expiration.

This permit is being issued for the maximum time allowed under Part 301, Inland Lakes and Streams, of the Natural Resources and Environmental Protection Act, PA 451 of 1994, as amended, including all permit extensions allowed under the administrative rule R 281.813. Therefore, no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by the MDEQ, will be for a five-year period beginning at the date of issuance.

Upon signing by the permittee named herein, this permit must be returned to the MDEQ's Water Resources Division, Scott Rasmusson at 2100 West M-32, Gaylord, Michigan 49735 for final execution. This permit shall become effective on the date of the MDEQ representative's signature.

Permittee hereby accepts and agrees to comply with the terms and conditions of this permit.

Permittee

Date

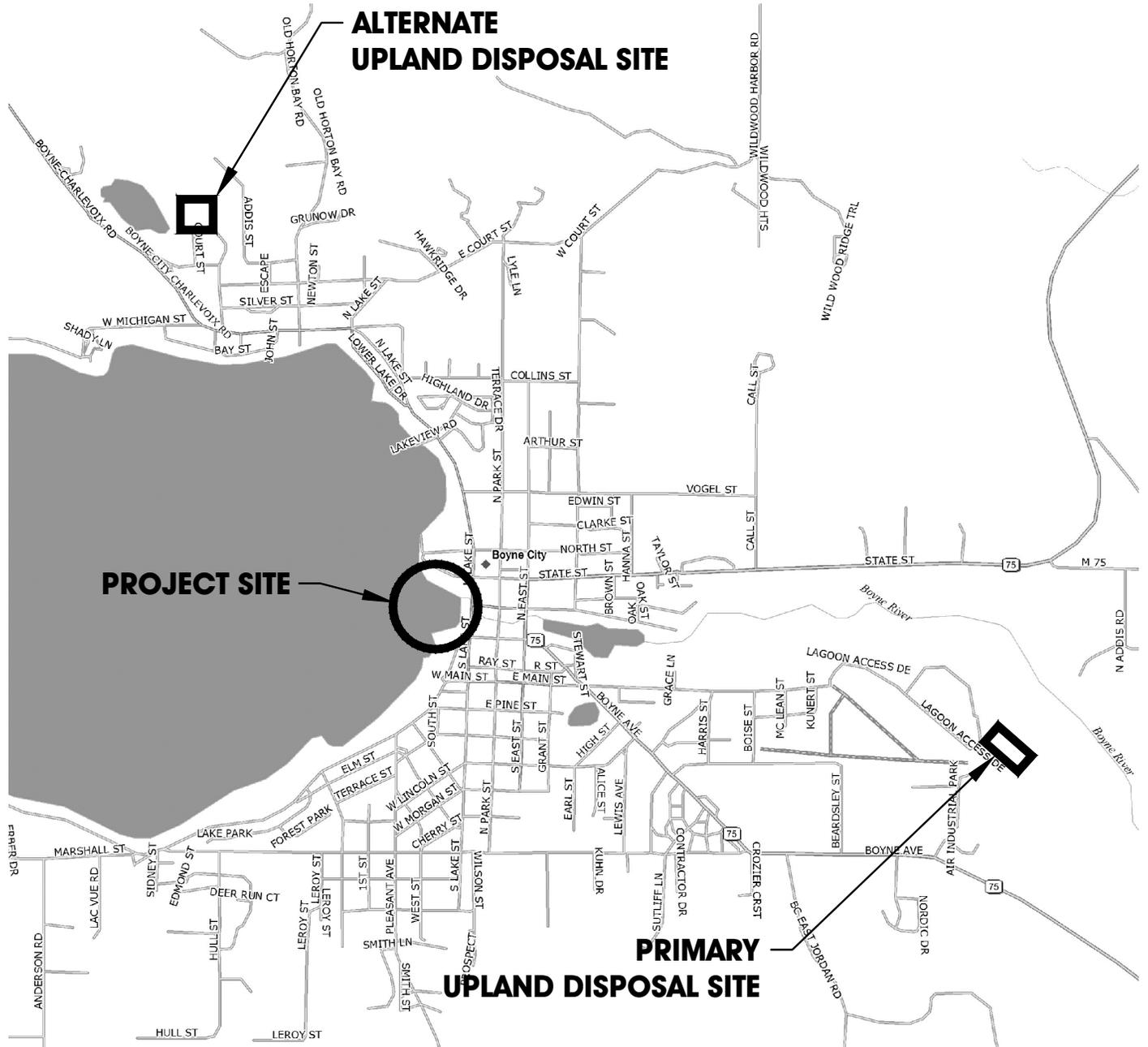
Printed Name and Title of Permittee

By: _____

Scott Rasmusson
Water Resources Division
989-705-3437

cc: Ms. Katie Otanez, USACE, Detroit (LRE-313-226-5479)
Mr. Marc Seelye, Charlevoix CEA
Mr. Dan Dombos, Abonmarche

E:\CIVIL_3D\ENGL12-0842 BOYNE CITY MARINA EXPANSION\dwg\12-0842 MARINA EXPANSION PERMIT.dwg, SHT 1 8-5x11, 7/9/2014 4:13:27 PM, ddombos, 1:1



LOCATION MAP
NOT TO SCALE

BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION
BOYNE CITY, MICHIGAN
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MARINA EXPANSION - PHASE II**

SCALE: NTS

JOB #: 12-0842

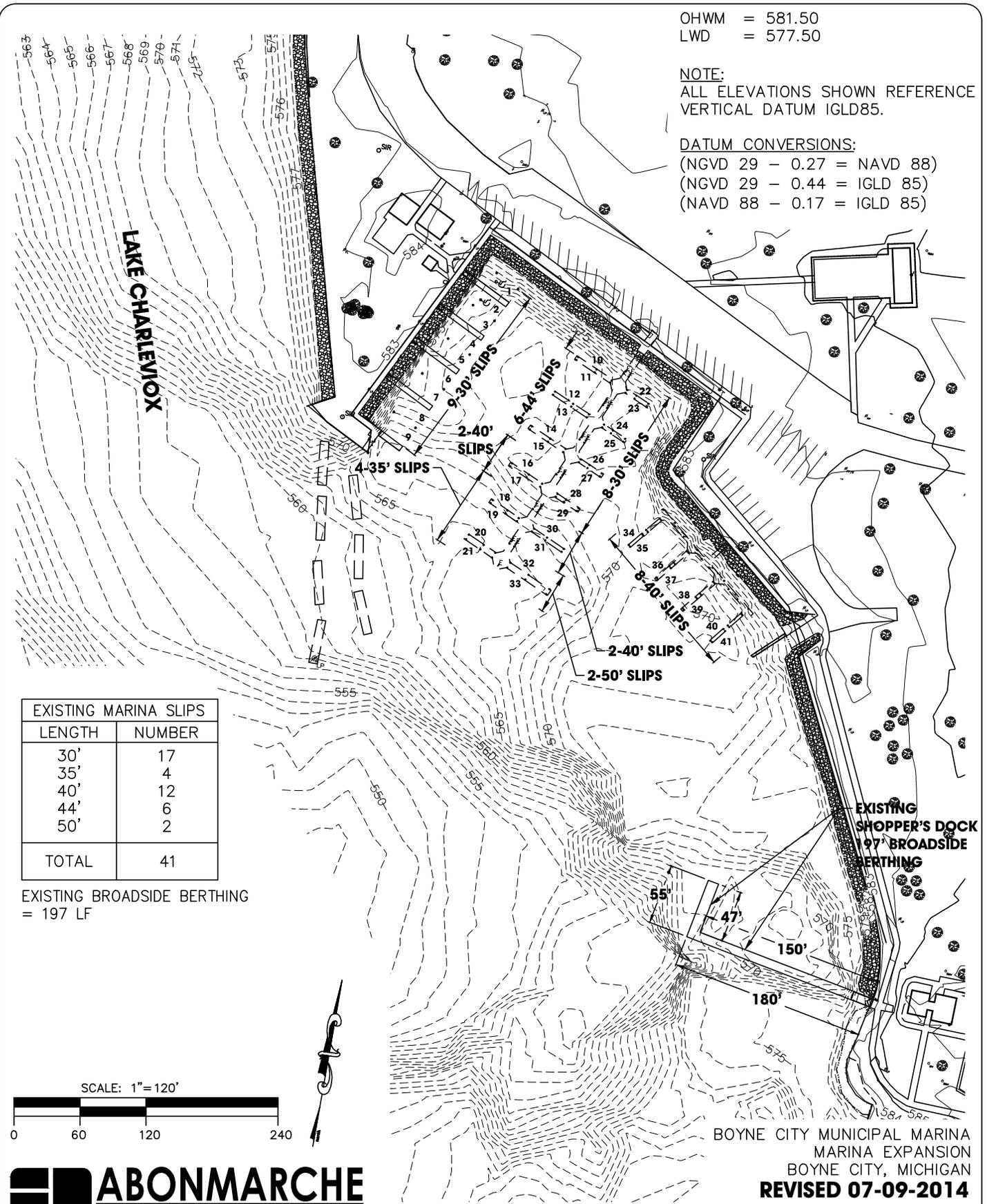
SHEET 1 OF 17

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OHWM = 581.50
LWD = 577.50

NOTE:
ALL ELEVATIONS SHOWN REFERENCE
VERTICAL DATUM IGLD85.

DATUM CONVERSIONS:
(NGVD 29 - 0.27 = NAVD 88)
(NGVD 29 - 0.44 = IGLD 85)
(NAVD 88 - 0.17 = IGLD 85)



EXISTING MARINA SLIPS	
LENGTH	NUMBER
30'	17
35'	4
40'	12
44'	6
50'	2
TOTAL	41

EXISTING BROADSIDE BERTHING
= 197 LF

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MARINA EXPANSION - PHASE II
EXISTING SLIP COUNTS**

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SCALE: 1"=120'

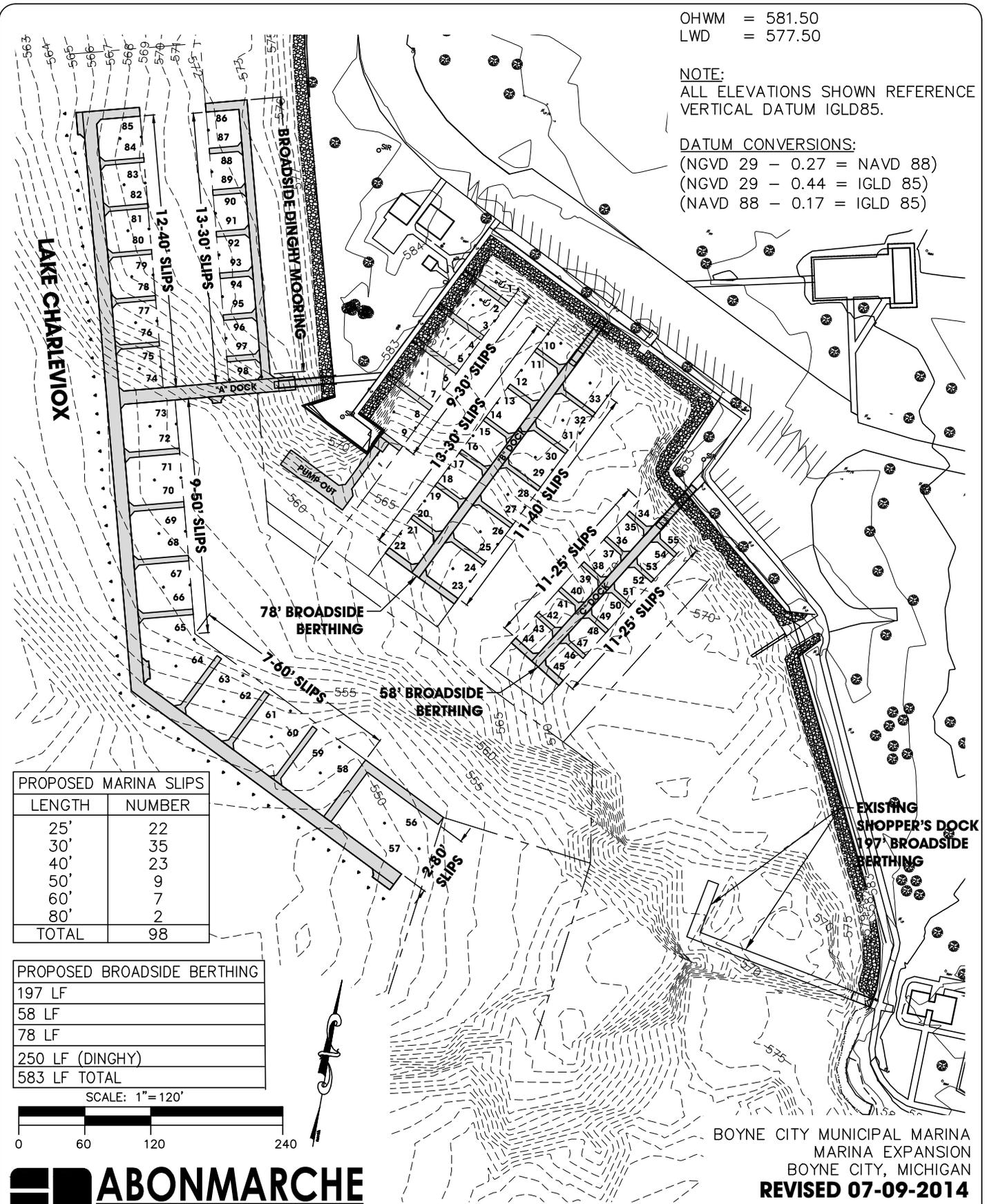
JOB #: 12-0842

SHEET 2 OF 17

OHWM = 581.50
LWD = 577.50

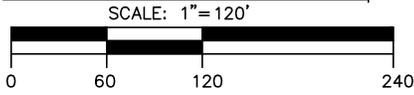
NOTE:
ALL ELEVATIONS SHOWN REFERENCE
VERTICAL DATUM IGLD85.

DATUM CONVERSIONS:
(NGVD 29 - 0.27 = NAVD 88)
(NGVD 29 - 0.44 = IGLD 85)
(NAVD 88 - 0.17 = IGLD 85)



PROPOSED MARINA SLIPS	
LENGTH	NUMBER
25'	22
30'	35
40'	23
50'	9
60'	7
80'	2
TOTAL	98

PROPOSED BROADSIDE BERTHING	
197 LF	
58 LF	
78 LF	
250 LF (DINGHY)	
583 LF TOTAL	



BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION
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MARINA EXPANSION - PHASE II
PROPOSED SLIP COUNTS**
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SCALE: 1"=120'
JOB #: 12-0842
SHEET 3 OF 17

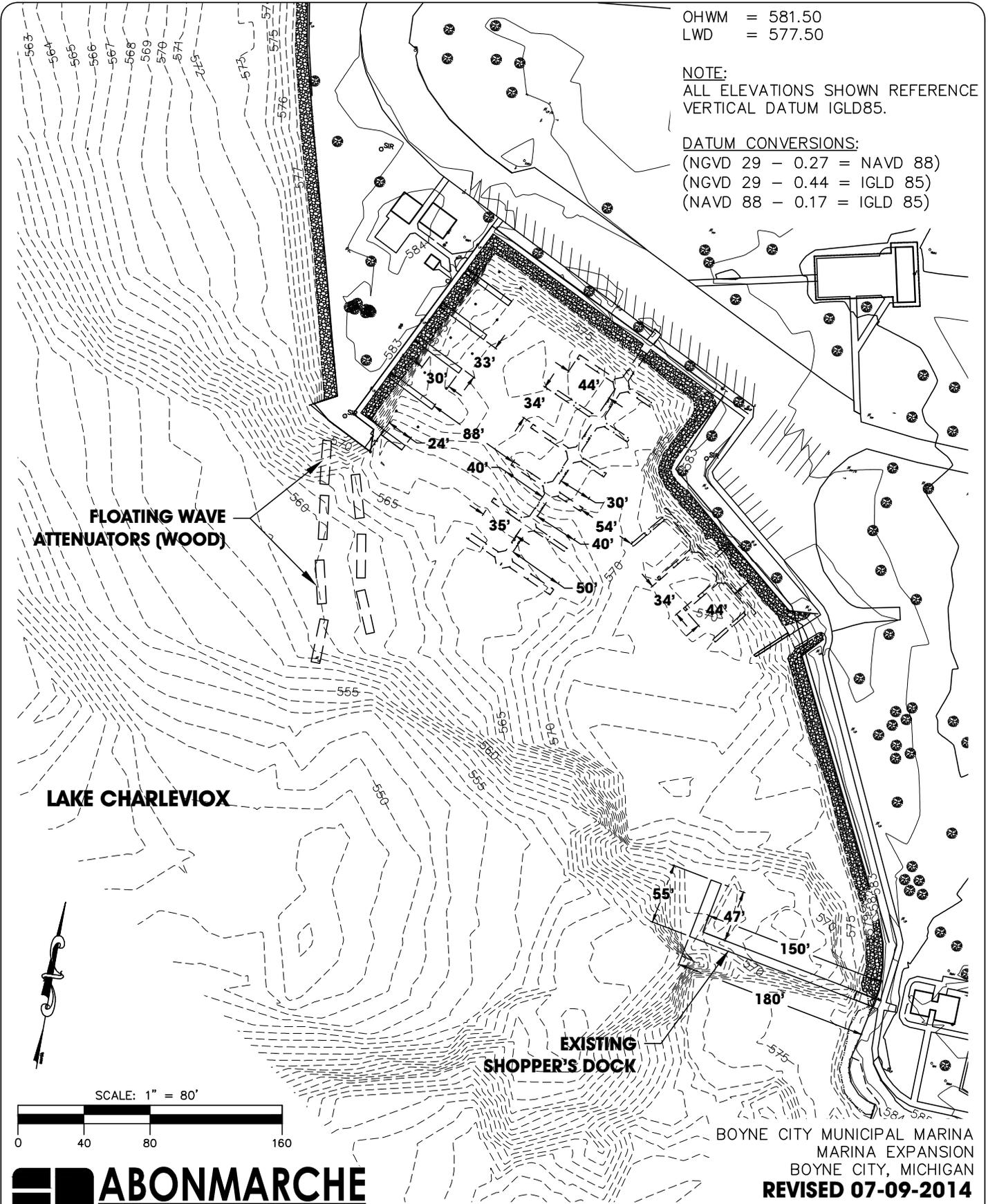
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OHWM = 581.50
LWD = 577.50

NOTE:
ALL ELEVATIONS SHOWN REFERENCE
VERTICAL DATUM IGLD85.

DATUM CONVERSIONS:
(NGVD 29 - 0.27 = NAVD 88)
(NGVD 29 - 0.44 = IGLD 85)
(NAVD 88 - 0.17 = IGLD 85)



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PREPARED FOR:
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MARINA EXPANSION - PHASE II
EXISTING CONDITIONS**

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SCALE: 1"=120'

JOB #: 12-0842

SHEET 4 OF 17

SEE SHEET 6

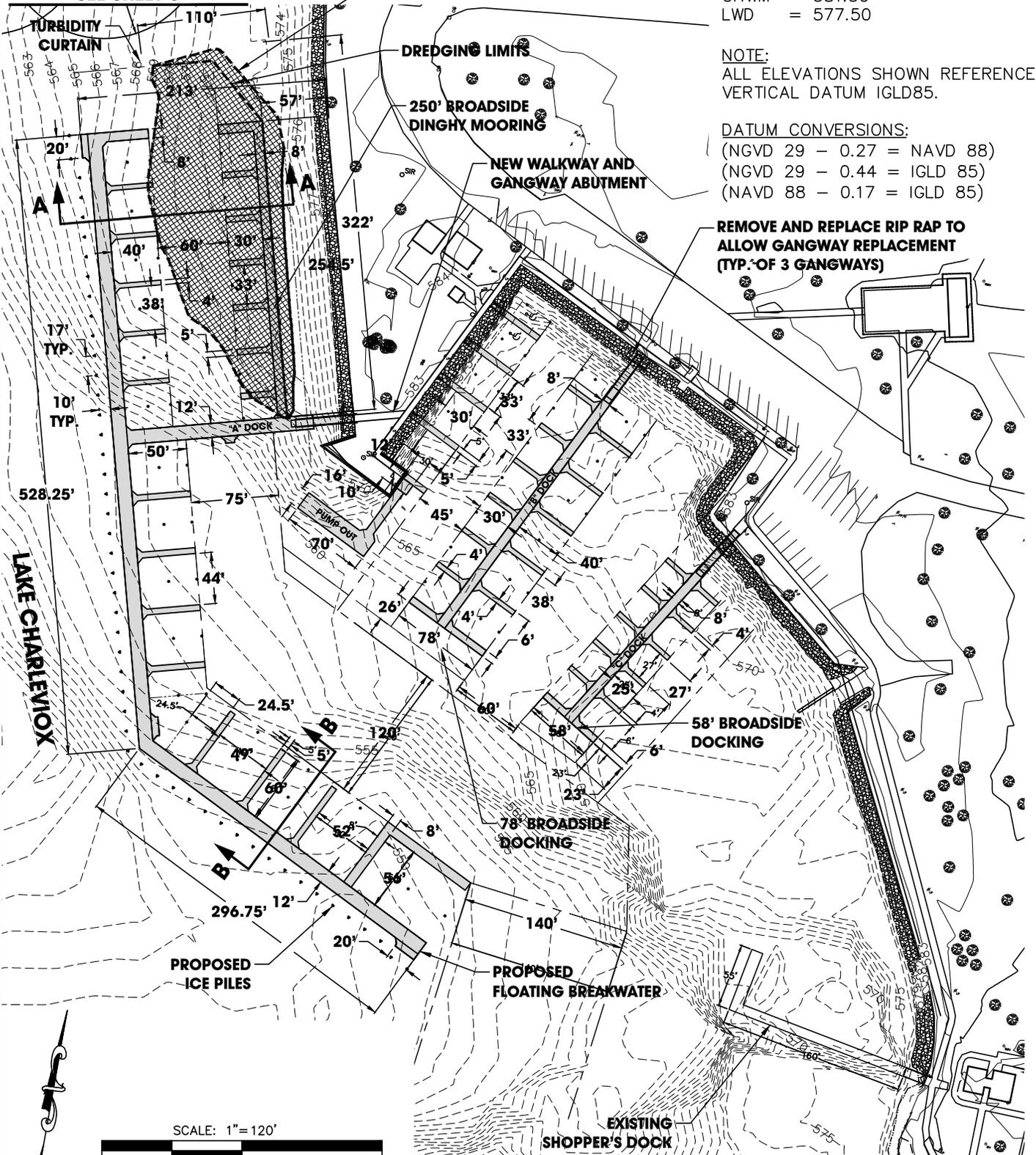
DREDGING DAYLIGHT

OHWM = 581.50
LWD = 577.50

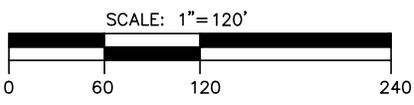
NOTE:
ALL ELEVATIONS SHOWN REFERENCE
VERTICAL DATUM IGLD85.

DATUM CONVERSIONS:
(NGVD 29 - 0.27 = NAVD 88)
(NGVD 29 - 0.44 = IGLD 85)
(NAVD 88 - 0.17 = IGLD 85)

REMOVE AND REPLACE RIP RAP TO
ALLOW GANGWAY REPLACEMENT
(TYP. OF 3 GANGWAYS)



LAKE CHARLEVOIX



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PREPARED FOR:
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MARINA EXPANSION - PHASE II
PROPOSED DOCKS**
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SCALE: 1"=120'
JOB #: 12-0842
SHEET 5 OF 17

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LWD = 577.50

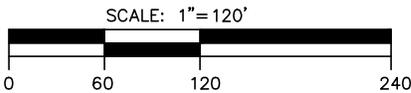
NOTE:
ALL ELEVATIONS SHOWN REFERENCE VERTICAL DATUM IGLD85.

DATUM CONVERSIONS:
(NGVD 29 - 0.27 = NAVD 88)
(NGVD 29 - 0.44 = IGLD 85)
(NAVD 88 - 0.17 = IGLD 85)

**PROPOSED SWING MOORING FIELD:
10 - SWING MOORINGS ON HELICAL
ANCHORS OR DRIVEN PILE WITH BUOY AND
MOORING PENNANTS.**

LAKE CHARLEVOIX

BOUY	LAT	LONG
1	N45° 13' 01.30"	W85° 01' 08.47"
2	N45° 13' 01.45"	W85° 01' 07.07"
3	N45° 13' 02.08"	W85° 01' 09.36"
4	N45° 13' 02.23"	W85° 01' 07.95"
5	N45° 13' 03.00"	W85° 01' 08.85"
6	N45° 13' 03.16"	W85° 01' 07.45"
7	N45° 13' 03.78"	W85° 01' 09.73"
8	N45° 13' 03.94"	W85° 01' 08.33"
9	N45° 13' 04.71"	W85° 01' 09.23"
10	N45° 13' 04.86"	W85° 01' 07.82"



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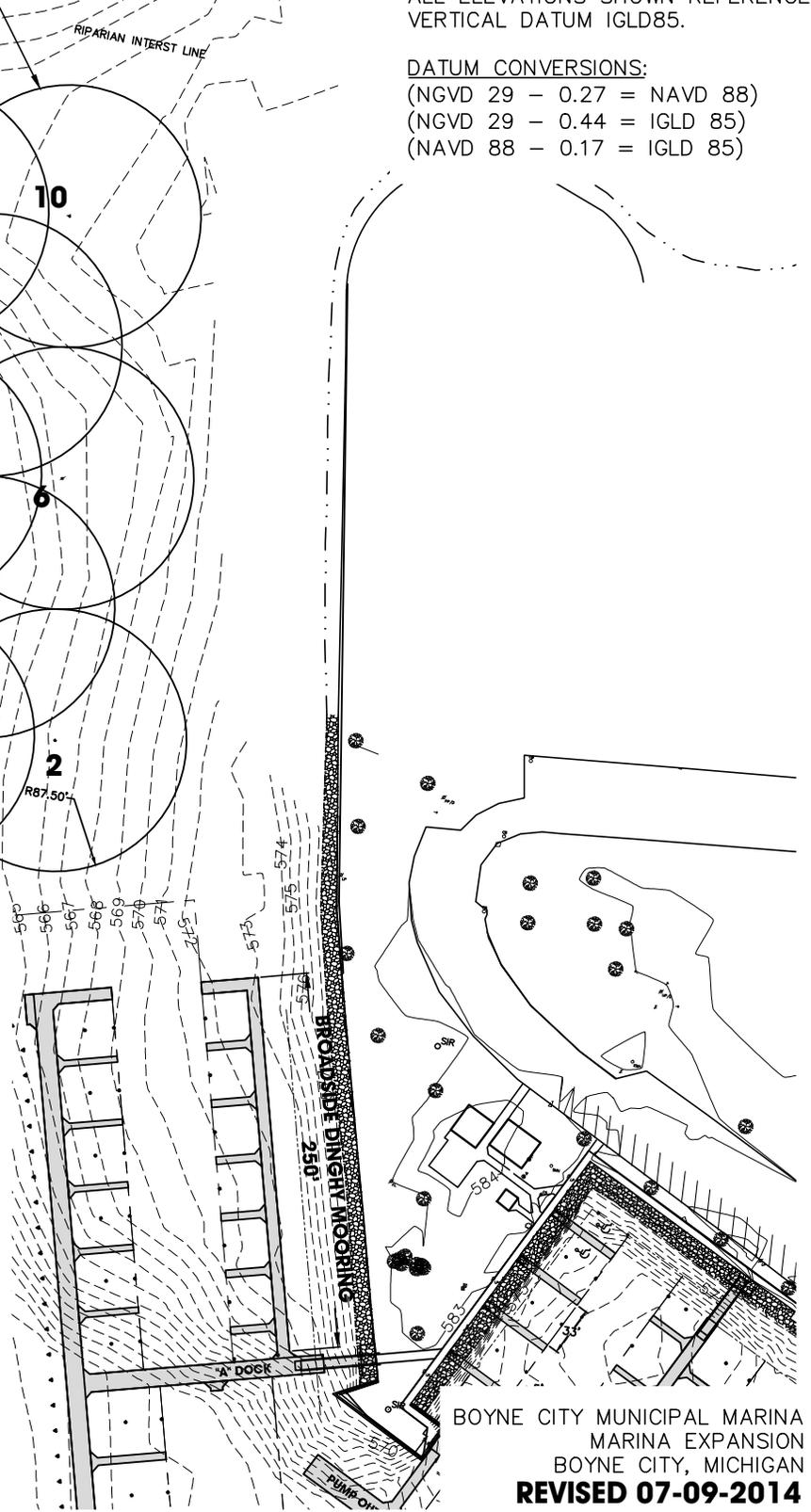
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**BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION - PHASE II
PROPOSED MOORING FIELD**

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SCALE: 1"=120'

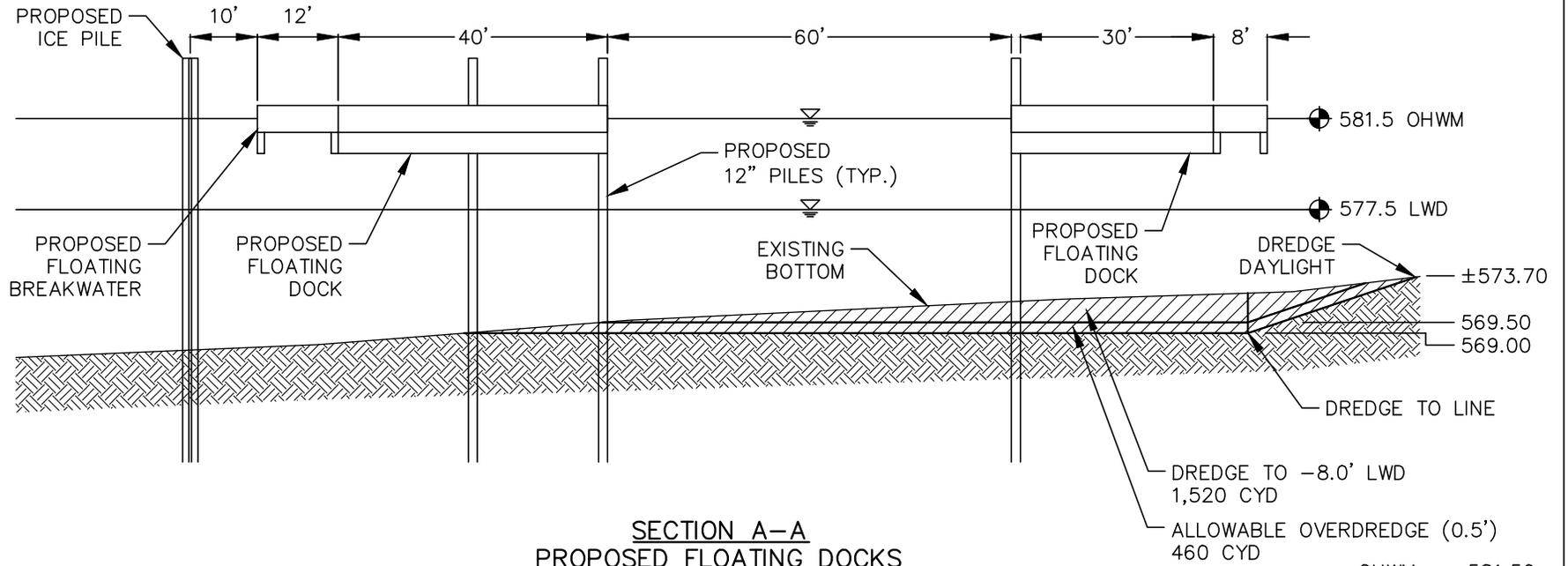
JOB #: 12-0842

SHEET 6 OF 17



BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION
BOYNE CITY, MICHIGAN
REVISED 07-09-2014

E:\CIVIL_3D\ENG\12-0842 BOYNE CITY MARINA EXPANSION\dwg\12-0842 MARINA EXPANSION PERMIT.dwg, SECTION A-A 8-5x11, 7/9/2014 4:13:46 PM, ddombos, 1:1



SECTION A-A
PROPOSED FLOATING DOCKS
 NOT TO SCALE

OHWM = 581.50
 LWD = 577.50

NOTE:
 ALL ELEVATIONS SHOWN
 REFERENCE VERTICAL
 DATUM IGLD85.

DATUM CONVERSIONS:
 (NGVD 29 - 0.27 = NAVD 88)
 (NGVD 29 - 0.44 = IGLD 85)
 (NAVD 88 - 0.17 = IGLD 85)

NOTE:
 ANCHORAGE OF WAVE ATTENUATOR AND
 FLOATING DOCK PER MANUFACTURER

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 MARINA EXPANSION - PHASE II**

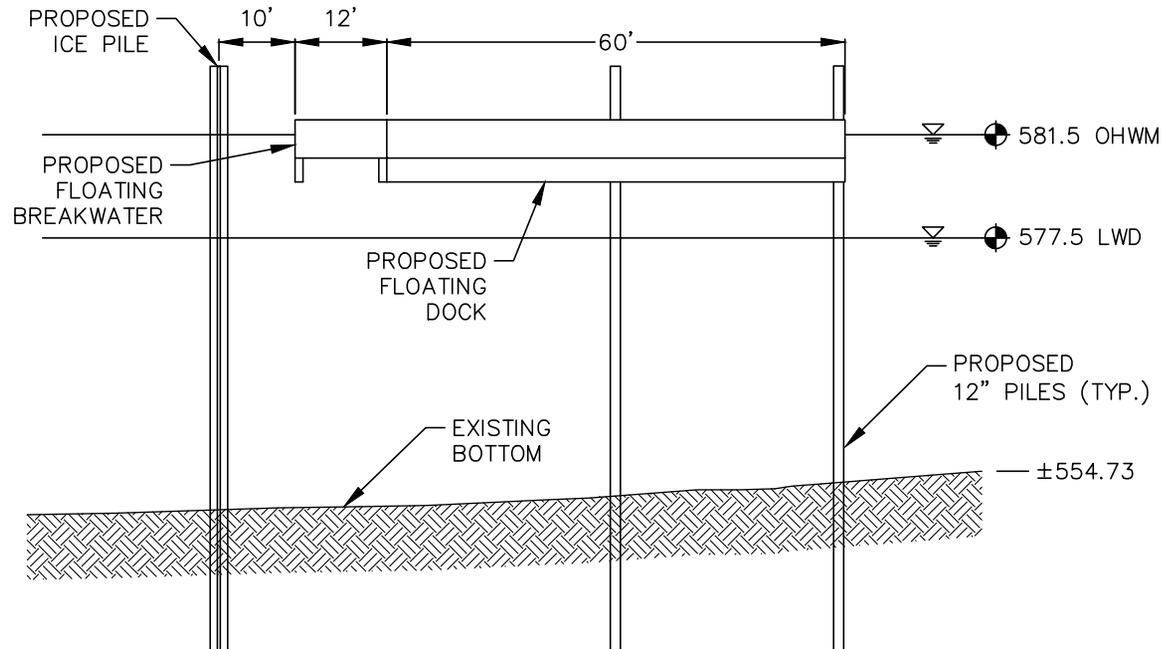
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SCALE: **N/A**

JOB #: **12-0842**

SHEET **7** OF **17**

E:\CIVIL_3D\ENG\12-0842 BOYNE CITY MARINA EXPANSION\dwg\12-0842 MARINA EXPANSION PERMIT.dwg, SECTION B-B 8-5x11, 7/9/2014 4:13:49 PM, ddombos, 1:1



SECTION B-B
PROPOSED FLOATING DOCKS
 NOT TO SCALE

OHWM = 581.50
 LWD = 577.50

NOTE:
 ALL ELEVATIONS SHOWN
 REFERENCE VERTICAL
 DATUM IGLD85.

DATUM CONVERSIONS:
 (NGVD 29 - 0.27 = NAVD 88)
 (NGVD 29 - 0.44 = IGLD 85)
 (NAVD 88 - 0.17 = IGLD 85)

NOTE:
 ANCHORAGE OF WAVE ATTENUATOR AND
 FLOATING DOCK PER MANUFACTURER

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 MARINA EXPANSION - PHASE II**

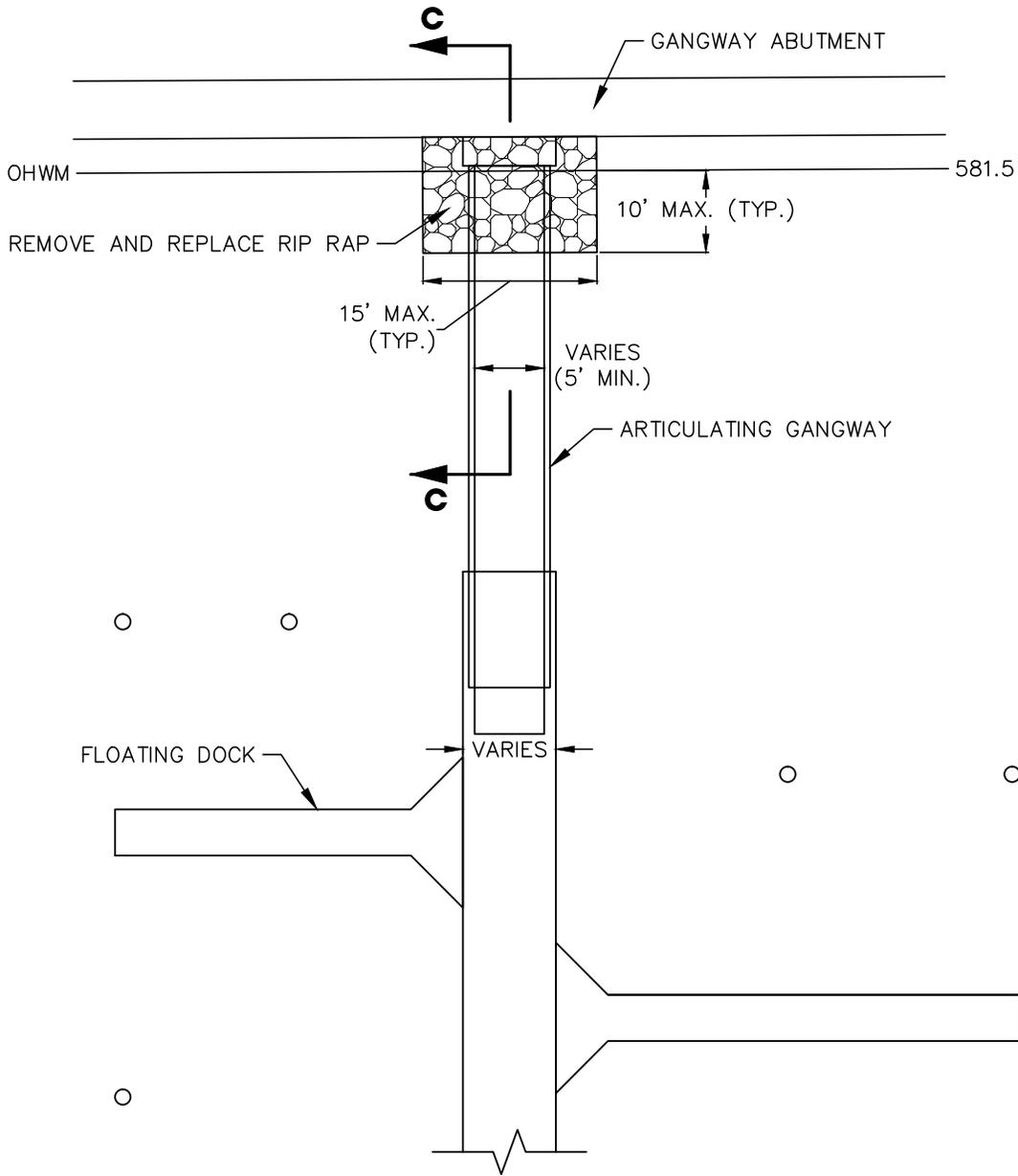
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SCALE: **N/A**

JOB #: **12-0842**

SHEET **8** OF **17**

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FLOATING DOCK DETAIL

NOT TO SCALE

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MARINA EXPANSION - PHASE II**

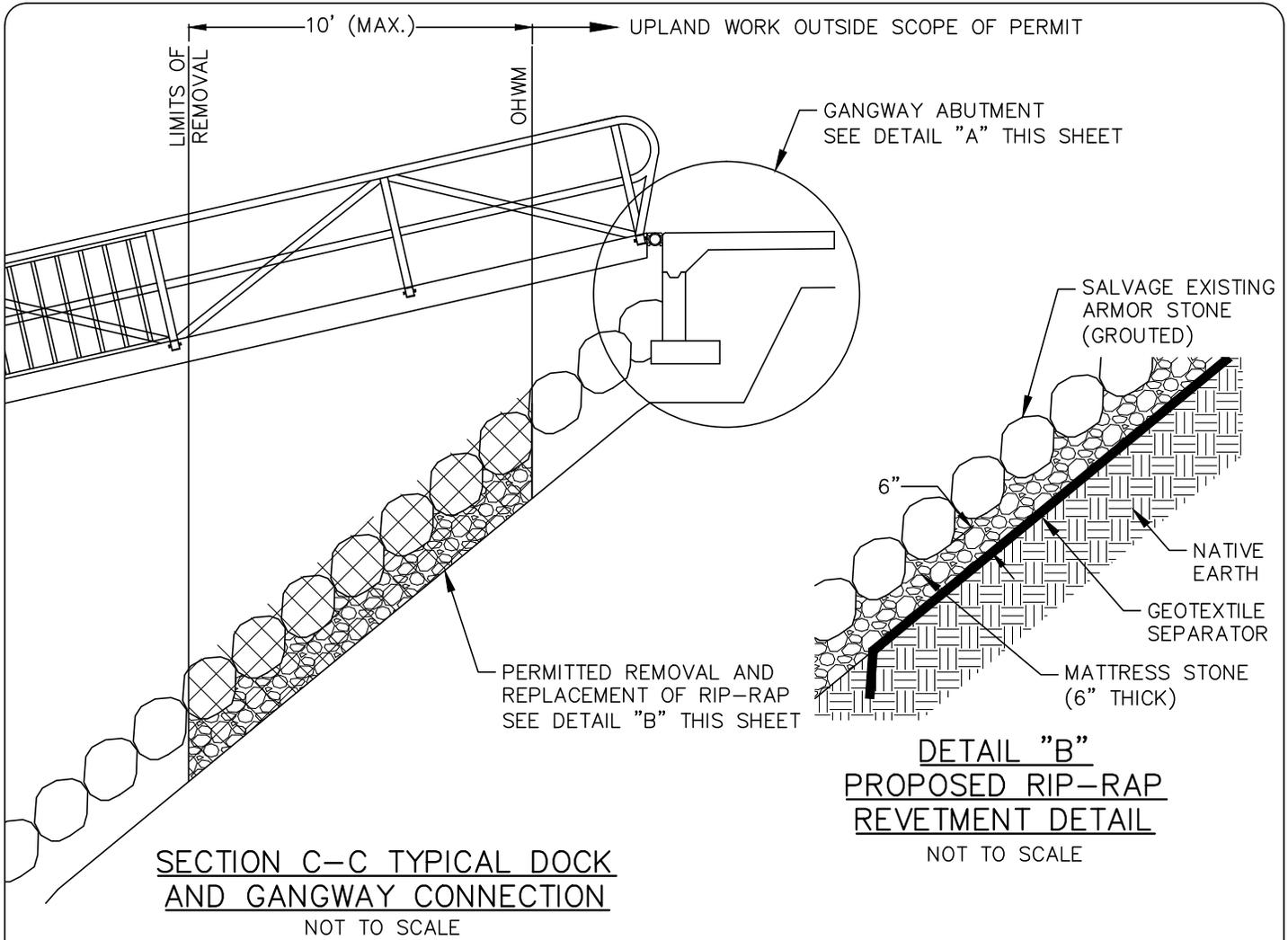
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SCALE: **NTS**

JOB #: **12-0842**

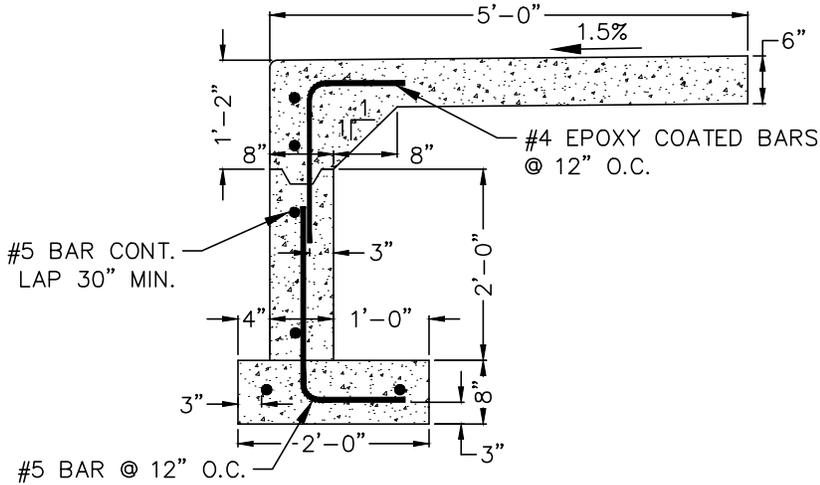
SHEET **9** OF **17**

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SECTION C-C TYPICAL DOCK AND GANGWAY CONNECTION
NOT TO SCALE

DETAIL "B" PROPOSED RIP-RAP REVETMENT DETAIL
NOT TO SCALE



DETAIL "A" - TYPICAL GANGWAY CONNECTION FOOTING
NOT TO SCALE

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SHEET **10** OF **17**



PRIMARY DISPOSAL SITE
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JOB #: 13-0166

SHEET 11 OF 17



SECONDARY DISPOSAL SITE

ADDIS ST.

RIDGE ST.

RIDGE ST.

ROBINSON ST.

COURT ST.

SILVER ST.

CHARLEVOIX ST.

W. MICHIGAN AVE.



SECONDARY DISPOSAL SITE
NOT TO SCALE

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SHEET 12 OF 17



TEMPORARY DISPOSAL SITE

LAKE CHARLEVIOX

TEMPORARY DISPOSAL SITE

NOT TO SCALE

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MARINA EXPANSION
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SHEET **13** OF **17**

E:\CIVIL_3D\ENG\12-0842 BOYNE CITY MARINA EXPANSION\dwg\12-0842 MARINA EXPANSION PERMIT.dwg, MOORING BUOY, 7/9/2014 4:13:58 PM, adombos, 1:1

18"± DIA MOORING BUOY

POLY LINE, 10'

581.5' (OHWM) 

NOTE:
FOR HELICAL/DRIVEN PILE ANCHORAGE,
DRIVE OR CUT PILE WITHIN 12" OF
BOTTOM.

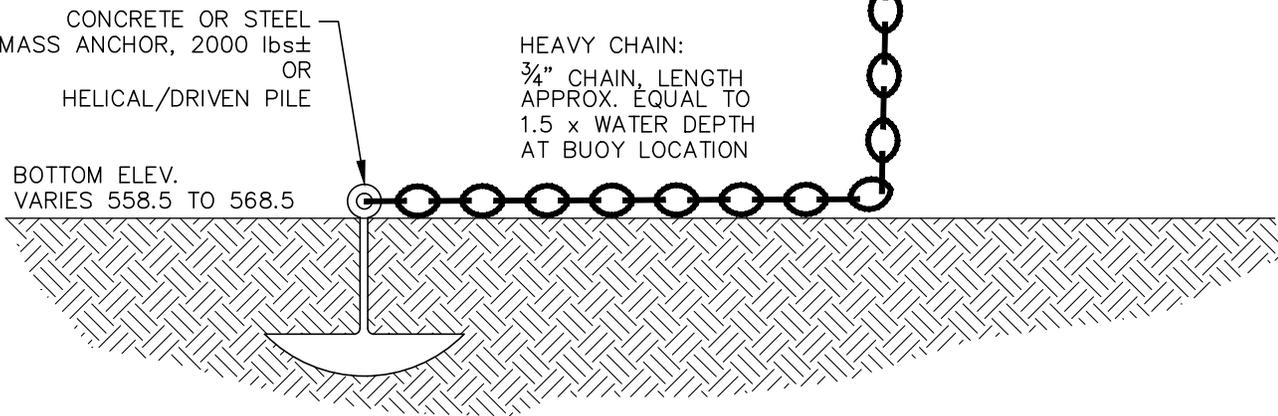
PROVIDE SWIVEL SHACKLE BETWEEN
HEAVY AND LIGHT CHAIN TO PREVENT
TWIST.

LIGHT CHAIN:
1/2" CHAIN, LENGTH APPROX.
EQUAL TO WATER DEPTH AT
BUOY LOCATION

CONCRETE OR STEEL
MASS ANCHOR, 2000 lbs±
OR
HELICAL/DRIVEN PILE

HEAVY CHAIN:
3/4" CHAIN, LENGTH
APPROX. EQUAL TO
1.5 x WATER DEPTH
AT BUOY LOCATION

BOTTOM ELEV.
VARIES 558.5 TO 568.5



MOORING BUOY DETAIL

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PREPARED FOR:
**BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION - PHASE II**

SCALE: NTS

JOB #: 12-0842

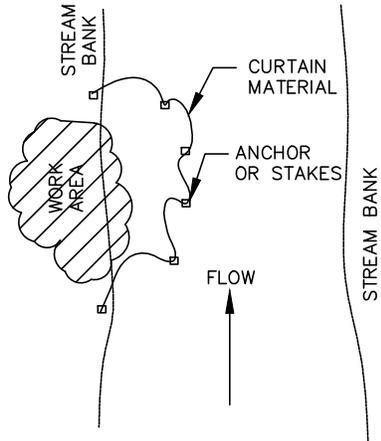
SHEET 14 OF 17

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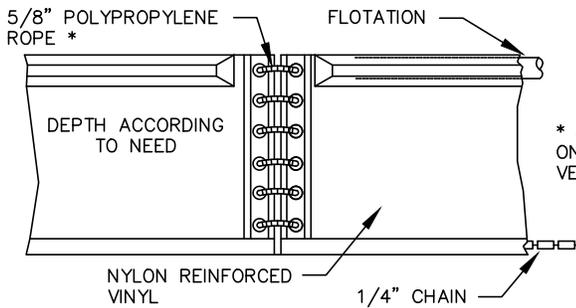
E:\CIVIL_3D\ENG\12-0842 BOYNE CITY MARINA EXPANSION\PERMIT.dwg, TURBIDITY CURTAIN 8-5x11, 7/9/2014 4:13:58 PM, ddombos, 1:1

SESC NOTES:

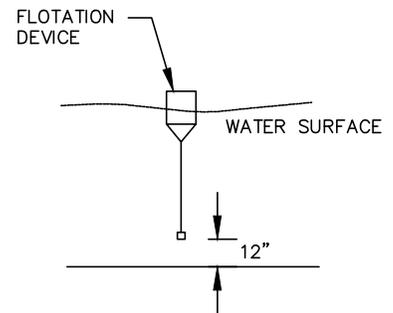
1. PRIOR TO DREDGING OR CONSTRUCTION ACTIVITY THAT WILL IMPACT THE LAKE BOTTOM, A SILTATION (TURBIDITY) BARRIER CURTAIN MUST BE INSTALLED (SUPPORTED BY FLOATATION AND ANCHORING DEVICES) TO ENCLOSE THE AREA OF DISTURBANCE. PROVIDING, INSTALLING, MAINTAINING, AND REMOVING THE TURBIDITY CURTAIN SHALL BE PAID UNDER "SOIL EROSION AND SEDIMENTATION CONTROL MEASURES" PAY ITEM.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR SOIL EROSION CONTROL PERMIT/SEDIMENT CONTROL MEASURES. THE SOIL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL CONFORM TO STATE OF MICHIGAN SOIL EROSION AND SEDIMENTATION CONTROL GUIDEBOOK, LATEST EDITION.
3. TURBIDITY CURTAIN SHALL BE PROVIDED AND INSTALLED PER DETAIL S61 OF THE STATE OF MICHIGAN SOIL EROSION AND SEDIMENTATION CONTROL GUIDE BOOK, LATEST EDITION.
4. CONTRACTOR SHALL CHECK SESC MEASURES DAILY. IF SESC MEASURES ARE NOT CORRECTLY INSTALLED OR MAINTAINED, THE CONTRACTOR SHALL TAKE CORRECTIVE ACTION TO REPAIR OR FIX INSTALLED SESC MEASURES AT NO ADDITIONAL COST TO THE OWNER.
5. DISTURBED AREAS REMAINING IDLE DURING CONSTRUCTION SHALL BE TEMPORARILY STABILIZED. PERMANENT CONTROLS SHALL BE INSTALLED WITHIN 5 DAYS OF FINAL GRADE.



PLAN VIEW (TYP.)



* JOINTS VARY DEPENDING ON TYPE OF WATERBODY AND VELOCITY OF WATER FLOW.



PROFILE

PROFILE - CURTAIN DETAIL

MICHIGAN DEPARTMENT OF MANAGEMENT AND BUDGET

NOTES:
TYPE OF TURBIDITY CURTAIN SHALL BE AER-FLO TOUGH GUY TYPE 1 OR ENGINEER APPROVED EQUAL.

TURBIDITY CURTAIN DETAIL

NOT TO SCALE

BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION
BOYNE CITY, MICHIGAN
REVISED 07-09-2014



95 West Main Street
Benton Harbor, MI 49022
T 269.927.2295
F 269.927.1017

Manistee, MI
South Haven, MI
South Bend, IN
Portage, IN

Engineering
Architecture
Land Surveying
Marina/Waterfront
Community Planning
Landscape Architecture
Development Services

PREPARED FOR:
**BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION - PHASE II**

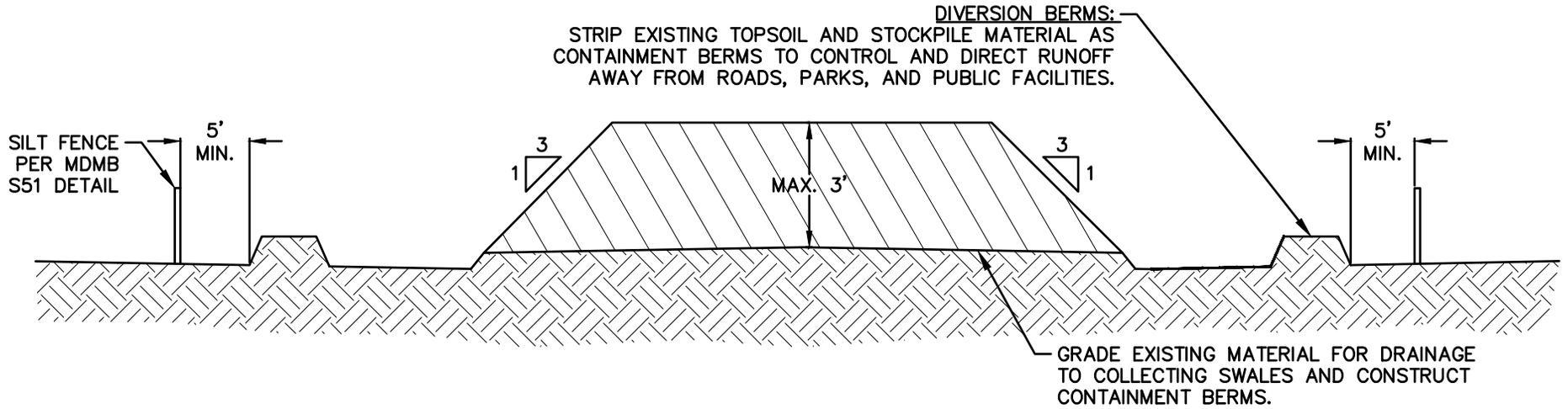
COPYRIGHT 2013-ABONMARCHÉ CONSULTANTS, INC.

SCALE: **NTS**

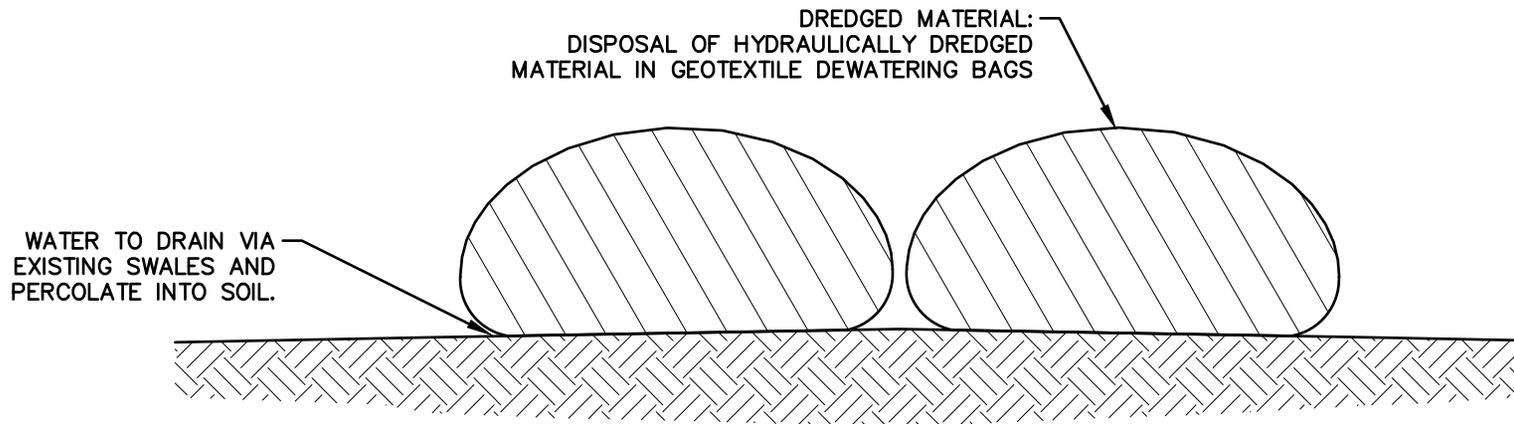
JOB #: **12-0842**

SHEET **15** OF **17**

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TEMPORARY DISPOSAL – MECHANICALLY DREDGED
CROSS SECTION DETAIL
NOT TO SCALE



TEMPORARY DISPOSAL – HYDRAULICALLY DREDGED
CROSS SECTION DETAIL
NOT TO SCALE

BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION
BOYNE CITY, MICHIGAN
REVISED 07-09-2014



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PREPARED FOR:
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MARINA EXPANSION - PHASE II**

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SCALE: N/A

JOB #: 12-0842

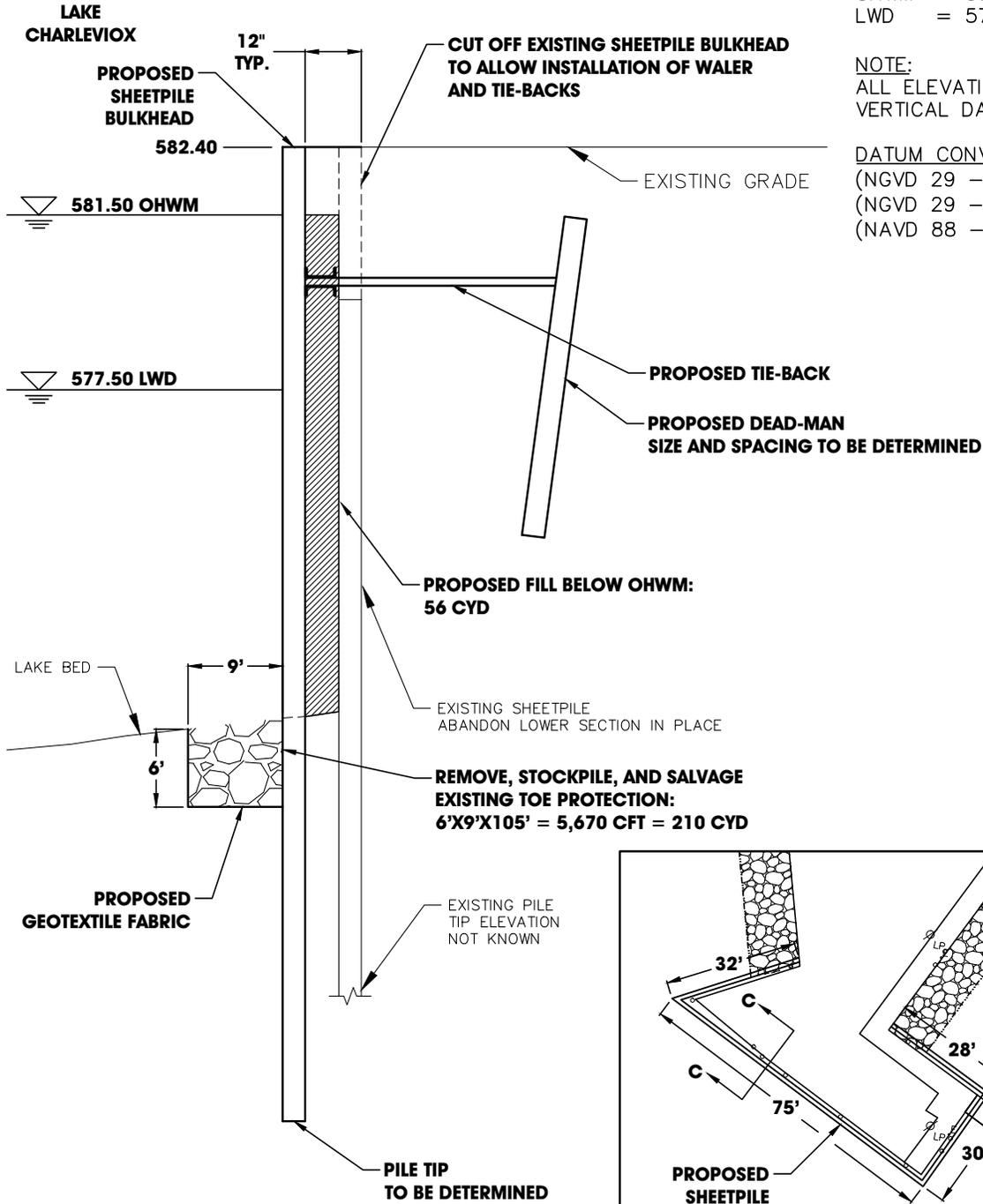
SHEET 16 OF 17

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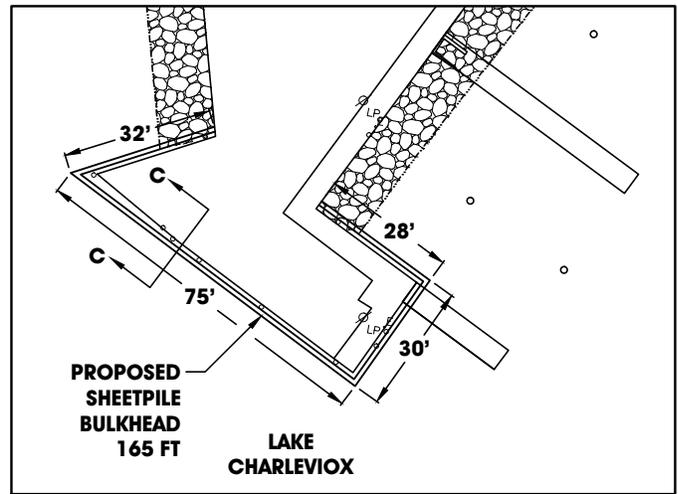
OHWM = 581.50
LWD = 577.50

NOTE:
ALL ELEVATIONS SHOWN REFERENCE VERTICAL DATUM IGLD85.

DATUM CONVERSIONS:
(NGVD 29 - 0.27 = NAVD 88)
(NGVD 29 - 0.44 = IGLD 85)
(NAVD 88 - 0.17 = IGLD 85)



SECTION C-C
PROPOSED SHEETPILE BULKHEAD
SECTION VIEW
NOT TO SCALE



PROPOSED SHEETPILE BULKHEAD
PLAN VIEW
SCALE: 1"=40'

BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION
BOYNE CITY, MICHIGAN
REVISED 07-09-2014



95 West Main Street
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Engineering
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Land Surveying
Marina/Waterfront
Community Planning
Landscape Architecture
Development Services

PREPARED FOR:
**BOYNE CITY MUNICIPAL MARINA
MARINA EXPANSION - PHASE II
PROPOSED SHEETPILE BULKHEAD**
COPYRIGHT 2013-ABONMARCHÉ CONSULTANTS, INC.

SCALE: 1"=120'

JOB #: 12-0842

SHEET 17 OF 17

CITY OF BOYNE CITY

To: Michael Cain 
From: DM Dan Meads
Date: 9/18/2014
Subject: Water System General Plan Update

Background

The MDEQ conducts a yearly Sanitary Survey (evaluation) of our water system, to verify compliance with the Michigan Safe Drinking Water Act, PA 399. We received copies of this year's survey and its findings and recommendations in June of this year. Included in the findings from the survey, there are three system studies and plans that need to be updated.

I have contacted C2AE to provide a proposal to update the plans as required by the MDEQ, and a timeline to complete the work.

Discussion

I have received the attached proposal from C2AE to update the water system General Plan, hydraulic modeling, and reliability study as required by the MDEQ for \$13,850.00.

These plans and studies are required to be updated periodically, usually every five years, unless there are significant changes to the system. The current plans are each over due to be updated.

Financial

The funds are included in the Engineering line item in the Water Department Budget.

Recommendation

I recommend that the Commission accept the proposal from C2AE to update the water system General Plan, hydraulic modeling, and reliability study and supporting documents as outlined in their proposal for the amount of \$13,850.00, and authorize the City Manager to sign the necessary documents.



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
CADILLAC DISTRICT OFFICE



DAN WYANT
DIRECTOR

June 6, 2014

Mr. Michael Cain, City Manager
City of Boyne City
319 North Lake Street
Boyne City, Michigan 49712

WSSN: 00800

Dear Mr. Cain:

SUBJECT: City of Boyne City's Water Supply System Sanitary Survey

This letter will confirm my visits with Mr. Dan Meads on October 14, 2013, and March 20, 2014, and summarizes the subsequent review and discussion regarding the water supply facilities serving the City of Boyne City (City). The purpose of these visits and system review was to evaluate the City's water system with respect to the requirements of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399). In addition, the enclosed Water System Sanitary Survey form was updated to gather information on the City's water supply system.

The City completed the following items and water system improvements since the Department of Environmental Quality's (DEQ's) previous Sanitary Survey in 2010:

- Developed an Emergency Response Plan in March 2011.
- Completed the 1910 Building Booster Station.
- Completed Well No. 6 and placed it into service.
- Rehabilitated Well No. 4.
- Completed water main replacement and upgrade projects.
- Completed all Annual Reports on time.
- Completed all required system monitoring on time.

The following table summarizes the DEQ's findings from the Sanitary Survey of the water system:

Survey Element	Findings
Source	Recommendations made
Treatment	Recommendations made
Distribution System	Deficiencies identified
Finished Water Storage	Recommendations made
Pumps	Recommendations made
Monitoring & Reporting	Recommendations made
Management & Operations	Deficiencies identified

Operator Compliance	Recommendations made
Security	Recommendations made
Financial	Recommendations made

The following deficiencies are violations of Act 399 and must be resolved in order to return the water system to compliance:

1. The City General Plan is outdated and needs to be updated to meet the requirements of Part 16, General Plans, of Act 399. The City was to complete these updates by December 31, 2013.
2. The City's Reliability Study is outdated and needs to be updated to meet the requirements of Part 12, Reliability, of Act 399. The City is required to update its Reliability Study every five years. The City was to complete these updates by December 31, 2013.
3. The City's Sample Siting Plan – Bacteriological (Bacti Plan) needs to be updated to comply with the Ground Water Rule. Please update this Bacti Plan by July 31, 2014.

It is hoped that the following recommendations will prove useful in enhancing the operation and maintenance of the City's water supply:

1. Review, update, and fix or replace missing well appurtenances. See the enclosed Water System Sanitary Survey Form for specific items that need to be addressed.
2. Evaluate that the current portable generator is adequate to meet the City's water system demands during a major power outage. The generator is listed to cover multiple stations and well houses.
3. Need to complete the City's Well Head Protection Program. The City had completed most of the program, but still has a few elements to finalize for approval.
4. The City needs to evaluate the recent decision to discontinue fluoridation of the Public Water Supply. The City provided Public Health fluoridation of the Public Water Supply since 1973 and then the City Commission voted last month to discontinue this practice.
5. Develop a comprehensive Preventative Maintenance Plan to address routine maintenance on valves, hydrants, meters, pumps, wells, and storage tanks, etc. A good preventative maintenance program and recordkeeping system is critical to protect the City assets from premature failure.
6. Develop a strategy to incorporate residential cross connection inspections into a meter replacement program and compliant investigation process. Residential inspections should be completed on an average 10-year frequency.

7. Schedule professional inspections of ground storage tanks. Inspections should be completed by qualified structural inspector every five years.
8. Encourage operations staff to increase licensing levels.
9. Evaluate exterior of Silver Street booster station. Siding is starting to fail and needs to be repaired or replaced.
10. Need to complete a Stage 2 Disinfectants and Disinfection Byproducts monitoring plan by no later than July 31, 2014.
11. Update the City's 2011 Standard Specifications.
12. The City's Emergency Response Plan (ERP) is outdated and needs to be updated. Please update this ERP by July 31, 2014.
13. Provide a detailed 20-year Capital Improvements Plan along with budget information by no later than December 31, 2015, to meet the requirements of Act 399; specifically, Rule 1606, *publically owned or operated community water supplies; additional general plan requirements.*

Please submit a letter by July 31, 2014, that outlines the City's plans and schedule to address the above items.

If you should have any questions or concerns with this letter, or your water supply in general, please contact me at the number listed below.

Sincerely,



Brian E. Thurston, P.E., District Engineer
Office of Drinking Water and Municipal
Assistance
231-590-3430

Enclosures

cc: Health Department of Northwest Michigan (Charlevoix Co.)
cc/enc: Mr. Dan Meads, Water and Wastewater Superintendent

Proposal for Engineering Services Water System Master Plan and Reliability Study Updates

Presented to:
City of Boyne City
Charlevoix County, Michigan

September 17, 2014





September 17, 2014

Mr. Dan Meads, Water and Wastewater Superintendent
City of Boyne City
319 North Lake Street
Boyne City, MI 49712

Re: Proposal for Professional Services
Water System Master Plan and Reliability Study Update

Dear Dan:

Thank you for the opportunity to submit this proposal for engineering services to address the deficiencies noted by the MDEQ in their latest Water Supply Sanitary Survey for the City of Boyne City. Specifically, in order to address these deficiencies, the City will need to update their existing Water System Reliability Study, including a Master Plan and an updated Hydraulic Model for the entire City system. This proposal is in response to our previous discussions, and will assist the City in staying in compliance with Part 12 and Part 16 of the Rules of the Safe Drinking Water Act 399, P.A. 1976, as amended.

The enclosed proposal outlines a project statement of understanding, a detailed scope of services as well as our corresponding engineering fee and implementation schedule. This study updates would include assembling several types of pertinent information supplied by the City of Boyne City, including production and consumption history since the last update, population and future forecasting, system inspection and maintenance reports, major water users list, chemical treatment, storage tank information, record drawings and other important data associated with the water system. This information will be utilized to address the MDEQ water system review comments.

C2AE is uniquely qualified to conduct the Boyne City Water System Master Plan and Reliability Study updates. C2AE completed these plans for the City in the year 2000 and provided plan updates in 2007. We will utilize the existing water system mapping and model that we created as a starting point for the study updates. We also have a great deal of experience in completing municipal water reliability studies that comply with the Safe Drinking Water Act, and have the specialized hydraulic modeling software and experience to conduct these studies efficiently.

Mr. Dan Meads
September 17, 2014
Page 1 of 2

If this proposal, along with the attached Standard Contract Provisions, is acceptable, please sign in the space provided below and return one copy to our office. Please call if you have any questions and thank you once again for the opportunity to submit this proposal.

Respectfully Submitted,

ACCEPTED: City of Boyne City



Larry M. Fox, P.E.
Principal,
Director of Michigan Municipal Infrastructure

BY: _____

DATE: _____

LMF/kb

http://AP2/Marketing/Proposals/00-InProgress/BoyneCity_WaterReliabilityUpdate/Prop_Ltr_BC_Water.doc



Table of Contents

Statement of Understanding

Scope of Services

Schedule/Fee for Services

Standard Contract Provisions



Statement of Understanding

The City of Boyne City has been notified by the MDEQ that it needs to update its Water System Master Plan and Reliability Study in accordance with Part 12 and Part 16 of the Rules of the Safe Drinking Water Act 399, P.A. 1976, as amended. C2AE last updated Boyne City's Water System Master Plan and Reliability Study in 2007.

Water System Reliability as defined in Part 12 and requires the owner of a Type I public water supply to conduct a study to determine the quantity of water supply needed for a public water system and the general status of the system. The study is based upon 5-year and 20-year projections and shall be updated every five years; the study shall also propose a method(s) of compliance, as required. The Water System Reliability Study is a comprehensive review and analysis of the existing status of the water system based on a large amount of required data such as water production numbers, water consumption records, the number/size/type of customers, distribution system, material type, system age, storage facilities, etc. The Reliability Study includes a Master Plan and a hydraulic model of the entire water system.

As part of the proposed Master Plan, population and water demand projections will be reviewed and the computer model will be updated based upon actual demands and their locations. Once completed with the most accurate data available, the hydraulic model of the existing water supply, storage, and distribution system is calibrated and used to simulate existing and future conditions. System deficiencies are identified and the computer model is used to simulate improvement alternatives. The Master Plan will make prioritized recommendations on how future infrastructure funding should be best utilized to make upgrades or expansions to the water system, with associated cost opinions.

It is anticipated that C2AE will utilize the City's electronic GIS water system base mapping files for the AutoCAD mapping and the WaterGEMS hydraulic model. No new surveying or mapping is proposed as a part of this study.



The proposed scope of service for the Water System Reliability Study, Master Plan and Hydraulic Model are as follows.

1. Kick-Off Meeting: Meet with the City to review the project requirements, including the scope of services, schedule, project objectives and to obtain pertinent water system information, knowledge and records

Prior to the kick-off meeting, a detailed checklist with information required for the Water System Reliability Study will be provided to the City. This will allow the City time to compile the information in preparation for discussions/delivery at the meeting. In general, the following information/ data will be required:

- Copies of previous water system studies/reports, ISO classifications and flow test reports, Wellhead Protection Program and MDEQ Correspondence.
 - Monthly and annual water consumption data, including total pumping and total water sold for the past 10 years and average/max/min day records. Estimated water consumption for irrigation purposes, construction or other unmetered City uses.
 - Water production and supply information, chemical feed and residuals, etc.
 - Current number of customers by classification (residential, commercial, industrial or institutional) and meter size. List of major water customers. Electronic format with parcel number, address, quantity, etc.
 - Comprehensive development plans, including zoning and land use maps, 10 to 20-year population projections, Commercial Risk Services, Inc., reports etc.
 - Water storage tank schematics, normal operating settings, plans, inspection and maintenance reports, etc.
 - Water system distribution plans, record drawings, hydrant/valve/pipe inventories, material types, system age and sizes. Electronic hydraulic model and mapping files. Hydrant flushing program and reports, etc.
2. Study/Service Area Boundaries: Review the study/service area boundary and City limits; revise limits of study/service area, as required, based upon discussions with the City.
 3. Population Projections: Review growth projections for the study/service area and review available master plan(s) and population projections for the study/service area. Develop population projections for 10 and 20 year intervals, as required, based upon input from the City.
 4. Existing Water Demand Data: Determine the existing average day, the maximum day, and the peak hour demands from water pumping/consumption data provided by the City. Evaluate the "lost water" component of the current water system. Identify locations of demands throughout the system.



5. Future Demand: Develop future average day and maximum day demands from the existing water demand data and the population projections; review with the City and revise, as required.
6. Hydraulic Network Model: Utilize Bentley Systems WaterGEMS software to model the existing water distribution system and storage based upon existing electronic water system plans provided by the City.
7. Hydrant Pressure/Flow Tests: Utilize previous hydrant testing information to the extent possible. If needed, conduct system hydrant flow tests to assist in the calibration of the water distribution system computer model.
8. Simulations of Distribution System Improvement Alternatives: Review the model under existing and proposed conditions and model alternatives for distribution system improvements. Identify distribution system improvements necessary to provide peak flows and upgrade system reliability.
9. Water Supply and Storage Facilities: Evaluate the capacities of the water supply from the City wells and storage reservoirs, and identify improvements, as required, based upon the requirements of the Part 12 Rules of the Safe Drinking Water Act. Also include in the evaluation the impact of irrigation water usage on storage capacity. Storage capacity recommendations will be provided for the minimum "required" storage as well as optimum storage for fire protection.
10. Opinions of Probable Cost: Prepare preliminary opinions of probable cost for implementation of the identified water supply, storage and distribution system improvements.
11. Progress Meetings: Meet with the City to review the findings of the study and to discuss recommendations. Two (2) meetings are included in the scope of services.
12. Draft Report: Prepare and submit to the City for review and comment, a draft report, which summarizes the results, conclusions, and recommendations. Include in the report an update of the City's Sample Siting Plan, which is also being required by the MDEQ. Upon receipt of City comments, submit draft copy to MDEQ staff for review and comment.
13. Final Report: Revise the draft report in accordance with the review comments provided by the City and furnish five (5) copies and one (1) electronic copy (PDF) of the final report to the City for distribution.



Schedule/Engineering Fee

C2AE proposes to complete the Water System Reliability Study, Master Plan and Hydraulic Model Updates within 120 days from the date of acceptance of this proposal with the assumptions that all required water system data is provided within two weeks of the request and hydrant testing is not prohibited by seasonal weather.

C2AE proposes to provide the services, as outlined herein, for the lump sum fee of \$13,850. Invoices will be forwarded on a monthly basis reflecting the level of work completed and are due upon receipt.



**Standard Contract Provisions
Studies/Reports/Mapping Services**

The parties to this agreement, Capital Consultants, Inc., a Michigan Corporation doing business as C2AE in the State of Michigan, hereinafter called the A|E CONSULTANT and the City of Boyne City, Michigan, hereinafter called the OWNER, hereby agree to the following conditions:

- A. Limit of Scope: The services provided by the A|E CONSULTANT shall be limited to those described in the Scope of Services.
- B. Changed Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the A|E CONSULTANT are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the A|E CONSULTANT may call for renegotiation of appropriate portions of this Agreement. The A|E CONSULTANT shall notify the OWNER of the changed conditions necessitating renegotiation, and the A|E CONSULTANT and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.
- C. Additional Services: Additional services not specifically identified in the Scope of Services shall be paid for by the OWNER in addition to the fees previously stated, provided the OWNER authorizes such services in writing. Special services will be billed monthly as work progresses and invoices are due upon receipt.
- D. Standard of Care: In providing services under this Agreement, the A|E CONSULTANT will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Upon notice to the A|E CONSULTANT and by mutual agreement between the parties, the A|E CONSULTANT will without additional compensation, correct those services not meeting such a standard.
- E. Opinions of Probable Construction Cost: In providing opinions of probable construction cost, the OWNER understands that the A|E CONSULTANT has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the A|E CONSULTANT's opinions of probable construction costs are made on the basis of the A|E CONSULTANT's professional judgment and experience. The A|E CONSULTANT makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from the A|E CONSULTANT's opinion of probable construction cost.
- F. Schedule for Rendering Services: The A|E CONSULTANT shall prepare and submit for OWNER approval a schedule for the performance of the A|E CONSULTANT's services. This schedule shall include reasonable allowances for review and approval times required by the OWNER, performance of services by the OWNER's consultants, and review and approval times required by public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in scope, character or size of the project requested by the OWNER, or for delays or other causes beyond the A|E CONSULTANT's reasonable control.
- G. Ownership of Reports, Drawings and Other Materials: The OWNER agrees that all reports, drawings, letters, work sheets, plans, preliminary material tables, supportive data, documents and other materials produced by the A|E CONSULTANT in the course of and for the purpose of meeting this contract are the property of the A|E CONSULTANT, and shall remain in the possession of the A|E CONSULTANT. The OWNER shall have access to the above named material during normal business hours of the A|E CONSULTANT during and after completion of this contract. The OWNER may obtain copies of any of the above named material. Copies of electronic media may be obtained by the OWNER via execution of this Agreement. (See Alteration and Reuse of CAD Information provision of this Agreement.)



- H. Alteration and Reuse of CAD Information: Because computer aided design/drafting (CAD) information stored in electronic form can be modified by other parties, intentionally or otherwise, without notice or indication of said modifications, the A|E CONSULTANT reserves the right to remove all indications of its ownership and/or involvement in the material from each electronic medium not held in its possession. The OWNER may retain copies of the work performed by the A|E CONSULTANT in CAD form. Copies shall be for information and used by the OWNER for the specific purpose for which the A|E CONSULTANT was engaged. Said material shall not be used by the OWNER, or transferred to any other party, for use in other projects, additions to the current project, or any other purpose for which the material was not strictly intended without the A|E CONSULTANT's express written permission. Any unauthorized modification or reuse of the materials shall be at the OWNER's sole risk, and the OWNER agrees to defend, indemnify, and hold the A|E CONSULTANT harmless, from all claims, injuries, damages, losses, expenses, and attorney's fees arising out of the unauthorized modification of these materials.
- I. Payment Terms: Invoices will be submitted by the A|E CONSULTANT monthly, are due upon presentation and shall be considered past due if not paid within thirty (30) calendar days of the due date.
- J. Disputed Invoices: If the OWNER objects to any portion of an invoice, the OWNER shall so notify the A|E CONSULTANT in writing within ten (10) calendar days of receipt of the invoice. The OWNER shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest at one-and-one-half (1.5) percent (or the maximum rate allowable by law, whichever is less) shall be paid by the OWNER on all disputed invoice amounts that are subsequently resolved in the A|E CONSULTANT's favor and shall be calculated on the unpaid balance from the due date of the invoice.
- K. Abandonment of Work: If any work is abandoned or suspended, the A|E CONSULTANT shall be paid for services performed prior to receipt of written notice from the OWNER of abandonment or suspension.
- L. Errors and Omissions Insurance: The A|E CONSULTANT maintains an errors and omissions insurance policy as part of normal business practice. The OWNER agrees to limit the A|E CONSULTANT's liability to the OWNER and to all Construction Contractors and Subcontractors on the project due to the A|E CONSULTANT's negligent acts, errors, or omissions, such that the total aggregate liability of the A|E CONSULTANT to all those named shall not exceed \$13,850.00.
- M. Indemnification: The A|E CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER against damages, liabilities and costs arising from the negligent acts of the A|E CONSULTANT in the performance of professional services under this Agreement, to the extent that the A|E CONSULTANT is responsible for such damages, liabilities and costs on a comparative basis of fault and responsibility between the A|E CONSULTANT and the OWNER. The A|E CONSULTANT shall not be obligated to indemnify the OWNER for the OWNER's own negligence.
- N. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the A|E CONSULTANT, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the OWNER and the A|E CONSULTANT shall require



similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

- O. Dispute Resolution: The OWNER agrees that all claims, disputes, and other matters in question between the parties arising out of or relating to this Agreement or breach thereof first shall be submitted for nonbinding mediation to any one of the following, as agreed to by the parties: American Arbitration Association, American Intermediation Service, Americord, Dispute Resolution, Inc., Endispute, or Judicate. Any party hereto may initiate mediation within the time allowed for filing per State law and the parties hereto agree to fully cooperate and participate in good faith to resolve the dispute(s). The cost of mediation shall be shared equally by the parties hereto.

If mediation fails to resolve the claim or dispute, the matter shall be submitted to a court of competent jurisdiction.



City of Boyne City

MEMO

Agenda Item 9F

TO: Michael Cain, City Manager
From: John M Lamont, EMS Director
Date: September 19, 2014
RE: Ambulance Bid

A 33 page request for bid packet was released for two (2) 2015 F450 4x4 type one ambulances on September 9, 2014 with a due date of September 17, 2014. This is in compliance with the FEMA, Fire Fighters Grant award which required a bid process, bonding of the successful bidder and a guarantee delivery date with penalty for non-compliance. The total FEMA grant funding package is \$147,000 on a 95/5 matching basis. FEMA would provide \$139,650 with the City's providing the balance of \$7,350. The Bid request included trading in the 2002 Osage, the 2001 PL Custom ambulances and purchasing a MX Pro cot.

Two Bids were opened on the Seventeenth:

Emergency Vehicles Plus (EVA): Wheel Coach
670 East 16th Street
Holland Michigan

Kodiak Emergency Vehicles: Osage
1340 S. Waverly Rd
Ste 3
Lansing, MI

EVA:	\$154,348.00	* 2013 Ford F-450 Chassis, never titled
	\$154,348.00	2015 Ford F-450 Chassis
Credit	\$ 10,000.00	Trade in allowance for 51A2 PL Custom 2001
Credit	\$ 11,000.00	Trade in allowance for 51A1 Osage, 2002
	\$ 5,639.00	MX Pro cot (\$14,511.00 (Power Lift Cot)
Total	\$293,335.00	

Kodiak:	\$149,866.00	2015 Ford F-450 Chassis
	\$146,866.00	2015 Ford F-450 Chassis (discounted due to double order less engineering)
Credit	\$ 8,000.00	Trade In allowance for 51A2 PL Custom 2001
Credit	\$ 6,400.00	Trade in allowance for 51A1 Osage 2002
	\$ 4,654.00	MX Pro cot (manual)
Total	\$286,986.00	

EVA is offering a 2013 without discount, (Their theory is no chassis delay from Ford the vehicle would be ready in 140 days). There are no discounts for the second vehicle engineering from EVA. Osage provided a discount. Also the exceptions in the bids EVA offers a pro-rated warranty on paint. An Osage offer is 5 years non-pro-rated. A request for a cooler draw for medications, EVA took exception did not quote one; Kodiak actually included a small refrigerator with lock and temperature monitoring gauge.

Both vendors contained similar delivery dates, Ford chassis 120 days, (sometime in January), and 120 days conversion Delivery of the vehicles would be in June 2015.

The complete request for bids and responses are available for review at the City Hall and will be at Tuesday's

meeting. If you would like hard copies in advance, please let us know.

Our current amount in this year's budget for the ambulance replacement is \$140,000. The FEMA grant for an ambulance is an additional \$139,650. With the grant, our two trade ins and an additional \$7,336 above what is budgeted Boyne City is realizing a second ambulance and a new cot. We would like to upgrade to a power cot for an approximate additional \$10,000. The 'power' designation for the cot was mistakenly left out of the bid specifications. We also expect to receive about \$3,000 in additional revenue from the sale of our third, older, ambulance. When this entire process is completed we will have two new matching ambulances instead of three older mismatched units.

Since the delivery would be in the coming 2015 budget year most of the expenditures will take place then. We plan on including any additional funding needed in next year's budget. In the meantime we will attempt to find additional funding opportunities, such as grants, to further reduce the City's out of pocket commitment. While either company is providing an outstanding vehicle, I believe for the dollars spent, the Osage quote is giving Boyne City a better vehicle that will serve the community for years.

Recommendation: It is my recommendation that the City Commission accept the low bid from Kodiak Emergency Vehicles of Lansing in the amount of \$286,986 as proposed for two 2015 type one ambulances and equipment, including trade ins and authorize the City Manager to complete and sign any necessary documents.

Options:

- 1) Postpone for further consideration and/or information
- 2) Make an alternate award
- 3) Reject all bids
- 4) Take no action
- 5) Other options as determined by the City Commission

MEMORANDUM**TO: MICHAEL CAIN; CITY MANAGER** **FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT** **DATE: 9/19/14****RE: AIRPORT TERMINAL ROOF REPLACEMENT**

As we discussed during budget planning the existing shingle roof on the Airport Terminal Building is in very bad condition. The shingles are very brittle and the tabs are breaking off in the high winds we have experienced this year. In the past 5 years we have had to replace shingles that have blown off on a yearly basis. I feel this roof has failed to the point that replacement is warranted.

There is a chance we may need to replace some of the roof sheathing (boards); it looks good from the underside, but we will not know for certain until the existing roofing is removed. For bidding purpose I have asked for a price per Square Foot to replace any bad sheathing encountered. This replacement will require my inspection and approval.

Bid specifications were developed and advertised on September 8, 2014. Bids were also sent to Jordan Construction and Hawkins Roofing. Only one bid was received from Jordan Construction and was opened on September 18, 2014. The base bid was for \$10,375.00 with a price of \$1.78 per square foot for sheathing replacement as required.

RECOMENDATION:

Funds for this work were allocated in this years Airport Maintenance budget. It is my recommendation that the City Commission approve this contract with the low bidder; Jordan Construction of East Jordan in the amount of \$10,375.00, and authorize the City Manager to sign the necessary documents. Reference provided for 2 similar jobs were contacted and gave favorable responses. A copy of their bid is attached for your review.

OPTIONS:

1. That this matter be postponed for information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission

BID SUBMITTED PURSUANT TO THE CITY OF BOYNE CITY SHINGLE ROOF REPLACEMENT SPECIFICATIONS

City of Boyne City
319 North Lake Street
Boyne City, MI 49712-2109

Mayor Grunch and the Boyne City City Commission:

The undersigned, as Successful Bidder, hereby declares that this bid is made in good faith without fraud or collusion with any person or persons bidding on the same Contract; that he/she has carefully read and examined the Contract Documents, including the Invitation to Bid, General Requirements, and Program Guidelines for the designated work and understands all of the same; that he/she, or his/her representative, has made such personal investigation at the site as is necessary to determine the character and difficulties attending the execution of the proposed work. Bidder proposes and agrees that if this Proposal is accepted, bidder will contract with the City, provide necessary machinery, tools, apparatus and transportation services necessary to do all the work specified or referred to in the Contract Documents in the manner and time therein prescribed, and according to the requirements of the owner as therein set forth, to furnish the insurance required of the Contractor by the Contract Documents, and that he/she will take in full payment, the unit prices set forth in the following proposal.

All bidders understand that the City reserves the right to accept or reject any and/or all bids, to waive any irregularities and/or informalities in the bids, negotiate with any bidder, or to select the bid(s), or portions thereof, most advantageous to the City.

The successful bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids.

Upon receipt of a written Notice of Award of the Bid, the successful bidder shall execute the formal Contract Agreement within ten (10) days. In the event that the Contract is not executed within the time set forth above, the Bid Proposal shall become the property of the City as liquidated damage for the delay and additional expense to the City caused thereby.

Pursuant to your request for Shingle Roof Replacement Services, I submit my bid, with the understanding that if my bid proposal, or section thereof, is accepted, I will execute a written contract with the City of Boyne City, which will embody the terms as outlined in the bid proposal.

I will meet all of the requirements and provide all of the services for the amounts listed on the attached bid sheet for the items listed in this document.

The undersigned, by execution of this contract, certifies that he/she is the PRESIDENT of the firm named as JORDAN CONSTRUCTION GROUP, INC. that he/she signs the bid on behalf of the firm and that he/she is authorized to execute the same on behalf of said firm.

Company: JORDAN CONSTRUCTION GROUP, INC

Address: 117 S. LAKE ST, EAST JORDAN, MI 49727

Phone: (231) 536-0600

Authorized Agent: LARRY G. TRUMBLE

Signature: Larry G. Trumble

Title: President

Date: 9/17/2014

Total cost of Materials: \$ 4614.⁷³

Total cost of Labor: \$ 5315.²⁷ + (445. Dumpster + Permits)

Total Project Cost: \$ 10,375 (Ten thousand three hundred seventy five)

Cost per Square Foot for Roof Sheathing Replacement: \$ 1.⁷⁸

MEMORANDUM

TO: MICHAEL CAIN; CITY MANAGER 

FROM: ANDREW KOVOLSKI; PUBLIC WORKS SUPERINTENDENT 

DATE: 9/18/14

RE: AIRPORT CRACK SEAL BIDS

Bids were requested from two local contractors for Crack Sealing work at the Airport. The project will entail crack-sealing activities on the Runway, Taxiways and all parking areas. Bid packages were also sent to Applied Pavement Marking of Harbor Springs and Northern Driveway Services of Boyne City.

CONTRACTOR	TOTAL PRICE
Applied Pavement Marking	\$14,890.00
Northern Driveway Services	\$17,393.00

Copies of the bids are attached for your review.

RECCOMENDATION:

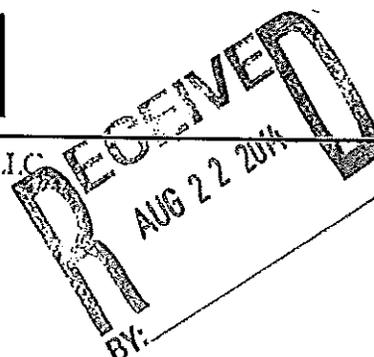
It is my recommendation that the City Commission award the contract for Overband Crack Sealing work at the Airport to Applied Pavement Maintenance for the amount of \$14,890.00 and authorize the City Manager to sign the required documents.

OPTIONS:

1. That the matter be postponed for additional information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission



Applied Pavement Markings, I.I.C.



8/22/14

City of Boyne City
319 N. Lake St.
Boyne City, Mi. 49712
Phone: 231-582-0375
Fax: 231-582-6506

Attention: Darcy Kotalik

Subject: Boyne City Airport

Invitation to Bid – Pavement Maintenance Services (Overband Crack Sealing)

Applied Pavement Markings is pleased to provide the following quote.

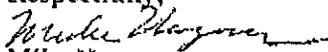
Overband Crack seal runway, Taxi run and Parking lot per our meeting.

Project cost: \$14,890.00

Re-stripe runway to current layout, all material MDOT approved with the application of glass beads.

Project cost: \$ 5,810.00

Thank you for the opportunity to quote your Business.

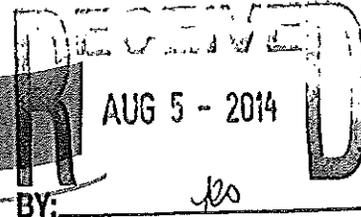
Respectfully,

Mike Hagman
Cell 231-838-2064

PROPOSAL



Northern Driveway Services

122 W Pine
Boyer City, MI 49742
(231) 675-9520



PROPOSAL SUBMITTED TO <u>Boyer City Airport</u>		PHONE	DATE <u>8-5-2014</u>
STREET <u>1040 E. Main St</u>		JOB NAME <u>Boyer Runway</u>	
CITY, STATE and ZIP CODE <u>Boyer City Mi 49742</u>		JOB LOCATION	
CONTACT	DATE OF PLANS		JOB PHONE

We hereby submit specifications and estimates for:

There are 23,864 Feet of Heavy Crack Repair To be Done with a MDOT - FAA Grade Hot Rubber Filler and 2721 feet of Crack Filling with Hot Asphalt then Hot Rubber Cap.

JOB SITE	
<u>3000 LB Hot Rubber</u>	<u>Crack Repair Rubber 11,932.00</u>
	<u>Hot Asphalt Mix Repair 2721.00</u>
	<u>= 14653.00</u>

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

fourteen Thousand six Hundred fifty Three dollars (\$ 14653.00).

Payments to be made as follows:

50% Down Payment on Start up. Balance on Job Completed

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Authorized Signature

Mark W. Peters

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

Signature _____

Date of Acceptance: _____

Signature _____

PROPOSAL



Northern Driveway Services

122 W Pine
Boyne City, MI 49712
(231) 675-9520

PROPOSAL SUBMITTED TO <i>Boyne City Airport</i>		PHONE	DATE <i>8-5-2014</i>
STREET <i>1040 E. MAIN ST</i>		JOB NAME <i>Boyne Taxiway</i>	
CITY, STATE and ZIP CODE <i>Boyne City MI</i>		JOB LOCATION	
CONTACT <i>Doc</i>	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for: *5479*
You Have ~~2740~~ Feet of Heavy Crack repair To be done with a MDOT- FAA Grade Hot Rubber Filler.

JOB SITE

5479 x .50 = 2740.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Two Thousand Seven Hundred forty — dollars (\$ *2740.00*).
 Payments to be made as follows:
50% Down Payment on Start up. Balance on Job completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance.

Authorized Signature *Mark W. Peters Jr.*

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

Signature _____

Date of Acceptance: _____

Signature _____

September 2014

September 2014							October 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
7	1	2	3	4	5	6	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
September 1	2	3	4	5	6
Labor Day (United States)		8:00am Farmers Market	8:30am Main Street Board mtg. 6:00pm Parks & Rec		8:00am Farmers Market
					7
8	9	10	11	12	13
	7:00pm City Commission	8:00am Farmers Market			8:00am Farmers Market
					14
15	16	17	18	19	20
5:00pm Planning Commission 7:00pm Historical Commission		8:00am Farmers Market			8:00am Farmers Market
					21
22	23	24	25	26	27
	12:00pm City Commission	8:00am Farmers Market	5:30pm Airport Advisory Board		8:00am Farmers Market
					28
29	30				

October 2014

October 2014							November 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		October 1 8:00am Farmers Market	2 8:30am Main Street Board mtg. 6:00pm Parks & Rec	3	4 8:00am Farmers Market
					5
6	7 5:00pm ZBA	8 8:00am Farmers Market	9	10	11 8:00am Farmers Market
					12
13	14 7:00pm City Commission	15 Marina Closes 8:00am Farmers Market	16	17	18 8:00am Farmers Market
					19
20 5:00pm Planning Commission	21	22 8:00am Farmers Market	23 5:30pm Airport Advisory Board	24	25 8:00am Farmers Market
					26
27	28 12:00pm City Commission	29 8:00am Farmers Market	30	31 5:00pm Spook House 5:00pm Trick or Treat	