



**CITY COUNCIL  
MEETING AGENDA  
June 16, 2022**

**Mark Ammel, Mayor  
Karen Moore, Mayor Pro Tem  
Ronald J. Beauchamp, Council Member  
Tyler DuBord, Council Member  
Todd Flath, Council Member**

**Patrick S. Jordan, City Manager  
Phil DeMay, City Clerk  
Lisa Vogler, City Attorney**

City Council Chambers located at: City Hall – 410 Ludington Street – Room C101 – Escanaba, MI 49829

The Council has adopted a policy to use a Consent Agenda, when appropriate. All items with an asterisk (\*) are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered in its normal sequence on the Agenda.

Regular Meeting

**Thursday, June 16, 2022, at 7:00 p.m.**

CALL TO ORDER

ROLL CALL

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL/CORRECTION(S) TO MINUTES – Regular Meeting – June 2, 2022  
Special Meeting – June 6, 2022

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION(S)

BRIEF PUBLIC COMMENT(S)

PUBLIC HEARINGS

**1. Public Hearing – DWRP Project Plan – Water Department.**

**Explanation:** A public hearing is required for the City to be able to qualify for the State Revolving Loan Money to be allocated to our planned upgrades at the Water Plant.

**2. Public Hearing - Ordinance No. 1267 - Appropriations Ordinance Amendment.**

**Explanation:** A public hearing will be conducted on an amendment to the current Appropriations Ordinance for the fiscal year ending June 30, 2022. An amendment is needed to balance out over and under expenditures within various departmental budgets for the 2021-22 fiscal year. This action is mandated by State law and adjusts budget accounts to help ensure that no individual line items are overrun.

**3. Public Hearing – Notice of Improvements (Special Assessment Project) – 12’ Asphalt Paved Alley Located Between North 18th Street and North 19th Street and Between 6th Avenue North and 5th Avenue North – Public Works.**

**Explanation:** The City of Escanaba received a petition from property owners requesting the City to construct a 12’ asphalt paved alley located between North 18th Street and North 19th Street and between 6th Avenue North and 5th Avenue North. On May 19, 2022, the City of Escanaba held a Public Hearing on the proposed improvement. The City of Escanaba is now holding a Public Hearing on the proposed special assessed improvement project so that any comments or objections to the proposed alley assessments can be heard. Administration recommends approval of the special assessments.

**4. Public Hearing – Notice of Improvements (Special Assessment Project) – 14’ Asphalt Paved Alley Located Between Lake Shore Drive and Grand Avenue and between 17th Avenue South and 18th Avenue South – Public Works.**

**Explanation:** The City of Escanaba received a petition from property owners requesting the City to construct a 14’ asphalt paved alley located between Lake Shore Drive and Grand Avenue and between 17th Avenue South and 18th Avenue South. On May 19, 2022, the City of Escanaba held a Public Hearing on the proposed improvement. The City of Escanaba is now holding a Public Hearing on the proposed special assessed improvement project so that any comments or objections to the proposed alley assessments can be heard. Administration recommends approval of the special assessments.

UNFINISHED BUSINESS

**1. Discussion – Commercial Marijuana in the City of Escanaba – Administration.**

**Explanation:** City Council and staff will continue discussion on Retail Marijuana presence in the City of Escanaba.

**2. Discussion – Progress Regarding Sale and Development of Jail and Chamber Sites – Administration.**

**Explanation:** Administration will update City Council on the progress regarding the sale and development of the Jail and Chamber properties.

**3. Discussion – Annual Review of City Manager Patrick Jordan and Evaluation.**

**Explanation:** City Council will discuss the next step in the evaluation process.

NEW BUSINESS

**1. Approval – Resolution 22-05, SRF Project Plan Resolution – Water Department.**

**Explanation:** Following the public hearing the City must pass a resolution adopting a SRF Project Plan. Administration is seeking Council approval to adopt Resolution 22-05 – A Resolution Adopting a Final Project Plan Amendment for Water System Improvements and Designating an Authorized Project Representative.

**2. Approval - Annual Service Agreement - William Bonifas Fine Arts Center.**

**Explanation:** The William Bonifas Fine Arts Center is seeking Council approval of their 2022-23 Service Agreement in the amount of \$5,000. Under the terms of the agreement, the Center will provide (6 to 8) exhibitions in the Alice Powers Gallery, a minimum (4) on-stage (or radio) plays, a minimum of (35) classes in the creative and visual arts, and workshops, which will be available to the citizens of Escanaba. Administration is recommending approval of the Service Agreement. This is a budgeted item.

**3. Approval – Resolution 22-04, Resolution of Support - Bonifas Arts Center - 2023 Music Mondays Summer Concerts - Administration.**

**Explanation:** The Bonifas Art Center is seeking Council approval of a resolution supporting their grant application to the Michigan Council for Arts and Cultural Affairs seeking funds for the "Music Mondays" Summer Concert Series. If approved, the City of Escanaba will serve as the Administrator for the funds. Administration is recommending approval.

**4. Approval – Insurance Renewal - Controller.**

**Explanation:** Administration is requesting City Council approval of the 2022/23 property and liability insurance through MMRMA.

**5. Approval – Delta County Historical Society Agreement – City Manager.**

**Explanation:** Administration is requesting City Council approval of the 2022/23 service agreement with the Delta County Historical Society. This item is included in the 2022/23 Budget.

**6. Approval – Enhance Escanaba Agreement – City Manager.**

**Explanation:** Administration is requesting City Council approval of the 2022/23 service agreement with the Enhance Escanaba. This item is included in the 2022/23 Budget.

**7. Approval – Curbing Bid – Engineering/Public Works.**

**Explanation:** Administration is seeking City Council approval of the 2022 Curbing Bid from Bacco Construction Company, Inc. of Iron Mountain, MI, for the unit price of \$18.10 per foot. The total estimate for curb is \$63,893.00.

**8. Approval – General Service Agreement with C2AE for Engineering Services – Engineering/Public Works.**

**Explanation:** Administration is seeking City Council approval to contract with C2AE of Escanaba to provide engineering services on an as needed basis. Engineering services will be billed at an hourly rate as stated in the contract.

**9. Approval – ADA Ramp Construction – Engineering/Public Works.**

**Explanation:** Administration is requesting City Council approval of the unit prices as quoted by Bacco Construction to complete the ADA sidewalk ramps on South 15<sup>th</sup> Street as part of their curbing contract. Bacco Construction quoted a total of \$44,648.78 to complete sidewalk ramps on South 15<sup>th</sup> Street between 1<sup>st</sup> Avenue South and 5<sup>th</sup> Avenue South.

**10. Approval – Resolution 22-06 – Designated Street Administrator – Engineering/Public Works.**

**Explanation:** Administration is seeking City Council approval of a Resolution for Designation of Street Administrator of Wendy Taavola, Interim City Engineer, as required by the Michigan Department of Transportation Public Act 51.

**11. Update – Street Paving – Engineering/Public Works.**

**Explanation:** The Engineering Department will update City Council on this year’s street paving schedule and prioritizing projects using the PASER rating system.

**12. Discussion – Update on Status of Ongoing Investigation – Public Safety.**

**Explanation:** Public Safety Detective will give an update on investigation ongoing since early 2020.

APPOINTMENTS  
BOARD, COMMISSION, AND COMMITTEE REPORTS  
GENERAL PUBLIC COMMENT  
ANNOUNCEMENTS  
ADJOURNMENT

**Respectfully Submitted**



**Patrick S. Jordan  
City Manager**

**OFFICIAL PROCEEDINGS  
CITY COUNCIL  
CITY OF ESCANABA, MICHIGAN  
Regular Council Meeting  
Thursday, June 2, 2022**

The meeting was called to order by the Honorable Mayor Pro Tem Moore at 7:02 p.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Council Members, Ronald J. Beauchamp, Tyler DuBord, Todd Flath, and Karen Moore

Absent: Mayor Mark Ammel

Also Present: City Manager Patrick S. Jordan, City Clerk Phil DeMay, City Attorney Vogler, Department Heads, media, and members of the public.

City Clerk DeMay led Council in the Pledge of Allegiance.

Beauchamp moved, DuBord seconded, **CARRIED UNANIMOUSLY**, to excuse Mayor Ammel's absence.

Flath moved, DuBord seconded, **CARRIED UNANIMOUSLY**, to approve Regular Meeting minutes from May 19, 2022, and Special Meeting minutes from May 26, 2022, as submitted.

**ADJUSTMENTS TO THE AGENDA**

Mayor Pro Tem Moore moved New Business Item 8 closed session to the end of the meeting before Adjournment.

Beauchamp moved, DuBord seconded, **CARRIED UNANIMOUSLY**, to approve the City Council Agenda as amended.

**CONFLICT OF INTEREST DECLARATION** – None

**BRIEF PUBLIC COMMENT** – None

**PUBLIC HEARINGS** – None

**UNFINISHED BUSINESS**

**UB-1 Public Hearing – Condemnation of structure located at 1607 North 20th Street – Code Compliance Department – Public Safety.**

Administration requested condemnation of the structure located at 1607 North 20th Street, which had been partially burned due to a lightning strike and appears to be abandoned.



This being a public hearing, Mayor Pro Tem Moore asked for public comment.

Hearing no public comment, Mayor Pro Tem Moore then closed the public hearing.

**UB-1** DuBord moved, Flath seconded, to approve the condemnation of the structure located at 1607 North 20th Street.

Upon a call of the roll, the vote was as follows:

Ayes: DuBord, Flath, Moore, Beauchamp

Nays: None

Absent: Mayor Ammel

**MOTION CARRIED.**

## **NEW BUSINESS**

### **NB-1(a) Virtual Presentation – Laura Genovich with Foster Swift on Recreational Marijuana – Administration.**

Laura Genovich with Foster Swift presented and participated in a discussion with Council/Administration on next steps in preparing for Recreational Marijuana in the City of Escanaba.

*Council member Flath exited the meeting at 7:17 p.m.*

*Council member Flath re-entered the meeting at 7:20 p.m.*

### **NB-1(b) Approval – Engagement Letter with Laura Genovich with Foster Swift – Administration.**

Administration recommended City Council approval of a Letter of Engagement with Laura Genovich with Foster Swift for services facilitating introduction of Recreational Marijuana businesses as allowed under MRTMA, Michigan Recreation and Taxation of Marihuana Act.

**NB-1(b)** Flath moved, DuBord seconded, to approve of a Letter of Engagement with Laura Genovich with Foster Swift for services facilitating introduction of Recreational Marijuana businesses as allowed under MRTMA, Michigan Recreation and Taxation of Marihuana Act.

Upon a call of the roll, the vote was as follows:

Ayes: Flath, DuBord, Moore, Beauchamp

Nays: None

Absent: Mayor Ammel

**MOTION CARRIED.**

**NB-2 Approval – Lease with the Delta County Central Dispatch Authority – Controller.**

Administration requested City Council approval of a lease with the Delta County Central Dispatch Authority. This lease is for the space occupied by the dispatch center at Escanaba Public Safety.

**NB-2** DuBord moved, Beauchamp seconded, to approve of a lease with the Delta County Central Dispatch Authority for the space occupied by the dispatch center at Escanaba Public Safety.

Upon a call of the roll, the vote was as follows:

Ayes: DuBord, Beauchamp, Flath, Moore  
Nays: None  
Absent: Mayor Ammel

**MOTION CARRIED.**

**NB-3 Approval – Traffic Control Order (TCO) No. 1010 – Public Safety.**

Administration sought City Council approval of TCO No. 1010. Traffic Control Orders expire 90 days from the filing date unless approved by Council. The Traffic Control Order calls for the following:

No. 1010 – The 100 block of North 16th Street be changed to a one-way street to alleviate traffic congestion at the Upper Elementary School.

**NB-3** DuBord moved, Flath seconded, to approve of TCO No. 1010 – The 100 block of North 16th Street be changed to a one-way street to alleviate traffic congestion at the Upper Elementary School.

Upon a call of the roll, the vote was as follows:

Ayes: DuBord, Flath, Moore, Beauchamp  
Nays: None  
Absent: Mayor Ammel

**MOTION CARRIED.**

**NB-4 Approval – Traffic Control Order (TCO) No. 1011 – Public Safety.**

Administration sought City Council approval of TCO No. 1011. Traffic Control Orders expire 90 days from the filing date unless approved by Council. The Traffic Control Order calls for the following:

No. 1011 – Install two handicap parking stalls on the west side of South 5th Street in the last two parking spots closest to Ludington Street.

**NB-4** DuBord moved, Flath seconded, to approve of TCO No. 1011 – Install two handicap parking stalls on the west side of South 5th Street in the last two parking spots closest to Ludington Street.

Upon a call of the roll, the vote was as follows:

Ayes: DuBord, Flath, Moore, Beauchamp  
Nays: None  
Absent: Mayor Ammel

**MOTION CARRIED.**

**NB-5 Approval – Set a Public Hearing Date for Condemnation – Public Safety.**

Administration sought City Council approval to set a Public Hearing date for July 7, 2022, to review the information for the possible condemnation, demolition and removal of the structure located at 1002 Stephenson Avenue which has been posted as unsafe to occupy due to its current condition by this office and for the remaining foundation and concrete slab located at 630 1st Avenue South.

**NB-5 (a)** DuBord moved, Flath seconded, **CARRIED UNANIMOUSLY**, to set a Public Hearing date for July 7, 2022, to review the information for the possible condemnation, demolition and removal of the structure located at 1002 Stephenson Avenue.

**NB-5 (b)** Beauchamp moved, Flath seconded, **CARRIED UNANIMOUSLY**, to set a Public Hearing date for July 7, 2022, to review the information for the possible condemnation, demolition and removal of concrete slab located at 630 1st Avenue South.

**NB-6 Approval – Professional Services – Cross Connection Inspections @ Commercial Accounts – Water.**

Administration sought City Council approval to retain and renew the services of HydroCorp, of Troy, MI to perform work as outlined in the attached proposal in a sum not to exceed \$52,128.00 during the 22-23 fiscal year.

**NB-6** DuBord moved, Flath seconded, to approve to retain and renew the services of HydroCorp, of Troy, MI to perform work as outlined in the attached proposal in a sum not to exceed \$52,128.00 during the 22-23 fiscal year.

Upon a call of the roll, the vote was as follows:

Ayes: DuBord, Flath, Moore, Beauchamp  
Nays: None  
Absent: Mayor Ammel

**MOTION CARRIED.**

**NB-7 Approval – CUPPAD – Davis Bacon Act Wage Review for LSLR Project – Water.**

Administration sought City Council approval to hire and retain the services of CUPPAD of Escanaba, MI to complete the work required as specified, at a cost not to exceed \$7,215.00.

**NB-7** Flath moved, DuBord seconded, to approve to hire and retain the services of CUPPAD of Escanaba, MI to complete the work required as specified, at a cost not to exceed \$7,215.00.

Upon a call of the roll, the vote was as follows:

Ayes: Flath, DuBord, Moore, Beauchamp

Nays: None

Absent: Mayor Ammel

**MOTION CARRIED.**

**APPOINTMENT(S) TO CITY BOARDS, COMMISSIONS, AND COMMITTEES**

*Manager Jordan, with Council Consensus made the following appointments:*

Rhonda Waters appointed to the Recreation Advisory Board, expiring June 1, 2025;

Robert Manninen appointed to the Traffic Safety Advisory Committee, expiring June 1, 2024.

*Council made the following appointments:*

Roy Webber appointed to the Planning Commission, expiring June 1, 2025.

Christopher Renner appointed to the Zoning Board of Appeals, expiring June 1, 2025.

**BOARD, COMMISSION, AND COMMITTEE REPORTS**

Council Members reviewed City Board and Commission meetings each attended since the last City Council Meeting.

### **GENERAL PUBLIC COMMENT**

- Kelli Van Ginhoven – discussed her experience with Escanaba and intention to run for a County Board seat.

### **ANNOUNCEMENTS**

- Fun Run June 3, 2022, Downtown Escanaba.
- June 15<sup>th</sup> at 9:00 a.m. at the Marketplace will be a celebration of the Enhance Escanaba project.

The time being 8:26 p.m. DuBord moved, Flath seconded, **CARRIED UNANIMOUSLY**, the Council recessed.

The time being 8:33 p.m. came back in session.

### **NB-8 Closed Session – Foreclosure by Sale Property – HR Director/Treasurer**

Administration requested City Council go into a closed session, at the recommendation of the City Attorney, to update the City Council on the foreclosure sale on a property, which owes money to the City.

Beauchamp moved, Flath seconded, to go into Closed Session.

Upon a call of the roll, the vote was as follows:

Ayes: Beauchamp, Flath, DuBord, Moore  
Nays: None  
Absent: Mayor Ammel

#### **MOTION CARRIED.**

The time was 8:34 p.m.

Flath moved, Beauchamp seconded, to come back into Open Session.

Upon a call of the roll, the vote was as follows:

Ayes: Flath, Beauchamp, DuBord, Moore  
Nays: None  
Absent: Mayor Ammel

#### **MOTION CARRIED.**

The time was 8:54 p.m.

No Council actions were taken during closed session.

Hearing no further public comment Beauchamp moved, Flath seconded, the Council adjourned at 8:54 p.m.

Respectfully submitted

Phil DeMay  
City Clerk

Approved: \_\_\_\_\_  
Karen Moore, Mayor Pro Tem

**OFFICIAL PROCEEDINGS  
CITY COUNCIL  
CITY OF ESCANABA, MICHIGAN  
Special Council Meeting  
Monday, June 6, 2022**

Pursuant to a meeting notice posted on May 27, 2022, the meeting was called to order by the Honorable Mayor Mark Ammel at 9:00 a.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Mark Ammel, Council Members, Ronald J. Beauchamp, Tyler DuBord, Todd Flath, and Karen Moore

Absent: None

Also Present: City Manager Patrick S. Jordan, City Clerk Phil DeMay, and Department Heads.

**ADJUSTMENTS TO THE AGENDA**

Flath moved, Beauchamp seconded, **CARRIED UNANIMOUSLY**, to approve the City Council Agenda as submitted.

**CONFLICT OF INTEREST DECLARATION** – None

**BRIEF PUBLIC COMMENT** – None

**PUBLIC HEARINGS**

Escanaba City Charter requires the Council to pass electric, wastewater, water and solid waste utility rate ordinances on the first Monday of June, for the upcoming fiscal year 2022-23.

**PH-1a Second reading, public hearing and adoption of Ordinance No. 1263, the Electric Rate Ordinance. A 1.75 percent rate increase is being recommended.**

Annually, the City Council set electric utility rates for the next fiscal year. Administration recommended approval of the electric rates as provided. Council was asked to consider this the second reading, public hearing, and adoption of Ordinance No. 1263.

Inasmuch as this was a public hearing, Mayor Ammel asked for comments from the Council and audience relative to the setting of the Electric Rate Ordinance No. 1263.

Hearing no public comment, Mayor Ammel then closed the public hearing.

**PH-1a** “By Council Member Beauchamp, seconded by Council Member Moore;

**Resolved**, That Ordinance No. 1263, the Electric Rate Ordinance, given its second

reading and public hearing at this meeting, be and it is hereby adopted, and that it be published in accordance with the requirements of State law and the City Charter.”

Upon a call of the roll, the vote was as follows:

Ayes: Beauchamp, Moore, Flath, Mayor Ammel

Nays: None

Absent: DuBord

**RESOLUTION DECLARED ADOPTED.”**

Herewith Ordinance No. 1263, adopted by title:

**“AN ORDINANCE FIXING THE RATES TO BE CHARGED BY THE CITY OF ESCANABA FOR ELECTRIC ENERGY DEMAND AND AVAILABILITY OF SERVICE, TO BE IN FULL FORCE AND EFFECT ON THE BILLINGS PROCESSED AFTER JUNE 30, 2022, AND ALL BILLINGS THEREAFTER UNTIL FURTHER AMENDED BY THE COUNCIL.”**

Full text in Ordinance Record “M.”

**PH-1b Second reading, public hearing and adoption of Ordinance No. 1264, the Wastewater Rate Ordinance. A 25 percent rate increase is being recommended.**

Annually, the City Council set wastewater utility rates for the next fiscal year. Council was asked to consider this the second reading, public hearing, and adoption of Ordinance No. 1264.

Inasmuch as this was a public hearing, Mayor Ammel asked for comments from the Council and audience relative to the setting of the Wastewater Rate Ordinance No. 1264.

Hearing no public comment, Mayor Ammel then closed the public hearing.

**PH-1b** “By Council Member Flath, seconded by Council Member Moore;

**Resolved**, That Ordinance No. 1264, the Wastewater Rate Ordinance, given its second reading and public hearing at this meeting, be and it is hereby adopted, and that it be published in accordance with the requirements of State law and the City Charter.”

Upon a call of the roll, the vote was as follows:

Ayes: Flath, Moore, Mayor Ammel

Nays: Beauchamp

Absent: DuBord



**RESOLUTION DECLARED ADOPTED.”**

Herewith Ordinance No. 1264, adopted by title:

**“AN ORDINANCE FIXING THE CHARGES TO BE ASSESSED BY THE CITY OF ESCANABA FOR WASTEWATER COLLECTION AND TREATMENT AND THE AVAILABILITY OF SERVICE TO BE IN FULL FORCE AND EFFECT ON THE BILLINGS PROCESSED AFTER JUNE 30, 2022, AND ALL BILLINGS THEREAFTER UNTIL FURTHER AMENDED BY THE CITY COUNCIL.”**

Full text in Ordinance Record “M.”

**PH-1c Second reading, public hearing and adoption of Ordinance No. 1265, the Water Rate Ordinance. No rate increases are recommended.**

Annually, the City Council set water utility rates for the next fiscal year. Council was asked to consider this the second reading, public hearing, and adoption of Ordinance No. 1265.

Inasmuch as this was a public hearing, Mayor Ammel asked for comments from the Council and audience relative to the setting of the Water Rate Ordinance No. 1265.

Hearing no public comment, Mayor Ammel then closed the public hearing.

**PH-1c** “By Council Member Flath, seconded by Council Member Beauchamp;

**Resolved**, That Ordinance No. 1265, the Water Rate Ordinance, given its second reading and public hearing at this meeting, be and it is hereby adopted, and that it be published in accordance with the requirements of State law and the City Charter.”

Upon a call of the roll, the vote was as follows:

Ayes: Flath, Beauchamp, Moore, Mayor Ammel

Nays: None

Absent: DuBord

**RESOLUTION DECLARED ADOPTED.”**

Herewith Ordinance No. 1265, adopted by title:

**“THE ORDINANCE FIXING THE RATES TO BE CHARGED BY THE CITY OF ESCANABA FOR WATER DISTRIBUTION, TREATMENT, AND AVAILABILITY TO BE IN FULL FORCE AND EFFECT ON THE BILLINGS PROCESSED AFTER JUNE 30, 2022, AND ALL BILLINGS THEREAFTER UNTIL FURTHER AMENDED BY THE COUNCIL.”**

Full text in Ordinance Record “M.”

**PH-1d Second reading, public hearing and adoption of Ordinance No. 1266, the Solid Waste, Recycling, Yard Waste and Litter Ordinance. No rate increases are recommended.**

Annually, the City Council set solid waste rates for the next fiscal year. Council was asked to consider this the second reading, public hearing, and adoption of Ordinance No. 1266.

Inasmuch as this was a public hearing, Mayor Ammel asked for comments from the Council and audience relative to the setting of the Solid Waste, Recycling, Yard Waste and Littering Ordinance No. 1266.

Hearing no public comment, Mayor Ammel then closed the public hearing.

**PH-1d** “By Council Member Flath, seconded by Council Member Moore;

**Resolved**, That Ordinance No. 1266, the Solid Waste, Recycling, Yard Waste and Littering Ordinance, given its second reading and public hearing at this meeting, be and it is hereby adopted, and that it be published in accordance with the requirements of State law and the City Charter.”

Upon a call of the roll, the vote was as follows:

Ayes: Flath, Moore, Beauchamp, Mayor Ammel

Nays: None

Absent: DuBord

**RESOLUTION DECLARED ADOPTED.”**

Herewith Ordinance No. 1266, adopted by title:

**“AN ORDINANCE TO AMEND CHAPTER 14, FIXING THE CHARGES TO BE ASSESSED BY THE CITY OF ESCANABA FOR SOLID WASTE, RECYCLING, YARD WASTE AND LITTERING, TO BE IN FULL FORCE AND EFFECT ON THE BILLINGS PROCESSED AFTER JUNE 30, 2022 AND ALL BILLINGS THEREAFTER UNTIL FURTHER AMENDED BY THE CITY COUNCIL OF THE CODE OF ORDINANCES OF THE CITY OF ESCANABA.”**

Full text in Ordinance Record “M.”

**UNFINISHED BUSINESS** – None

**NEW BUSINESS**

**NB-1 Approval – Purchase of Annual RECs – Electric.**

Michigan's Renewable Portfolio Standard requires all electric utilities to generate 15%

of their retail electricity sales from renewable energy resources for the 2021 calendar year. We need to purchase 16,500 Renewable Energy Credits (RECs) to meet this requirement. Administration sought approval to purchase 16,500 RECs from the City of Norway for a total of \$41,250 (\$2.50/REC)

*At 9:06 a.m. Council member DuBord arrived at the meeting.*

**NB-1** Beauchamp moved, Moore seconded, to approve to purchase 16,500 RECs from the City of Norway for a total of \$41,250 (\$2.50/REC).

Upon a call of the roll, the vote was as follows:

Ayes: Beauchamp, Moore, DuBord, Flath, Mayor Ammel  
Nays: None

**MOTION CARRIED.**

**GENERAL PUBLIC COMMENT** – None

**ANNOUNCEMENTS** – None

Hearing no further public comment Flath moved, and the Council adjourned at 9:08 a.m.

Respectfully submitted

Phil DeMay  
City Clerk

Approved: \_\_\_\_\_  
Mark Ammel, Mayor

Agenda Item: PH-1  
06/16/2022

## City Council Agenda Item Request

Date: 6/16/22

Name: Jeff Lampi

Department: Water

Item: DWRF June 16th 2022 Project Plan Public Hearing

### Explanation for request:

A public hearing is required for the City to be able to qualify for the State Revolving Loan Money to be allocated to our planed upgrades at the Water Plant.

A complete copy of the project plan can be found on the City Web site following the tabs: Home --> Departments --> Projects, click on all DWSRF Project Plan Vol 1 & 2. Or use the following links:

[https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093\\_220156\\_dwsrf\\_pp\\_vol1\\_report.pdf](https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093_220156_dwsrf_pp_vol1_report.pdf)

[https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093\\_220516\\_dwsrf\\_pp\\_vol2\\_appendices.1.1.pdf](https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093_220516_dwsrf_pp_vol2_appendices.1.1.pdf)

[https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093\\_220516\\_dwsrf\\_pp\\_vol2\\_appendices.2.2.pdf](https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093_220516_dwsrf_pp_vol2_appendices.2.2.pdf)

[https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093\\_220516\\_dwsrf\\_pp\\_vol2\\_appendices3.3.pdf](https://www.escanaba.org/sites/default/files/fileattachments/water/page/8671/210093_220516_dwsrf_pp_vol2_appendices3.3.pdf)

I ask that each Council Member to review these documents to enable a better understanding of the project.

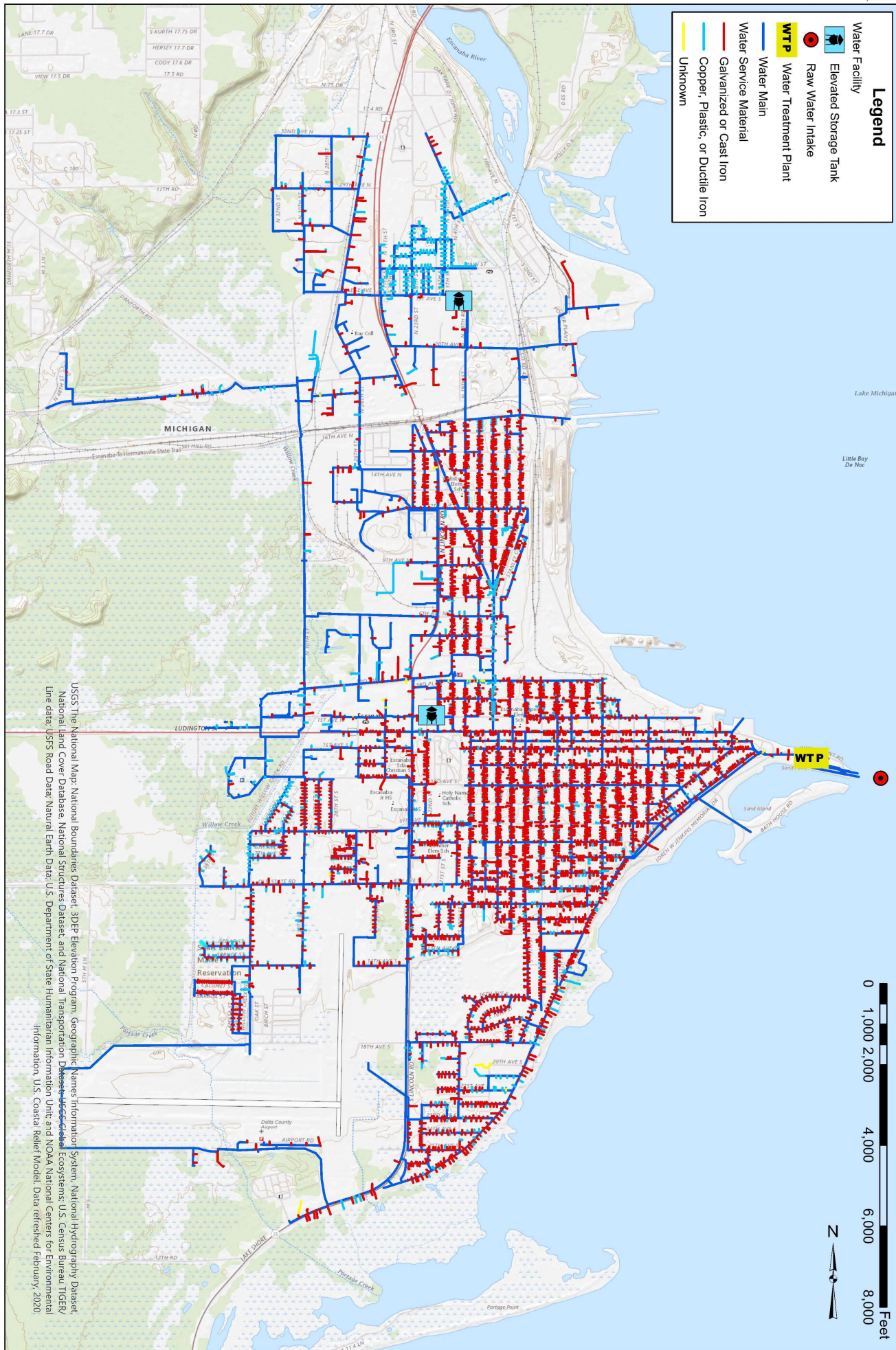
Please use the following format to conduct the public hearing:

- A. Open Public Hearing on SRF Project Plan(motion & roll call vote)
- B. Darren Pionk, P.E., C2AE presents project summary
- C. Open Hearing to comments
- D. Close Public Hearing and comment period (motion & roll call vote)



### Legend

- Water Facility
- Elevated Storage Tank
- Raw Water Intake
- WTP Water Treatment Plant
- Water Main
- Water Service Material
- Galvanized or Cast Iron
- Copper, Plastic, or Ductile Iron
- Unknown



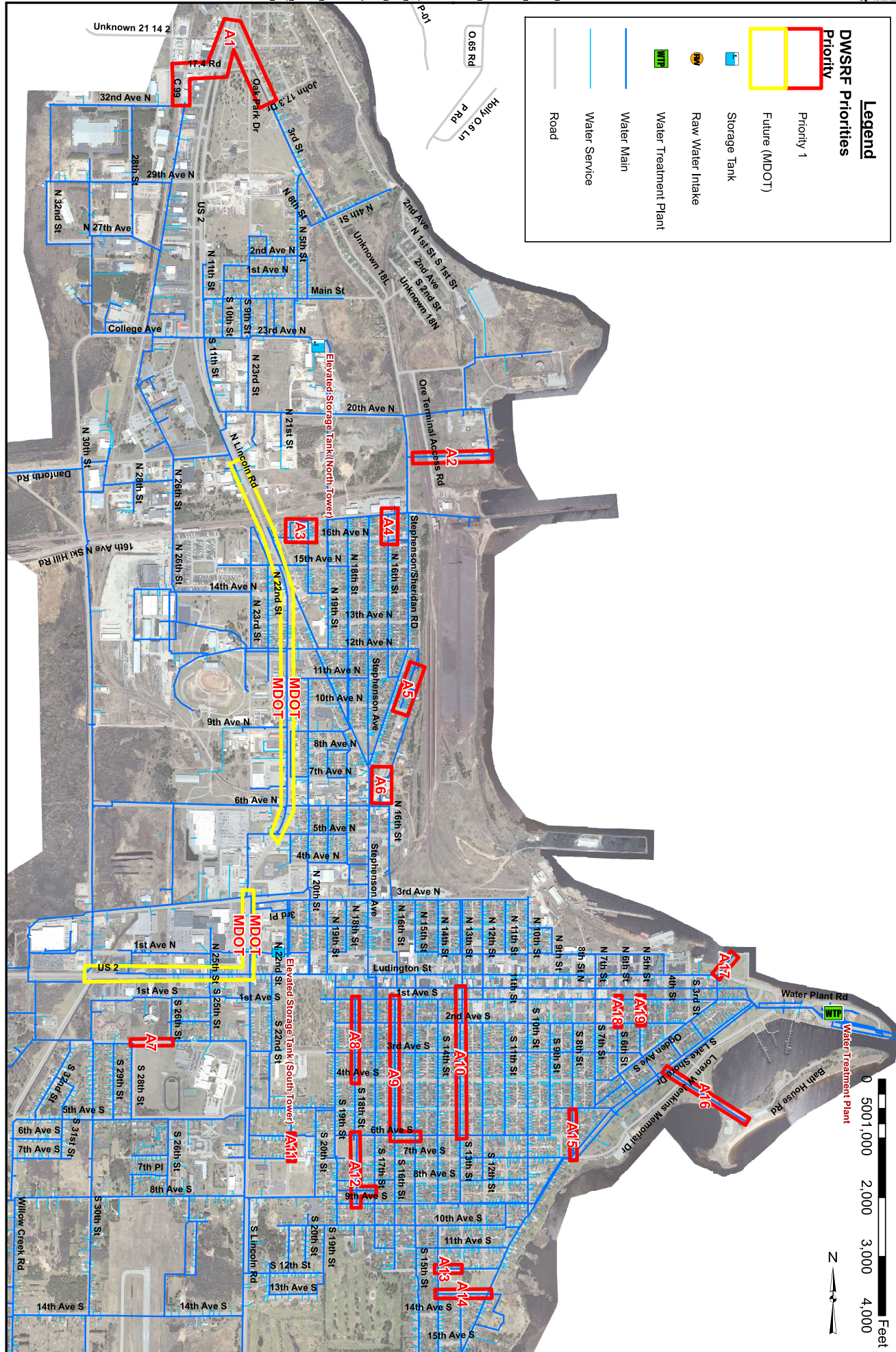
USGS The National Map: National Boundaries Dataset, 3DEP Elevation Program, Geographic Names Information System, National Hydrography Dataset, National Land Cover Database, National Structures Dataset, and National Transportation Dataset  
 Line data: USFS Road Data; Natural Earth Data; U.S. Department of State Humanitarian Information Unit; and NOAA National Centers for Environmental Information, U.S. Coastal Relief Model. Data refreshed February, 2020.

## WATER DISTRIBUTION SYSTEM WATER SERVICE MATERIAL

CITY OF ESCANABA  
PROJECT: 20-0023  
DELTA COUNTY, MICHIGAN







**FIGURE 9: PROPOSED PROJECT PRIORITIES WATER MAIN IMPROVEMENTS**



### Schedule for Design and Construction

The schedule for design and construction is follows third quarter funding and is presented in Table 6 below for Phase 1. Construction is expected to take three consecutive seasons for completion. The schedule for Phase 2 will correspond with the MDOT construction schedule of the US 2 corridor through the City.

**Table 6. Phase 1 – Project Schedule**

Item	Target
DWSRF Application Submittal	Summer 2022
DWSRF Acceptance	Summer 2022
Funding Commitment	Summer 2022
Start Design	Winter 2022
Land & Easements Acquisition	Not Applicable
Permits	Spring 2023
Advertise for Bids	Spring 2023
Funding Closing	Spring 2023
Contract Award	Spring 2023
Construction	Summer 2023
Substantial Completion	Fall 2025
Final Completion & Initiate Operation	Fall 2025

### Cost Estimate

A brief summary of planning, design, and construction costs is included below in Table 7 for Phase 1. Total capital cost for Phase 2 is estimated to be about \$30 million, estimated from the construction cost of \$23 million with 30 percent in engineering, legal, administration, planning, and contingencies.

**Table 7. Phase 1 – Project Cost Summary**

Item	Estimated Cost
<b>Construction</b>	<b>\$16,040,000</b>
<b>Administration, Legal, Bonding, Permits, &amp; Miscellaneous</b>	<b>\$169,000</b>
Planning	\$29,000
Design	\$476,000
Bidding	\$76,000
General Engineering During Construction	\$538,000
Post Construction Services	\$37,000
Resident Project Representative	\$1,032,000
Additional Services – Design Related	\$137,000
Additional Services – Construction Related	\$326,000
<b>Engineering Total</b>	<b>\$2,651,000</b>
<b>Contingencies</b>	<b>\$1,133,000</b>
<b>Total Project Cost</b>	<b>\$20,000,000</b>

**User Costs**

Table 8 demonstrates the impact on user rates that may be possible with a project of this size for Phase 1. This breakdown assumes a 40-year debt service on the bond at an interest rate of 1.875% (2022 interest rates). O&M is expected to decrease, but will be maintained at existing rate for conservative budgeting. Expected user rate impact is noted in Table 8 below:

**Table 8. Phase 1 – User Costs**

Description	Value
DWSRF Loan Amount	\$20 million
Anticipated Interest Rate	1.875%
Term	40 Years
Annual Debt Service	\$715,183
Monthly Debt Service	\$59,599
Estimated System REUs	4,874
User Rate Impact / REUs / month	\$12.23

**Disadvantaged Community**

A “Disadvantaged Community Status Determination Worksheet” is included with the final project plan submittal (see Appendix B). According to guidelines, the City does qualify as a disadvantaged community considering their current and projected debt service, median household income, and user rates.



## SUMMARY

### Project Background

This study (Project Plan) was authorized by the City of Escanaba via execution of a letter proposal. The purpose of the Project Plan is to evaluate needs and recommend alternatives for improvements on the City water distribution system and service area.

The City of Escanaba is the responsible entity for the municipal water treatment plant (WTP) serving the City and a small portion of Wells Township. The entire service district lies within Delta County in Michigan's Upper Peninsula. The City's facilities include two elevated tanks, and concrete treated water storage at the WTP; these facilities and the distribution system is currently owned, operated, and maintained by the City. The distribution system includes over 450,000 ft of water main and includes hydrants, valves, and services. The City's water source is Lake Michigan's, Little Bay de Noc.

The primary goal of a WTP and distribution system is to protect the quality of the water supply and to protect public health. Ultimately, the driving force for this study and the potential construction of the recommended improvements is the protection and enhancement of the quality of the water supply to the service area.

### Summary of Project Need

Reliable operation of water distribution lines within the City of Escanaba's utility systems are imperative to protect the health and safety of the City's citizens and visitors. Traditional lead and copper components may expose users to unsafe levels of both metals. Deficient watermains can waste treated water and permit contamination of treated drinking water. Unplanned failures and downtime during repairs affects the ability of the distribution system to safely and adequately serve the system users.

The state of Michigan recently changed its lead and copper drinking water rules to require water service material identification and possible replacement. The City is lawfully required to replace all lead-impacted service lines. Therefore, the City must afford replacement costs for service lines on privately owned land to the meter within each house.

The City of Escanaba is requesting consideration by State of Michigan for a Drinking Water State Revolving Fund loan. This loan will make available funds for lead and galvanized service line replacements within the City's drinking water service areas. Coordinating water main and water service replacements will reduce service interruptions and expenses to the City.

A loan will make funds available for immediate use and allow incremental readiness and commodity rate increases to repay expense.

### **Analysis of Alternatives**

The principal alternatives are being considered as noted below:

#### Alternative 1: No Action

This alternative would also involve addressing aging pipeline issues on an emergency basis as deficiencies surface rather than implementing proactive preventive and strategic improvements. Pipeline capacity and reliability would continue to deteriorate.

#### Alternative 2: Replacement of Water Main and Lead Impacted Water Services

Replacement and upgrading where required of water lines prioritized as to condition via City records and personnel knowledge.

### **Selected Alternative**

Replacement of water main is considered the preferred alternative.

### **Environmental Evaluation**

The anticipated environmental impacts resulting from implementation of the selected alternative are relatively minor. There is no increase in the extent of the water system, and no major changes in terms of residuals or other material effects. Full detail may be found under the section labeled "Environmental Evaluation".

### **Mitigation Measures**

Where adverse impacts due to installation of the recommended improvements cannot be avoided, mitigation measures will be implemented. Costs for mitigation measures were considered and included where applicable in project opinions of probable cost and included in construction contract documents. A full discussion of mitigation measures can be found in detail in section "Mitigation Measures".

### **Public Participation**

A public hearing for this DWSRF Project Plan took place on **June 16, 2022**. Copies of public hearing advertising and minutes are included in Appendix E of the adopted final version of this Project Plan.

DRAFT

Agenda Item: PH-2  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 06/06/2022

Name: Melissa Becotte

Department: Controller

Item: Approval - Ordinance No. 1267 - Appropriations Ordinance Amendment

Meeting date requested: 06/16/2022

Explanation for request:

A public hearing will be conducted on an amendment to the current Appropriations Ordinance for the fiscal year ending June 30, 2022. An amendment is needed to balance out over and under expenditures within various departmental budgets for the 2021-22 fiscal year. This action is mandated by State law and adjusts budget accounts to help ensure that no individual line items are overrun.

MEMORANDUM

June 3, 2022

TO: Patrick Jordan, Phil Demay

FROM: Melissa Becotte *MB*

SUBJECT: 2021/22 Budget Amendment

Each year, the City amends the Appropriations Ordinance. The amendment is prepared primarily to comply with State law. This represents the first, and final, amendment for fiscal year 2021/22.

In most cases, the proposed amendments are based either on expenditures to date or items specifically approved for the remainder of the fiscal year. These amendments are not designed to create additional expenditure opportunities. In some cases, the over expenditures will not occur - we request an amendment because our projections are close and it is prudent to amend the ordinance in order to avoid any over expenditure issues. Our amendment process concerns itself primarily with over expenditures. While it is understood that many activities will come in under budget, no attempt is made to amend or decrease those appropriations. In other words, the amendment process does not attempt to provide estimates of year-end results.

Attached please find an amendment worksheet, showing the Original Appropriations Ordinance, proposed additions and deletions and the Final Appropriations Ordinance, subject to the Council's approval. In the General Fund, the proposed changes are highlighted with a number in parenthesis; these numbers correspond to the explanations below.

Please contact me with any questions or concerns. I will be at the Council meeting to answer any questions.

### **GENERAL FUND**

The 2021/22 General Fund budget was originally adopted with a use of \$550,641 in fund balance. This amendment will increase the use of fund balance by \$224,173 to a new total of \$774,814. As mentioned above, this will not be the year-end result since we do not amend down activities that will come in under budget. I estimate the final usage of fund balance to be around \$450,000, with \$250,000 of that being directly related to the settlement and subsequent refund of property tax payments to Menards.

I am amending the expenditures by \$273,525 for the reasons detailed below.

It is recommended that the following changes be made in the General Fund appropriations:

- (1) Increase the City Manager appropriation by \$3,000. The additional funds are requested to cover a reduction in the Overhead to Utilities amount that entered incorrectly during the budget process.
- (2) Increase the City Controller appropriation by \$2,000. The additional funds are requested to cover the purchase of a new computer and monitor which replaced equipment that had failed.

- (3) Add Bad Debt appropriation in the amount of \$13,000. The funds are requested to cover A/R write offs.
- (4) Increase the Assessor appropriation by \$30,000. The additional funds are requested to cover legal fees.
- (5) Increase the Attorney appropriation by \$15,000. The additional funds are requested to cover the hiring of specialized legal counsel for labor issues and ordinance work.
- (6) Increase the Human Resources appropriation by \$3,500. The additional funds are requested to cover wages and overhead for the Administrative Assistant working more hours in this department than originally budgeted.
- (7) Increase the City Treasurer appropriation by \$5,000. The additional funds are requested to cover the payout of a retiring employee.
- (8) Increase the Community Promotions appropriation by \$15,000. The additional funds are requested to cover the cost of City employees assisting with the hydrangea tree project. These costs are the match for the grant awarded to Enhance Escanaba.
- (9) Increase the Celebration Flags appropriation by \$2,500. The additional funds are requested to cover wages for installing the flags and the purchase of new flags.
- (10) Increase the Community Preservation appropriation by \$30,000. The additional funds are requested to cover the costs wages, overhead, insurance and equipment rental. A part-time position was budgeted but changed to full-time resulting in added costs.
- (11) Increase the Crossing Guard appropriation by \$2,000 for overtime costs to have full-time City staff fill in for guard duty.
- (12) Increase the Sanitary Landfill appropriation by \$30,000. The additional funds are requested to cover tipping fees that increased after budget adoption.
- (13) Increase the Solid Waste Collection appropriation by \$5,000. The additional funds are requested to cover the cost of health insurance for a new employee at a different coverage tier than budgeted.
- (14) Increase the Community Services appropriation by \$5,000. The additional funds are requested to cover the contribution of funds to Enhance Escanaba.
- (15) Increase the Recreation appropriation by \$106,000. The additional funds are requested to cover the cost of replacing the tennis courts at Ludington Park. This cost is covered by a transfer from the Land Development Fund and donations.
- (16) Increase the Tourism Promotion appropriation by \$5,500. The additional funds are requested to cover expenditures for Rock the Dock and Golf Ball Drop events. Expenditures are covered by donations.

- (17) Increase the Insurance/Bonds appropriation by \$1,025. The additional funds are requested to cover the General Fund charge for Property and Liability Insurance.

Due to these appropriations changes, the Overhead to Utilities is being increased \$24,352.

### **LOCAL STREET FUND**

We are amending the Local Street Fund expenditures by \$40,000 for costs to repair sink holes and costs for snow removal.

### **GRANTS FUND**

The original Appropriations Ordinance did not contain any projects in this fund. The projects result in the following recommended amendments:

Facade Grant – The City withdrew from this program due to issues with the contractor and business owners. As a result, the City had to refund to the State the grant reimbursement that had been received as well as refund the property owners the remaining portion of their deposits for the program. The requested amendments are to recognize these refunds totaling \$121,654.

Non-motorized Pathway Grant – Funded through several agencies, this project built a non-motorized path to connect north and south Escanaba. This project required a \$50,000 match which was budgeted to be paid from the Gas Retirement fund. We are amending for \$11,655 in revenue from the Gas Retirement fund which will max out the transfer from that fund. We are also amending expenditures for completion of this project in the amount of \$1,000,000.

City Band Uniform Grant – This Community Foundation grant provided for new shirts for member of the City Band. The recommended amendments are for \$1,508 in both grant revenue and expenditures.

### **LIBRARY FUND**

We are amending the Library Fund revenues in the amount of \$108,500 to account for grant revenue and a contribution from the County. We are also amending expenditures \$71,000 to cover overhead costs, book purchases and the deposit for the mobile outreach vehicle.

### **GAS RETIREMENT FUND**

We are amending the Gas Retirement Fund in the amount of \$11,655 to cover the remaining City portion of the non-motorized pathway project.

### **SANITARY LANDFILL FUND**

We are amending the Sanitary Landfill fund revenues in the amount of \$64,500 to account for the increased fees charge to garbage pickup. We are also amending the expenditures by \$25,000 to cover the increase in tipping fees at the landfill.

### **LAND DEVELOPMENT FUND**

We are amending the Land Development Fund revenues in the amount of \$156,060 to account for land sales. We are also requesting an additional \$108,935 in expenditures to cover a property purchase and a transfer to the General Fund for the Ludington Park Tennis/Pickleball Court project.

### **PARKING MAINTENANCE FUND**

We are amending the Parking Maintenance Fund revenues and expenditures by \$38,000 for plowing and snow removal from the City and DDA parking lots.

### **EDA REVOLVING LOAN FUND**

Administration is requesting an amendment to reduce revenues by \$2,500 for poor interest earnings and to increase expenditures by \$2,445 to cover collection activities on an outstanding loan.

### **BROWNFIELD REDEVELOPMENT FUND**

Administration is requesting an amendment of \$5,800 for both revenues and expenditures to cover the addition of a brownfield property that had previously been in OPRA.

### **SUMMARY**

As indicated previously, the purpose of the amendment process is to help to eliminate any potential over expenditures.

Overall, we anticipate results in most of the funds to equal or exceed the projections that were provided in the 2022/23 budget document.

Please contact me with any questions on this information.



## ORDINANCE NO. 1267

### "AN ORDINANCE TO AMEND ORDINANCE NO. 1244, ENTITLED AN ORDINANCE TO MAKE APPROPRIATIONS AND CORRESPONDING REVENUES FOR THE YEAR ENDED JUNE 30, 2022."

THE CITY OF ESCANABA ORDAINS:

The total number of mills of ad valorem property taxes to be levied for fiscal year 2021/2022 is 17.00.

#### CHAPTER I

Section 101. That there is hereby appropriated by the City of Escanaba to various departments and funds for specific purposes, the several amounts set forth in the following tabulation, to be expended in accordance with the budget as approved, except that the City Manager is hereby empowered to transfer appropriations between activities and objects of expenditures, subject to the limitation imposed by Chapter VIII, Section 8, of the City Charter. The appropriations and revenues set forth are for the fiscal year ending June 30, 2022.

#### GENERAL FUND

##### Revenues:

Taxes	\$5,473,925
Licenses and Permits	1,250
Intergovernmental	1,526,000
Charges for Services/Fines	307,700
Electric Utility Fund Contribution	765,790
Transfer from Land Development Fund	60,000
Transfer from DDA Fund	2,500
Transfer from Office Equipment Fund	39,200
Transfer from Sanitary Landfill Fund	270,000
Miscellaneous Revenues	<u>108,200</u>
Subtotal	\$8,529,565
Transfer from Fund Balance	<u>\$774,814</u>
Total General Fund Revenues	<u>\$9,329,379</u>

##### Expenditures:

City Council	\$29,432
City Manager	308,390
Elections	24,780
City Controller	387,834
Bad Debt	13,000
Auditors	20,990
Assessors	284,186
Attorneys	95,200
Information Technology	41,895
City Clerk	224,470
Human Resources	97,390
Bd. of Review	1,800
City Treasurer	271,500
Billing	366,850
City Hall and Grounds	81,252
Civic Center	105,045
Community Promotional	25,550
Celebration Flags	9,590
Fourth of July	33,270
Public Safety	4,486,885
Community Preservation	130,932
Zoning	128,832
Crossing Guards	46,650
Crosswalks	5,000
Planning Commission	33,800
Care of Trees and Shrubs	163,400
Sidewalks	12,325
Engineers	373,590
Street Lighting	170,000
Sanitary Landfill	270,000
Solid Waste Collection	474,895
Composting Activities	78,220
Snow Plowing for Garbage Collection	19,855
Community Services	26,148
Recreation	600,720
Parks	288,070
Band	43,310
Tourism Promotion	37,575
Boat Launches	13,220
Alley Maintenance	5,975
Transfer to Parking Maintenance Fund	18,000
Transfer to Marina Fund	1,000

Ordinance No 1267 – cont.

Transfer to Library Fund	450,000
Transfer to Grants Fund	50,000
Transfer to Escanaba Building Authority Fund	149,000
Insurance/Bonds	6,025
Sub-total	\$10,505,851
Less: Overhead to Utilities	1,176,472
Total General Fund Expenditures	<u>\$9,329,379</u>

**MAJOR STREET FUND**

Revenues:	
State Shared Revenues	\$1,375,000
State Grants	375,000
Interest Earnings	20,000
Sub-total	\$1,770,000
Transfer from Fund Balance	326,141
Total Major Street Fund Revenues	<u>\$2,096,141</u>

Expenditures:	
Operating Expenses	\$746,141
Street Construction	1,350,000
Total Major Street Fund Expenditures	<u>\$2,096,141</u>

**LOCAL STREET FUND**

Revenues:	
State Shared Revenues	\$465,000
Interest Earnings	12,000
Property Owner's Share of SA	9,800
Transfer from Major Street Fund	0
Sub-total	\$486,800
Transfer from Fund Balance	641,821
Total Local Street Fund Revenues	<u>\$1,128,621</u>

Expenditures:	
Operating Expenses	\$528,621
Street Construction	600,000
Total Local Street Fund Expenditures	<u>\$1,128,621</u>

**LIBRARY FUND**

Revenues:	
State Funding	\$22,963
Federal Funding	108,500
Penal Fines Allocation	100,000
Fines and Fees	10,000
Interest Earnings	1,000
Transfer from General Fund	450,000
Sub-Total	\$692,463
Transfer from Fund Balance	37,917
Total Library Fund Revenues	<u>\$730,380</u>

Expenditures:	
Operating Expenditures	\$692,880
Total Library Fund Expenditures	<u>\$692,880</u>

**BEZOLD TRUST FUND**

Revenues:	
Interest Earnings	\$3,500
Transfer from Fund Balance	16,500
Total Bezold Trust Fund Revenues	<u>\$20,000</u>

Expenditures:	
Qualifying Expenditures	\$20,000
Total Bezold Trust Fund Expenditures	<u>\$20,000</u>

**GRANTS FUND**

Revenues:	
Grant Revenue	\$965,653
Transfer from Gas Retirement Fund	11,655
Sub-Total	\$977,308
Transfer from Fund Balance	121,654
Total Grants Fund Revenues	<u>\$1,098,962</u>

Expenditures:	
Façade Grant	\$97,454
Non-Motorized Pathway Grant	\$1,000,000
Band Uniform Grant	1,508
Total Grants Fund Expenditures	<u>\$1,098,962</u>

**GAS RETIREMENT FUND**

Revenues:	
Interest Earnings	\$12,500
Sub-total	<u>\$12,500</u>
Transfer from Fund Balance	<u>0</u>
Total Gas Retirement Fund Revenues	<u>\$12,500</u>

Expenditures:	
Transfer to Grants Fund	\$11,655
Transfer to Local Street Fund	<u>0</u>
Total Gas Retirement Fund Expenditures	<u>\$11,655</u>

**SANITARY LANDFILL FUND**

Revenues:	
Revenue from Sales	\$317,000
Penalties on Collections	1,200
Interest Earnings	<u>500</u>
Sub-total	\$318,700
Transfer from Fund Balance	<u>0</u>
Total Sanitary Landfill Fund Revenues	<u>\$318,700</u>

Expenditures:	
Transfer to General Fund	\$270,000
Administrative Expense	150
City Wide Clean-Up	<u>0</u>
Total Sanitary Landfill Fund Expenditures	<u>\$270,150</u>

**DOWNTOWN DEVELOPMENT AUTHORITY (DDA) FUND**

Revenues:	
TIF Tax Collections	\$275,000
State Reimbursement of Lost PPT	1,200
State Grants	0
Interest Earnings	3,000
Miscellaneous Income	<u>3,500</u>
Sub-Total	\$282,700
Transfer from Fund Balance	<u>13,140</u>
Total DDA Fund Revenues	<u>\$295,840</u>

Expenditures:	
Operating Expenditures	\$268,340
Transfer to General Fund	2,500
Transfer to Major Street Fund	<u>25,000</u>
Total DDA Fund Expenditures	<u>\$295,840</u>

**HOUSING REHABILITATION FUND**

Revenues:	
Interest Earnings	\$4,000
Total Housing Rehabilitation Fund Revenues	<u>\$4,000</u>

Expenditures:	
Administrative Expense	<u>\$520</u>
Total Housing Rehabilitation Fund Expenditures	<u>\$520</u>

**DELTA COUNTY CENTRAL DISPATCH AUTHORITY (DCCDA) FUND**

Revenues:	
DC Central Dispatch Authority Contract	\$925,360
Total DCCDA Fund Revenues	<u>\$925,360</u>

Expenditures:	
Dispatching Operations	\$925,360
Total DCCDA Fund Expenditures	<u>\$925,360</u>

**LAND DEVELOPMENT FUND**

Revenues:	
Property Owner's Share of Special Assessments	\$470
Sale of Property	156,060
Interest Earnings	20,000
Sub-Total	\$176,530
Transfer from Fund Balance	<u>62,030</u>
Total Land Development Fund Revenues	<u>\$238,560</u>

Expenditures:	
Property Improvements	\$11,500
Property Purchase	8,935
Professional Services	11,000
Transfer to General Fund	<u>\$160,000</u>

Ordinance No 1267 – cont.

Total Land Development Fund Expenditures \$191,435

**PARKING MAINTENANCE FUND**

Revenues:  
D.D.A. Fund Contractual \$18,000  
Transfer from General Fund 55,440  
Total Parking Maintenance Fund Revenues \$73,440

Expenditures:  
D.D.A. Lot Expenditures \$48,000  
City Lot Expenditures 25,440  
Total Parking Maintenance Fund Expenditures \$73,440

**E.D.A. REVOLVING LOAN FUND**

Revenues:  
Interest Earnings \$1,500  
Sub-Total 1,500  
Transfer from Fund Balance 2,500  
Total E.D.A.R.L.F. Revenues \$4,000

Expenditures:  
Administrative Costs \$4,000  
Total E.D.A.R.L.F. Expenditures \$4,000

**U.D.A.G. REVOLVING LOAN FUND**

Revenues:  
Interest Earnings \$45,000  
Total U.D.A.G.R.L.F. Revenues \$45,000

Expenditures:  
Administrative Costs \$1,555  
Total U.D.A.G.R.L.F. Expenditures \$1,555

**FARMERS HOME GRANT FUND**

Revenues:  
Interest Earnings \$500  
Total Farmers Home Grant Fund Revenues \$500

Expenditures:  
Administrative Costs \$120  
Total Farmers Home Grant Fund Expenditures \$120

**DRUG LAW ENFORCEMENT FUND**

Revenues:  
Local Forfeiture Proceeds \$1,000  
Interest Earnings 500  
Total Drug Law Enforcement Fund Revenues \$1,500

Expenditures:  
City Expenditures \$1,000  
Total Drug Law Enforcement Fund Expenditures \$1,000

**BROWNFIELD REDEVELOPMENT FUND**

Revenues:  
TIF Tax Collections \$55,800  
Interest Earnings 300  
Total Brownfield Redevelopment Fund Revenues \$56,100

Expenditures:  
Developer Reimbursements \$55,800  
Total Brownfield Redevelopment Fund Expenditures \$55,800

**The following is provided for informational purposes only, as provided by Michigan P.A. 2 of 1968**

**ELECTRIC UTILITY FUND**

Revenues:  
Revenue from Sales \$14,311,065  
Rents 49,775  
Miscellaneous 75,000  
Interest Earnings 198,330  
Total Electric Fund Revenues \$14,634,170

Ordinance No 1267 – cont.

Expenses:	
Operating Expenses	\$11,833,086
Depreciation	844,875
Overhead to General Fund	687,992
Contribution to General Fund	765,790
Total Electric Fund Expenses	<u>\$14,131,743</u>

**WATER UTILITY FUND**

Revenues:	
Revenue from Sales	\$4,480,000
Federal Subsidy-Capital Improvement Bond Interest	46,800
Miscellaneous	65,300
Interest Earnings	8,000
Total Water Fund Revenues	<u>\$4,600,100</u>

Expenses:	
Operating Expenses	\$2,231,495
Depreciation	545,000
Overhead to General Fund	235,255
Bond Interest Expense	175,000
Total Water Fund Expenses	<u>\$3,186,750</u>

**WASTEWATER UTILITY FUND**

Revenues:	
Revenue from Sales	\$3,150,000
Grant Revenue	0
Miscellaneous	11,250
Interest Earnings	20,000
Total Wastewater Fund Revenues	<u>\$3,181,250</u>

Expenses:	
Operating Expenses	\$1,557,767
Depreciation	336,150
Overhead to General Fund	225,501
Bond Interest Expense	111,000
Total Wastewater Fund Expenses	<u>\$2,230,418</u>

**ESCANABA BUILDING AUTHORITY FUND**

Revenues:	
Lease Payments-Transfer from General Fund	\$149,000
Rent Income-City Hall/Library	133,248
Miscellaneous	4,500
Interest Earnings	2,000
Total Escanaba Building Authority Fund Revenues	<u>\$288,748</u>

Expenses:	
Operating Expenses	\$214,245
Interest Expense	8,335
Depreciation Expense	156,100
Total Escanaba Building Authority Fund Expenses	<u>\$378,680</u>

**MARINA FUND**

Revenues:	
Fees and Concessions	\$169,600
Interest Earnings	1,500
Contribution from General Fund	1,000
Total Marina Fund Revenues	<u>\$172,100</u>

Expenses:	
Operating Expenses	\$179,390
Interest Expense	5,580
Depreciation	69,940
Total Marina Fund Expenses	<u>\$254,910</u>

APPROVED:

APPROVED:

\_\_\_\_\_  
Lisa Vogler  
City Attorney

\_\_\_\_\_  
Mark Ammel  
Mayor

Date Approved: (Month) (Date), 2022  
Date Published: (Month) (Date), 2022

ATTEST:

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Phil DeMay  
City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the City Council of the City of Escanaba, County of Delta, Michigan, at a Regular Meeting held on the (Date) day of (Month), 2022, and was published in the Daily Press, a newspaper of general circulation in the City of Escanaba on (Month) (Date), 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

---

Phil DeMay  
City Clerk

Agenda Item: PH-3  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 05/20/2022

Name:

Department: Public Works

Item: Public Hearing - Notice of Improvements - Approval of Special Assessments

Meeting date requested: 06/16/2022

Explanation for request:

The City of Escanaba received a petition from property owners requesting the City to construct a 12' asphalt paved alley located between North 18th Street and North 19th Street and between 6th Avenue North and 5th Avenue North. On May 19, 2022, the City of Escanaba held a Public Hearing on the proposed improvement. The City of Escanaba is now holding a Public Hearing on the proposed special assessed improvement project so that any comments or objections to the proposed alley assessments can be heard. Administration recommends approval of the special assessments.

PETITIONER:

Chad Meier

4/11/22

Date Received From Clerk

4/18/22

Date Presented to Clerk

SPECIAL ASSESSMENT PETITION FOR STREET IMPROVEMENTS

To: The Escanaba City Council

Council Members:

We, the undersigned property owners, hereby petition your honorable body for the construction of a 12' asphalt paved alley located between North 18th Street and North 19th Street and between 6th Avenue North and 5th Avenue North.

We understand the charges for this work will be based on a special assessment rate applicable at the time the City of Escanaba budget is prepared and the public hearings held. We further understand the current rate of \$ 13.00 per front foot for the specified type improvements is advisory and subject to change prior to the public hearings on the assessment and that the special assessment may be payable in annual installments as shown, plus interest at six percent (6%) per year on the unpaid balance:

Table with 2 columns: Amount of Assessment, Year. Rows include: Less than \$100 (1), \$101 to \$200 (2), \$201 to \$300 (3), \$301 to \$400 (4), \$401 and over (5).

MAILING ADDRESS

Main table with 6 columns: PROPERTY ADDRESS, FRONT FOOT, ASSESSMENT, OWNER, MAILING ADDRESS, SIGNATURE. Contains 19 rows of property data with handwritten signatures.



6th Ave N

6th Ave N

N 19th St

N 18th St

N 19th St

N 18th St

5th Ave N

5th Ave N

636 Gravelle

Stewart 637

632 Gravelle

Stewart 633

628 Wellman

Brabyn 629

624 Wellman

Taylor 625

620 Koish

Meier 621

616 McKight

Meier 617

612 Piriot

Reifers 613

608 Veersman

Bugay 609

604 Coolman

Jenkins 601

600 Larson

### Alley Assessment

5th-6th Ave No and No 19th St to No 18th St

**CITY OF ESCANABA**

410 LUDINGTON ST. ESCANABA, MICH. 49829 (906) 786-9402



DATE:  
04/2022

SCALE:  
NA

DRWG. NO.:

Agenda Item: PH-4  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 05/20/2022

Name:

Department: Public Works

Item: Public Hearing - Notice of Improvements - Approval of Special Assessments

Meeting date requested: 06/16/2022

Explanation for request:

The City of Escanaba received a petition from property owners requesting the City to construct a 14' asphalt paved alley located between Lake Shore Drive and Grand Avenue and between 17th Avenue South and 18th Avenue South. On May 19, 2022, the City of Escanaba held a Public Hearing on the proposed improvement. The City of Escanaba is now holding a Public Hearing on the proposed special assessed improvement project so that any comments or objections to the proposed alley assessments can be heard. Administration recommends approval of the special assessments.

PETITIONER: **GOUIN CHRISTOPHER C**  
**1804 LAKESHORE DRIVE**  
**ESCANABA, MI 49829**

Date Received From Clerk  
10/6/2021  
 Date Presented to Clerk

**SPECIAL ASSESSMENT PETITION  
 FOR STREET IMPROVEMENTS**

To: The Escanaba City Council

Council Members:

We, the undersigned property owners, hereby petition your honorable body for the construction of a **14' asphalt paved alley located between Lake Shore Drive and Grand Avenue and between 17<sup>th</sup> Ave S and 18<sup>th</sup> Ave S.**

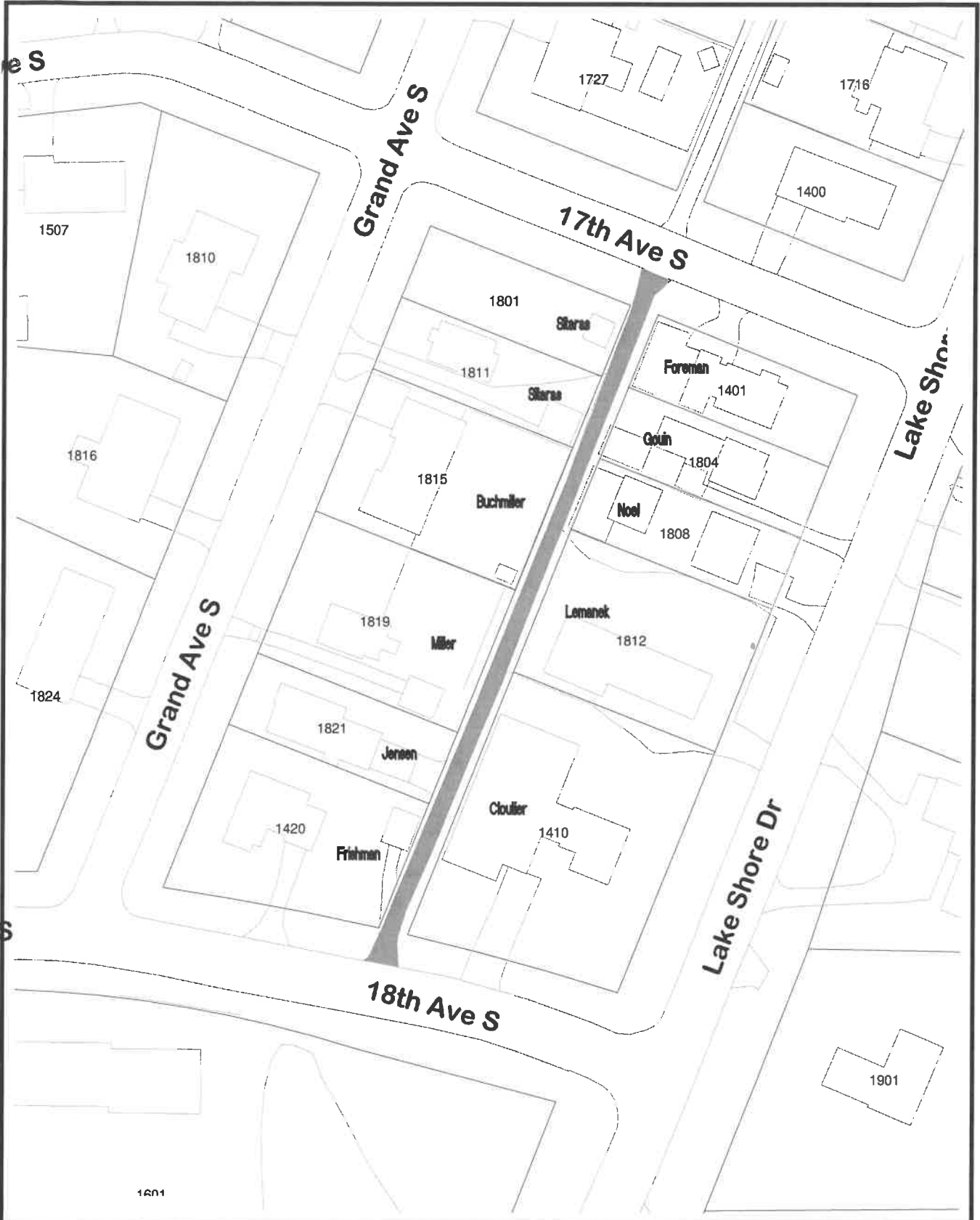
We understand the charges for this work will be based on a special assessment rate applicable at the time the City of Escanaba budget is prepared and the public hearings held. We further understand the current rate of **\$12.50** per front foot for the specified type improvements is advisory and subject to change prior to the public hearings on the assessment and that the special assessment may be payable in annual installments as shown, plus interest at six percent (6%) per year on the unpaid balance:

<u>Amount of Assessment</u>	<u>Year</u>
Less than \$100	1
\$101 to \$200	2
\$201 to \$300	3
\$301 to \$400	4
\$401 and over	5

<u>PROPERTY ADDRESS</u>	<u>FRONT FOOT</u>	<u>ASSESSMENT</u>	<u>OWNER</u>	<u>MAILING ADDRESS</u>	<u>SIGNATURE</u>
1. 1801 GRAND AVE	50.00'	\$625.00	SITARAS NICK & DESPINA	2301 S 21 <sup>ST</sup> ST	<i>Despina</i>
2. 1811 GRAND AVE	50.00'	\$625.00	SITARAS NICK & DESPINA	2301 S 21 <sup>ST</sup> ST	<i>Despina</i>
3. 1815 GRAND AVE	100.00'	\$1250.00	BUCHMILLER PATRICIA	SAME	
4. 1819 GRAND AVE	100.00'	\$1250.00	MILLER KENNETH J	SAME	<i>Ken Miller</i>
5. 1821 GRAND AVE	50.00'	\$625.00	JENSEN JAMES & TINA	SAME	<i>Jim Jensen</i>
6. 1420 GRAND AVE	80.26'	\$1003.25	FRISHMAN LEON & DAVISON N TRUST	SAME	
7. 1410 18 <sup>TH</sup> AVE S	172.63'	\$2157.88	CLOUTIER HAROLD F & MAXINE M	SAME	
8. 1812 LAKESHORE DR	100.00'	\$1250.00	LEMANEK LESLIE J	SAME	<i>Leslie Lemaneck</i>
9. 1808 LAKESHORE DR	50.00'	\$625.00	NOEL MARTIN A	SAME	<i>Martin Noel</i>
10. 1804 LAKESHORE DR	50.00'	\$625.00	GOUIN CHRISTOPHER C	SAME	<i>Christopher Gouin</i>
11. 1401 17 <sup>TH</sup> AVE S	50.00'	\$625.00	FOREMAN DAVID	SAME	<i>David Foreman</i>

Improvement will be based on input and recommendation of the Planning Commission for their Capital Improvement Plan and subject to City Council review and inclusion in the 2022-2023 budget.

Delivered 10/05/21 TAF



L:\Engineering\TOP\Drawings\2022\1804 LSD Alley Assess.dwg 4-28-22 01:24:50 PM TFlower

<p>Alley Assessment 17th-18th Ave So and Lakeshore Drive to Grand Ave</p>		<p>DATE: 04/2022</p>
<p><b>CITY OF ESCANABA</b></p>		<p>SCALE: NA</p>
<p>410 LUDINGTON ST. ESCANABA, MICH. 49829 (906) 786-9402</p>		<p>DRWG. NO.:</p>



Agenda Item: WB-1  
Date: 06/16/2022

## City Council Agenda Item Request

Date: June 9, 2022

Name: Patrick Jordan

Department: Administration

Item: Discussion on Commercial Marijuana in the City of Escanaba

Meeting date requested: June 16, 2022

Explanation for request:

Council and staff continue discussion on Retail Marijuana presence in the City of Escanaba. Questionnaires distributed to Council will be part of the discussion.

Agenda Item: UB-2  
Date: 06/16/2022

## City Council Agenda Item Request

Date: June 9, 2022

Name: Patrick Jordan

Department: Administration

Item: Discussion on progress regarding sale and development of Jail and Chamber sites

Meeting date requested: June 16, 2022

Explanation for request:

Administration will update Council on progress regarding the sale and development of Jail and Chamber properties.

Agenda Item: NB-1  
06/16/2022

## City Council Agenda Item Request

Date: 6/16/22

Name: Jeff Lampi

Department: Water

Item: SRF Project Plan Resolution

Explanation for request:

Following the Public Hearing the City must pass a resolution adopting a final project plan.

You will find a draft resolution is attached to this request. I ask that that the last few blanks be filled in with the appropriate names and titles.

**Resolution 22-05**

**A RESOLUTION ADOPTING A PROJECT PLAN AMENDMENT  
FOR WATER SYSTEM IMPROVEMENTS AND  
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

**WHEREAS**, the City of Escanaba, MI recognizes the need to make improvements to its existing water treatment and distribution system; and

**WHEREAS**, the City of Escanaba, MI authorized C2AE of Escanaba, MI to prepare a Project Plan, which recommends the construction of water service replacement in lead-impacted service lines throughout the City of Escanaba, and water main replacements; and

**WHEREAS**, said Project Plan was presented at a Public Hearing held on June 16, 2022 and all public comments have been considered and addressed;

**NOW THEREFORE BE IT RESOLVED**, that the City of Escanaba, MI formally adopts said Project Plan and agrees to implement the selected alternative (Alternative #2, Replacement of Water Main, and Lead Impacted Services).

**BE IT FURTHER RESOLVED**, that the Escanaba City Manager, a position currently held by Patrick Jordan, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a Drinking Water Revolving Fund Loan to assist in the implementation of the selected alternative.

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

I certify that the above Resolution was adopted by Escanaba, MI City Council on June 16, 2022.

BY: Patrick Jordan, City Manager  
Name and Title (please print or type)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



Agenda Item: NB-2  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 06/06/2022

Name: The Bonifas Arts Center

Department: Administration

Item: Annual Service Agreement with William Bonifas Fine Arts Center

Meeting date requested: 06/16/2022

Explanation for request:

The William Bonifas Fine Arts Center is seeking Council approval of their 2022-23 Service Agreement in the amount of \$5,000. Under the terms of the agreement, the Center will provide (6 to 8) exhibitions in the Alice Powers Gallery, a minimum (4) on-stage (or radio) plays, a minimum of (35) classes in the creative and visual arts, and workshops, which will be available to the citizens of Escanaba. Administration is recommending approval of the Service Agreement. This is a budgeted item.

**AGREEMENT**

**THE CITY OF ESCANABA**

**AND**

**THE WILLIAM BONIFAS FINE ARTS CENTER, INC.**

It is agreed The William Bonifas Fine Arts Center, Inc, will provide the following services for citizens of the City of Escanaba. Reasonable charges can be made for those activities designated. It is understood that no resident of the City of Escanaba will be excluded from such activities as long as they have applied within a reasonable period of time to attend or participate in the outlined services.

The Art Center will provide a minimum four (4) on-stage (or radio) plays annually, to be performed by the Players de Noc or other professional groups. These performances will be open to the general public, and particularly, the citizens of Escanaba. Such performances should be scheduled on an annual basis.

The Art Center will provide six - eight (6 - 8) art exhibits to be held in the Alice Powers Gallery. These exhibits will be open to the general public, particularly, the citizens of Escanaba. It is recommended that such exhibitions be at no charge to residents of our community. In the event of continued restrictions to public gatherings related to the COVID-19 pandemic, the exhibits will be available for online viewing.

The Art Center will conduct a minimum of thirty five (35) classes in the creative and visual arts. Fees can be charged for participation in these classes and programs, which will be open to the general public, particularly, the citizens of Escanaba. In addition, workshops specifically for artists will be offered.


In consideration for these services, the City of Escanaba will pay to the William Bonifas Fine Arts Center the amount of Five Thousand Dollars (\$5,000) during the fiscal year, July 1, 2022 through June 30, 2023. The Bonifas Arts Center will furnish to the City Manager, sufficient notice of all activities to be held at the Center. Sufficient copies should be forwarded to the City for distribution to the City Council, Clerk and City Manager. Sufficient notices of all activities will be sent to the local media well in advance of the date of the actual performance or classes to be held. Where possible, the City of Escanaba will be acknowledged as a patron of the Bonifas Art Center, with the appropriate recognition being made by the board.

This agreement is effective July 1, 2022, and will terminate on June 30, 2023.

CITY OF ESCANABA

WILLIAM BONIFAS FINE ARTS CENTER, INC.

\_\_\_\_\_  
Patrick Jordan  
City Manager

  
\_\_\_\_\_  
Beth Noreus  
Board President

\_\_\_\_\_  
Phil DeMay  
City Clerk

  
\_\_\_\_\_  
Debra Skerbeck  
Treasurer

Agenda Item: NB-3  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 06/06/2022

Name: Patrick Jordan

Department: Administration

Item: Resolution of Support - Bonifas Art Center-2023 Music Monday Summer Concerts

Meeting date requested: 06/16/2022

Explanation for request:

The Bonifas Art Center is seeking Council approval of a resolution supporting their grant application to the Michigan Council for Arts and Cultural Affairs seeking funds for the "Music Mondays" Summer Concert Series. If approved, the City of Escanaba will serve as the Administrator for the funds. Administration is recommending approval.

June 1, 2022

Escanaba City Council and City Manager, Patrick Jordan  
c/o: Phil DeMay, City Clerk

**thebonifas**  
arts center



Dear City Council and City Manager, Patrick Jordan:

The Bonifas Arts Center requests that the Council adopt the attached Resolution in support of a grant application to the Michigan Council for the Arts and Cultural Affairs seeking matching funds for the Music Mondays Summer Concert Series. Would you please put this request on the June 16, 2022, City Council agenda?

The grant proposes a collaborative effort between the City and the Bonifas Arts Center to enrich the cultural lives of area residents and visitors through free concerts featuring area musicians. The Bonifas is requesting that the City serve as lead applicant for this grant application since the Bonifas has already received grant monies in this funding cycle and cannot receive a Mini Grant in 2023. The Resolution is a required component of the grant to confirm the City's approval to seek the grant and to comply with administering the grant (if awarded).

The grant proposes eight "Music Mondays" in the evenings throughout June, July and August in the Karas Memorial band shell in Ludington Park. The 2023 schedule will begin on the second to last Monday in June and continue through the second Monday in August. The Bonifas will coordinate the musicians and promote the events across the region.

The grant recipient's obligation under the grant is to serve as administrator of the funds which would entail; tracking and reporting on the grant funds received/expended from MACC, documenting the City's in-kind contribution of facility use and staff time, compensating artists for their services and the Bonifas for organizing and promoting the events. The Bonifas would be happy to perform these tasks on behalf of the city.

I plan on attending the June 16 City Council meeting to support this request. If there are any questions regarding this request please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Irina Bruno', written in a cursive style.

Irina Bruno  
Executive Director  
906-786-3833  
[irina@bonifasarts.org](mailto:irina@bonifasarts.org)

**RESOLUTION 22-04**

**Resolution in Support of a Grant Application to the  
Michigan Council for Arts and Cultural Affairs**

**AT A MEETING OF THE CITY COUNCIL OF THE CITY OF ESCANABA, MICHIGAN, HELD ON JUNE 16, 2022**

**RESOLUTION - SUPPORTING THE GRANT APPLICATION TO THE MICHIGAN ARTS  
AND CULTURAL COUNCIL SEEKING MATCHING FUNDS FOR THE  
"MUSIC MONDAYS" SUMMER CONCERT SERIES.**

**WHEREAS**, the City Council of the City of Escanaba, Michigan, does hereby find as follows:

**WHEREAS**, the City desires to support the cultural lives of area residents through opportunities to be exposed to new art and music;

**WHEREAS**, the City has an excellent partner in the Bonifas Arts Center to successfully organize and promote community events, and promote cultural tourism and sponsor area musicians through public concerts;

**WHEREAS**, The City will administer the grant funds, if awarded, as set forth in the application;

**WHEREAS**, the City has a policy detailing equal opportunity provisions for job applicants and public accommodations and agrees to conform to the Assurances and Guidelines set forth in the application;

**NOW, THEREFORE, BE IT HEREBY PROCLAIMED** by the City Council of the City of Escanaba, Michigan, that the grant application should be made to the Michigan Council for Arts and Cultural Affairs for the August 3, 2022 deadline.

Ayes:

Nays:

**RESOLUTION DECLARED ADOPTED."**

Agenda Item: NB-4  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 06/03/2022

Name: Melissa Becotte

Department: Controller

Item: Insurance Renewal

Meeting date requested: 6/16/2022

Explanation for request:

Administration is requesting City Council approval of the 2022/23 property and liability insurance through MMRMA.

MEMORANDUM

June 3, 2022

TO: Patrick Jordan, Phil Demay

FROM: Melissa Becotte *MB*

We are recently in receipt of the billing information for the City's 2022/23 property and liability insurance coverage. Based on the information provided below, I'm recommending City Council approval of MMRMA as the City's insurance carrier for the 2022/23 fiscal year, in the gross amount of \$246,478.

### **Insurance Coverage**

MMRMA insurance coverage represents the City's main insurance protection. Included in the coverage are a \$5,000,000 limit on liability claims and a \$84.5 million limit on property claims, with various exclusions and exceptions. The City carries a "maximum out-of-pocket" of \$175,000 on claims (after deductibles) and smaller deductibles on auto claims and other property. The attached Coverage Proposal details some of these specifics.

There is one change in coverage for the 22/23 fiscal year. The maximum coverage for the Data Breach category has been reduced from \$5,000,000 to \$2,000,000. This is due to one of the re-insurance companies removing their coverage.

### **Comparison**

On the last page of this document, I've attached a Ten Year Premium History work paper. Across from the "TOTAL PAYMENTS" line, you will note our premium for 22/23 – at \$246,478 – is increased \$11,539 when compared to last year.

For the past ten years, MMRMA has had a policy of issuing "dividend" (refund) checks. The only way that we will receive our dividend check is to commit to another year of coverage. MMRMA has maintained that these checks represent earnings on their investments. Last year, we received a dividend check of \$34,414. This year's dividend check will be \$140,244, payable within one month of our renewal.

The impact of the dividend check is that it results in lower "net" premiums; these savings will be spread over all of the various funds and departments as a single charge to "Insurance and Bonds" for each applicable function. For the 22/23 budget process, net costs were estimated to be \$175,000 (because there's no way of knowing ahead of time, with any certainty, what our dividend check will be); with the net insurance cost of \$91,234, we will be under budget for this aspect of operations.

I will be at the City Council meeting to address any questions, but if there are any questions prior to then, please contact me.

# CITY OF ESCANABA


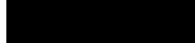

## Analysis of Insurance Premiums

### Ten Year Premium History

	<u>13/14</u>	<u>14/15</u>	<u>15/16</u>	<u>16/17</u>	<u>17/18</u>	<u>18/19</u>	<u>19/20</u>	<u>20/21</u>	<u>21/22</u>	<u>22/23</u>
Real Property	\$48,514	\$48,967	\$43,676	\$64,519	\$42,469	\$43,993	\$46,544	\$48,028	\$57,058	\$60,212
Contents	6,278	6,353	5,667	12,528	14,777	7,332	7,388	8,194	9,751	9,939
EDP	0	0	0	0	0	0	0	0	0	0
Extra Expense	0	0	0	0	0	0	0	0	0	0
Inland Marine	2,283	4,395	3,919	0	0	0	0	0	0	0
Structures Other Than a Building	0	0	0	0	20,073	14,347	19,947	21,294	25,864	26,384
Other	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Sub-Total	\$57,075	\$59,715	\$53,262	\$77,047	\$77,319	\$65,672	\$73,879	\$77,516	\$92,673	\$96,535
Police Professional	\$13,490	\$16,188	\$28,023	\$23,363	\$25,472	\$30,484	\$29,029	\$30,849	\$32,544	\$36,143
Streets	4,397	4,185	4,185	4,185	4,185	4,205	3,705	3,605	3,500	3,500
Water & Sewer	3,665	3,665	3,658	3,658	3,658	3,627	3,613	3,608	3,605	3,643
Electric	0	0	0	0	0	0	0	0	0	0
All Other	<u>38,881</u>	<u>44,994</u>	<u>56,244</u>	<u>49,581</u>	<u>51,604</u>	<u>54,430</u>	<u>53,123</u>	<u>46,974</u>	<u>43,589</u>	<u>40,578</u>
Sub-Total	\$60,433	\$69,032	\$92,110	\$80,787	\$84,919	\$92,746	\$89,470	\$85,036	\$83,238	\$83,864
Fleet	\$33,648	\$30,345	\$33,165	\$32,199	\$35,901	\$35,854	\$35,152	\$39,060	\$38,256	\$45,044
Electric Operations	\$52,748	\$52,748	\$48,106	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Stop Loss	\$12,622	\$13,147	\$14,148	\$5,406	\$5,264	\$5,542	\$5,746	\$5,777	\$5,772	\$6,035
MMRMA Risk & Capitalization	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Insurance Portion	\$216,526	\$224,987	\$240,791	\$195,439	\$203,403	\$199,814	\$204,247	\$207,389	\$219,939	\$231,478
Member Loss Fund	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
<b>TOTAL PAYMENTS</b>	<b><u>\$231,526</u></b>	<b><u>\$239,987</u></b>	<b><u>\$255,791</u></b>	<b><u>\$210,439</u></b>	<b><u>\$218,403</u></b>	<b><u>\$214,814</u></b>	<b><u>\$219,247</u></b>	<b><u>\$222,389</u></b>	<b><u>\$234,939</u></b>	<b><u>\$246,478</u></b>
Insurance Portion	\$216,526	\$224,987	\$240,791	\$195,439	\$203,403	\$199,814	\$204,247	\$207,389	\$219,939	\$231,478
Plus: MCCA Charges	0	0	0	0	0	0	0	0	0	0
Less: Dividends	<u>-108,154</u>	<u>-194,653</u>	<u>-273,165</u>	<u>-206,413</u>	<u>-81,960</u>	<u>-110,733</u>	<u>-88,959</u>	<u>-101,736</u>	<u>-34,414</u>	<u>-140,244</u>
Net Insurance Cost	<u>\$108,372</u>	<u>\$30,334</u>	<u>-\$32,374</u>	<u>-\$10,974</u>	<u>\$121,443</u>	<u>\$89,081</u>	<u>\$115,288</u>	<u>\$105,653</u>	<u>\$185,525</u>	<u>\$91,234</u>



# MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY COVERAGE PROPOSAL

<b>Member:</b>	<b>City of Escanaba</b>	
<b>Date of Original Membership:</b>	<b>July 1, 1995</b>	
<b>Proposal Effective Dates:</b>	<b>July 01, 2022 To July 01, 2023</b>	
<b>Member Representative:</b>	<b>Melissa Becotte</b>	<b>Telephone #:</b> 
<b>Regional Risk Manager:</b>	<b>U.P. Insurance Agency, Inc.</b>	<b>Telephone #:</b> 

## A. Introduction

The Michigan Municipal Risk Management Authority (hereinafter "MMRMA") is created by authority granted by the laws of the State of Michigan to provide risk financing and risk management services to eligible Michigan local governments. MMRMA is a separate legal and administrative entity as permitted by Michigan laws. **City of Escanaba** (hereinafter "Member") is eligible to be a Member of MMRMA. **City of Escanaba** agrees to be a Member of MMRMA and to avail itself of the benefits of membership.

**City of Escanaba** is aware of and agrees that it will be bound by all of the provisions of the Joint Powers Agreement, Coverage Documents, MMRMA rules, regulations, and administrative procedures.

This Coverage Proposal summarizes certain obligations of MMRMA and the Member. Except for specific coverage limits, attached addenda, and the Member's Self Insured Retention (SIR) and deductibles contained in this Coverage Proposal, the provisions of the Joint Powers Agreement, Coverage Documents, reinsurance agreements, MMRMA rules, regulations, and administrative procedures shall prevail in any dispute. The Member agrees that any dispute between the Member and MMRMA will be resolved in the manner stated in the Joint Powers Agreement and MMRMA rules.

## B. Member Obligation - Deductibles and Self Insured Retentions

**City of Escanaba** is responsible to pay all costs, including damages, indemnification, and allocated loss adjustment expenses for each occurrence that is within the Member's Self Insured Retention (hereinafter the "SIR"). **City of Escanaba's** SIR and deductibles are as follows:

**Table I**  
**Member Deductibles and Self Insured Retentions**

COVERAGE	DEDUCTIBLE	SELF INSURED RETENTION
Liability	N/A	\$100,000 Per Occurrence
Vehicle Physical Damage	\$1,000 Per Vehicle	\$15,000 Per Vehicle \$30,000 Per Occurrence
Fire/EMS Replacement Cost	\$1,000 Per Occurrence	N/A
Property and Crime	\$1,000 Per Occurrence	N/A
Sewage System Overflow	N/A	\$100,000 Per Occurrence

The member must satisfy all deductibles before any payments are made from the Member's SIR or by MMRMA.

Member's Motor Vehicle Physical Damage deductible applies, unless the amount of the loss exceeds the deductible. If the amount of loss exceeds the deductible, the loss including deductible amount, will be paid by MMRMA, subject to the Member's SIR.

The **City of Escanaba** is afforded all coverages provided by MMRMA, except as listed below:

1. Specialized Emergency Response Expense Recovery Coverage
- 2.
- 3.
- 4.

All costs including damages and allocated loss adjustment expenses are on an occurrence basis and must be paid first from the Member's SIR. The Member's SIR and deductibles must be satisfied fully before MMRMA will be responsible for any payments. The most MMRMA will pay is the difference between the Member's SIR and the Limits of Coverage stated in the Coverage Overview.

**City of Escanaba** agrees to maintain the Required Minimum Balance as defined in the Member Financial Responsibilities section of the MMRMA Governance Manual. The Member agrees to abide by all MMRMA rules, regulations, and administrative procedures pertaining to the Member's SIR.

### **C. MMRMA Obligations - Payments and Limits of Coverage**

After the Member's SIR and deductibles have been satisfied, MMRMA will be responsible for paying all remaining costs, including damages, indemnification, and allocated loss adjustment expenses to the Limits of Coverage stated in Table II. The Limits of Coverage include the Member's SIR payments.

The most MMRMA will pay, under any circumstances, which includes payments from the Member's SIR, per occurrence, is shown in the Limits of Coverage column in Table II. The Limits of Coverage includes allocated loss adjustment expenses.

**Table II**  
**Limits of Coverage**

Liability and Motor Vehicle Physical Damage	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Liability	5,000,000	N/A	N/A	N/A
2 Judicial Tenure	N/A	N/A	N/A	N/A
3 Sewage System Overflows	500,000	N/A	500,000	N/A
4 Volunteer Medical Payments	25,000	N/A	N/A	N/A
5 First Aid	2,000	N/A	N/A	N/A
6 Vehicle Physical Damage	1,500,000	N/A	N/A	N/A
7 Uninsured/Underinsured Motorist Coverage (per person)	100,000	N/A	N/A	N/A
Uninsured/Underinsured Motorist Coverage (per occurrence)	250,000	N/A	N/A	N/A
8 Michigan No-Fault	Per Statute	N/A	N/A	N/A
9 Terrorism	5,000,000	N/A	N/A	5,000,000

Property and Crime	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Buildings and Personal Property	- 48,601,568	350,000,000	N/A	N/A
2 Personal Property in Transit	- 2,000,000	N/A	N/A	N/A
3 Unreported Property	- 5,000,000	N/A	N/A	N/A
4 Member's Newly Acquired or Constructed Property	- 10,000,000	N/A	N/A	N/A
5 Fine Arts	2,000,000	N/A	N/A	N/A
6 Debris Removal (25% of Insured direct loss plus)	25,000	N/A	N/A	N/A
7 Money and Securities	1,000,000	N/A	N/A	N/A
8 Accounts Receivable	2,000,000	N/A	N/A	N/A
9 Fire Protection Vehicles, Emergency Vehicles, and Mobile Equipment (Per Unit)	5,000,000	10,000,000	N/A	N/A
10 Fire and Emergency Vehicle Rental (12 week limit)	2,000 per week	N/A	N/A	N/A
11 Structures Other Than a Building	-17,903,163	N/A	N/A	N/A
12 Dam/Dam Structures/Lake Level Controls	0	N/A	N/A	N/A
13 Transformers	0	N/A	N/A	N/A
14 Storm or Sanitary Sewer Back-Up	1,000,000	N/A	N/A	N/A
15 Marine Property	- 1,000,000	N/A	N/A	N/A
16 Other Covered Property	- 10,000	N/A	N/A	N/A
17 Income and Extra Expense	5,000,000	N/A	N/A	N/A
18 Blanket Employee Fidelity	1,000,000	N/A	N/A	N/A
19 Faithful Performance	Per Statute	N/A	N/A	N/A
20 Earthquake	5,000,000	N/A	5,000,000	100,000,000
21 Flood	5,000,000	N/A	5,000,000	100,000,000
22 Terrorism	50,000,000	50,000,000	N/A	N/A

Table III

Network and Information Security Liability, Media Injury Liability, Network Security Loss, Breach Mitigation Expense, PCI Assessments, Social Engineering Loss, Reward Coverage, Telecommunications Fraud Reimbursement.			
	Limits of Coverage Per Occurrence/Claim	Deductible Per Occurrence/Claim	Retroactive Date
	\$2,000,000		
<b>Coverage A</b> Network and Information Security Liability: Regulatory Fines:	Each Claim Included in limit above  Each Claim Included in limit above	\$25,000      Each Claim	7/1/2013
<b>Coverage B</b> Media Injury Liability	Each Claim Included in limit above	\$25,000      Each Claim	7/1/2013
<b>Coverage C</b> Network Security Loss  Network Security Business Interruption Loss:	Each Unauthorized Access Included in limit above  Each Business Interruption Loss Included in limit above	\$25,000      Each Unauthorized Access  Retention Period of 72 hours of Business Interruption Loss	Occurrence
<b>Coverage D</b> Breach Mitigation Expense:	Each Unintentional Data Compromise Included in limit above	\$25,000      Each Unintentional Data Compromise	Occurrence

<b>Coverage E</b> PCI Assessments:	Each Payment Card Breach \$1,000,000 Occ./\$1,000,000 Agg. Included in limit above	\$25,000      Each Payment Card Breach	Occurrence
<b>Coverage F</b> Social Engineering Loss:	Each Social Engineering Incident \$100,000 Occ./\$100,000 Agg. Included in limit above	\$25,000      Each Social Engineering Incident	Occurrence
<b>Coverage G</b> Reward Coverage	Maximum of 50% of the Covered Claim or Loss; up to \$25,000 Included in Limit above	Not Applicable	Occurrence
<b>Coverage H</b> Telecommunications Fraud Reimbursement	\$25,000 Included in limit above	Not Applicable	Occurrence

## Annual Aggregate Limit of Liability

Member Aggregate	All Members Aggregate
\$2,000,000	\$17,500,000

The total liability of MMRMA shall not exceed \$2,000,000 per Member Aggregate Limit of Liability for coverages A, B, C, D, E, F, G, and H, in any Coverage Period.

The total Liability of MMRMA and MCCRMA shall not exceed \$17,500,000 for All Members Combined Aggregate Limit of Liability for coverages A, B, C, D, E, F, G, and H, in any Coverage Period.

It is the intent of MMRMA that the coverage afforded under the Subjects of Coverage be mutually exclusive. If however, it is determined that more than one Subject of Coverage applies to one coverage event ensuing from a common nexus of fact, circumstance, situation, event, transaction, or cause, then the largest of the applicable Deductibles for the Subjects of Coverage will apply.

**Table IV**

**Specialized Emergency Response Expense Recovery Coverage**

**Limits of Coverage**

Specialized Emergency Response Expense Recovery	Limits of Coverage per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
	N/A	N/A	N/A	N/A

**Table V**

**Specialized Emergency Response Expense Recovery Coverage**

**Deductibles**

Specialized Emergency Response Expense Recovery	Deductible per Occurrence
	Member
	N/A

**D. Contribution for MMRMA Participation**

City of Escanaba

Period: July 01, 2022 To July 01, 2023

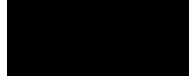
Coverages per Member Coverage Overview:	\$225,443
Stop Loss Coverage:	\$6,035
Member Loss Fund Deposit:	\$15,000
<b>TOTAL ANNUAL CONTRIBUTIONS:</b>	<b>\$246,478</b>

**E. List of Addenda**

1. Manuscript Addendum w/o signature
2. Stop Loss Program Participation Agreement

This document is for the purpose of quotation only and does not bind coverage in the Michigan Municipal Risk Management Authority, unless accepted and signed by both the authorized Member Representative and MMRMA Representative below.

Accepted By:



City of Escanaba

**MMRMA**

DocuSigned by:

0249CB0331E4405...

**MMRMA Representative**

\_\_\_\_\_  
Member Representative

5/20/2022 | 3:23 PM EDT

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## ADDENDUM

### STOP LOSS PROGRAM PARTICIPATION AGREEMENT

#### Optional

The Stop Loss Program limits the Member's cash payments during a July 1 - June 30 year for those costs falling within the Member's SIR. The Stop Loss Program responds only to cumulative Member SIR payments, including damages, indemnification, and allocated loss adjustment expenses, within a July 1 - June 30 calendar year. The paid costs include payments for any coverage provided to the Member by MMRMA provided that the costs are actually paid within the July 1 - June 30 period. On July 1 of each year, the Member's paid costs accumulate from zero.

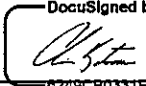
If the Member has chosen to participate in the Stop Loss Program, and if the Member's paid costs exceed the member's entry point, the Stop Loss Program will pay, until July 1, all costs that would, in the absence of the Stop Loss Program, be paid from the Member's SIR. **City of Escanaba's** entry point is **\$175,000**. Withdrawing Members do not participate in the Stop Loss Program after the date of withdrawal.

The Member agrees to be bound by MMRMA rules relating to the Stop Loss Program.

Accepted by:

\_\_\_\_\_  
Member Representative

Date: \_\_\_\_\_

MMRMA DocuSigned by:  
  
\_\_\_\_\_  
0299CB0331E400...  
Authorized Representative

Date: 5/20/2022 | 3:23 PM EDT



**MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY**

Member: City of Escanaba  
 QUOTE NUMBER Q000013515  
 QUOTE PROPERTY LIST REPORT  
 EFFECTIVE DATES 7/1/2022 To 7/1/2023

Location Address		Location Description		
1.	410 Ludington Street, Escanaba, MI 49829	City Hall/Library		
	Building Description	Building Value	Contents Value	Total Value
	City Hall/Library	\$7,931,232	\$2,733,542	\$10,664,774
<b>Location Totals</b>		<b>\$7,931,232</b>	<b>\$2,733,542</b>	<b>\$10,664,774</b>

Location Address		Location Description		
2.	1711 Sheridan Rd., Escanaba, MI 49829	Electric Building Offices		
	Building Description	Building Value	Contents Value	Total Value
	Electric Offices/Garage	\$1,679,818	\$477,030	\$2,156,848
	Electric Sub - Garage (Switch Station)	\$110,107	\$76,697	\$186,804
	Electric Sub - 1821 7th Ave. (Switch Station)	\$0	\$164,352	\$164,352
	Electric Sub - N 30th	\$33,031	\$164,352	\$197,383
	Electric Sub - North Shore	\$33,031	\$164,352	\$197,383
<b>Location Totals</b>		<b>\$1,855,987</b>	<b>\$1,046,783</b>	<b>\$2,902,770</b>

Location Address		Location Description		
3.	1705 Sheridan Rd., Escanaba, MI 49829	Public Works Complex		
	Building Description	Building Value	Contents Value	Total Value
	Public Works Offices/Garage	\$4,354,498	\$937,980	\$5,292,478
	Salt Dome	\$216,440	\$0	\$216,440
	Electric Warehouse	\$800,391	\$321,593	\$1,121,984
	Water Storage Building	\$144,841	\$32,159	\$177,000
<b>Location Totals</b>		<b>\$5,516,170</b>	<b>\$1,291,732</b>	<b>\$6,807,902</b>

Location Address		Location Description		
4.	313 Lakeshore Dr., Escanaba, MI 49829	Beach House		
	Building Description	Building Value	Contents Value	Total Value
	Beach House	\$567,445	\$26,799	\$594,244
<b>Location Totals</b>		<b>\$567,445</b>	<b>\$26,799</b>	<b>\$594,244</b>

Location Address		Location Description		
5.	625 Lakeshore Dr., Escanaba, MI 49829	Ludington Park Restroom		
	Building Description	Building Value	Contents Value	Total Value
	Ludington Park Restroom	\$234,914	\$26,799	\$261,713
<b>Location Totals</b>		<b>\$234,914</b>	<b>\$26,799</b>	<b>\$261,713</b>

Location Address		Location Description		
6.	735 Lakeshore Dr., Escanaba, MI 49829	Band Shell		
Building Description		Building Value	Contents Value	Total Value
Band Shell		\$186,598	\$26,799	\$213,397
<b>Location Totals</b>		<b>\$186,598</b>	<b>\$26,799</b>	<b>\$213,397</b>

Location Address		Location Description		
7.	1 Water Plant Road, Escanaba, MI 49829	Water Plant		
Building Description		Building Value	Contents Value	Total Value
Main Plant/Offices/Lab		\$7,641,005	\$80,398	\$7,721,403
Carbon Building		\$1,377,348	\$37,519	\$1,414,867
Well House		\$9,443	\$0	\$9,443
<b>Location Totals</b>		<b>\$9,027,796</b>	<b>\$117,917</b>	<b>\$9,145,713</b>

Location Address		Location Description		
8.	3501 18th Ave., Escanaba, MI 49829	Wastewater Treatment Plant		
Building Description		Building Value	Contents Value	Total Value
Administration/Lab		\$2,502,183	\$53,599	\$2,555,782
Generator Shed		\$32,506	\$277,571	\$310,077
Headworks Building		\$1,757,212	\$26,799	\$1,784,011
New Garage		\$107,017	\$32,159	\$139,176
Heat Exchanger Building		\$298,426	\$11,792	\$310,218
Sewer Truck Storage		\$94,337	\$166,156	\$260,493
Secondary Building		\$978,902	\$0	\$978,902
Piping Control Building		\$11,476	\$0	\$11,476
Garage		\$49,410	\$169,114	\$218,524
Vactor Garage - 1900 Willow Creek Road		\$196,539	\$0	\$196,539
Admin Building - 1900 Willow Creek Road		\$490,305	\$42,509	\$532,814
<b>Location Totals</b>		<b>\$6,518,313</b>	<b>\$779,699</b>	<b>\$7,298,012</b>

Location Address		Location Description		
9.	211 N. 21st St., Escanaba, MI 49829	Civic Center		
Building Description		Building Value	Contents Value	Total Value
Civic Center		\$3,886,528	\$96,478	\$3,983,006
<b>Location Totals</b>		<b>\$3,886,528</b>	<b>\$96,478</b>	<b>\$3,983,006</b>

Location Address		Location Description		
10.	7th Ave. S., Escanaba, MI 49829	Royce Park Shelter		
Building Description		Building Value	Contents Value	Total Value
Royce Park Shelter		\$157,193	\$1,072	\$158,265
<b>Location Totals</b>		<b>\$157,193</b>	<b>\$1,072</b>	<b>\$158,265</b>

Location Address		Location Description		
11.	1900 3rd Ave. N., Escanaba, MI 49829	Public Safety		
Building Description		Building Value	Contents Value	Total Value
Public Safety		\$3,746,826	\$289,434	\$4,036,260
<b>Location Totals</b>		<b>\$3,746,826</b>	<b>\$289,434</b>	<b>\$4,036,260</b>

Location Address		Location Description		
12.	17 Water Plant Rd., Escanaba, MI 49829	New Harbormaster		
Building Description		Building Value	Contents Value	Total Value
New Harbormaster		\$492,129	\$37,519	\$529,648
Old Harbormaster		\$53,143	\$0	\$53,143
<b>Location Totals</b>		<b>\$545,272</b>	<b>\$37,519</b>	<b>\$582,791</b>

Location Address		Location Description		
13.	1351 N. 19th St., Escanaba, MI 49829	Webster Park		
Building Description		Building Value	Contents Value	Total Value
Shelter House		\$145,277	\$0	\$145,277
<b>Location Totals</b>		<b>\$145,277</b>	<b>\$0</b>	<b>\$145,277</b>

Location Address		Location Description		
14.	North Shore St., Escanaba, MI 49829	North Shore Utility Building		
Building Description		Building Value	Contents Value	Total Value
North Shore Utility Building		\$51,538	\$22,215	\$73,753
<b>Location Totals</b>		<b>\$51,538</b>	<b>\$22,215</b>	<b>\$73,753</b>

Location Address		Location Description		
15.	101 Ludington St., Escanaba, MI 49829	Ludington St. Pump Station/Restrooms		
Building Description		Building Value	Contents Value	Total Value
Booster Pump Station/Restrooms		\$267,818	\$0	\$267,818
Generator Building		\$5,791	\$62,573	\$68,364
<b>Location Totals</b>		<b>\$273,609</b>	<b>\$62,573</b>	<b>\$336,182</b>

Location Address		Location Description		
16.	Wading Pool, Escanaba, MI 49829	Wading Pool		
Building Description		Building Value	Contents Value	Total Value
Storage Shed		\$20,730	\$0	\$20,730
<b>Location Totals</b>		<b>\$20,730</b>	<b>\$0</b>	<b>\$20,730</b>

Location Address		Location Description		
17.	1802 N. 19th Street, Escanaba, MI 49829--	North Substation		
Building Description		Building Value	Contents Value	Total Value
North Substation		\$32,162	\$164,352	\$196,514
<b>Location Totals</b>		<b>\$32,162</b>	<b>\$164,352</b>	<b>\$196,514</b>

Location Address		Location Description		
18.	230 Ludington Street, Escanaba, MI 49829--	Old Chamber of Commerce		
Building Description		Building Value	Contents Value	Total Value
Old Chamber of Commerce		\$159,660	\$20,605	\$180,265
<b>Location Totals</b>		\$159,660	\$20,605	\$180,265

<b>Grand Totals</b>		
Building Value	Contents Value	Total Value
\$40,857,250	\$6,744,318	\$47,601,568

Agenda Item: NB-5  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 06/06/2022

Name: Patrick Jordan

Department: City Manager

Item: Service Agreement

Meeting date requested: 6/16/2022

Explanation for request:

Administration is requesting City Council approval of the 2022/23 service agreement with the Delta County Historical Society. This item is included in the 2022/23 Budget.

**AGREEMENT**

**THE CITY OF ESCANABA**

**AND**

**THE DELTA COUNTY HISTORICAL SOCIETY**

It is agreed the Delta County Historical Society will provide the following services for the citizens of the City of Escanaba. Reasonable charges can be made for those activities designated with City Approval. In 1985, the Delta County Historical Society began restoration work on the Escanaba Lighthouse, formerly occupied by the U. S. Coast Guard. It is agreed the Delta County Historical Society will provide a Lighthouse Museum and Nautical Display and other exhibits that will be open to the public.

His Delta County Historical Society is a 501c3 entity and agrees to comply with all applicable laws related to that corporate status.

In consideration for these services, the City of Escanaba will pay to the Delta County Historical Society an amount not to exceed **Two Thousand Dollars (\$2,000)** during the fiscal year **July 1, 2022, through June 30, 2023**, for continued work and new exhibits at the museum and lighthouse. The Delta County Historical Society will furnish to the City, through the City Manager, sufficient notice of all activities to be held at the Escanaba Lighthouse. Sufficient copies should be forwarded to the City for distribution to the City Council, City Clerk and City Manager. Sufficient notices of all activities will be sent to the local media well in advance of the date of the actual activity to be held. The City of Escanaba will be acknowledged as a participant in this project.

This is a contribution for services only and the City of Escanaba assumes to liability of/for the operations of Enhance Escanaba.

This agreement in effective **July 1, 2022**, and will terminate on **June 30, 2023**.

**CITY OF ESCANABA**

**DELTA COUNTY HISTORICAL SOCIETY**

\_\_\_\_\_  
Patrick S. Jordan, City Manager

\_\_\_\_\_  
It's President

\_\_\_\_\_

Agenda Item: NB-6  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 06/06/2022

Name: Patrick Jordan

Department: City Manager

Item: Service Agreement

Meeting date requested: 6/16/2022

Explanation for request:

Administration is requesting City Council approval of the 2022/23 service agreement with the Enhance Escanaba. This item is included in the 2022/23 Budget.

**AGREEMENT**

**THE CITY OF ESCANABA**

**AND**

**Enhance Escanaba**

It is agreed that Enhance Escanaba will operate as a nonprofit corporation with the sole purpose of initiating, designing, promoting, and funding beautification projects in public, private, and historical places in the City of Escanaba.

Enhance Escanaba is a 501c3 entity and agrees to comply with all applicable laws related to that corporate status.

In consideration for these initiatives, the City of Escanaba will pay to Enhance Escanaba an amount not to exceed **Five Thousand Dollars (\$5,000)** during the fiscal year **July 1, 2022 through June 30, 2023**, for projects fitting the above categories. Enhance Escanaba will furnish to the City, through the City Manager, notice of all projects and will report to the City Council yearly, how these funds were spent. The City of Escanaba will be acknowledged as a participant in this project.

This is a contribution for services only and the City of Escanaba assumes to liability of/for the operations of Enhance Escanaba.

This agreement in effective **July 1, 2022** and will terminate on **June 30, 2023**.

**CITY OF ESCANABA**

**Enhance Escanaba**

\_\_\_\_\_  
Patrick S. Jordan, City Manager

\_\_\_\_\_  
It's President

\_\_\_\_\_  
Phil Demay, City Clerk



Agenda Item: NB-7  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 6/8/2022

Name: Wendy Taavola

Department: Engineering/Public Works

Item: S. 15th Street curbing bid

Meeting date requested: 6/16/22

Explanation for request:

Request approval of Bacco Construction bid for curbing on S. 15th Street of unit price of \$18.10 per foot. The total estimate for curb is \$63,893.00.

5/10/2022 Ph Day

2:00pm

CITY OF ESCANABA  
RECORD OF BIDS

DATE BIDS OPENED: May 10, 2022  
DESCRIPTION OF ITEM: 2022 Curb and Gutter Bid

NAME OF BIDDER	Curb and Gutter, Conc, Det C2 3,530 Ft Cost	Curb and Gutter, Conc, Det C2 3,530 Ft Total	GRAND TOTAL
UP Concrete Co	\$18.10	\$63,893.00	\$63,893.00
Arrow Const	\$23.20	\$81,896.00	\$81,896.00
Steve RL	\$26.95	\$95,133.50	\$95,133.50
Wendy Taavola			
Terry Flower			

Bacco  
Arrow  
UP Conc.

PRESENT:

Detail Abbreviations:

Street	Quad	C Curb Rem (Lft)	WR Walk Rem (Syd)	R New Ramp (sft)	W New Walk (Sft)	ADA Tile (Ea)	Surf Rem (Syd)	Hand Patch (Ton)
1st Ave So	SW	14.00	12.53	122.20	na	2.00	2.24	0.4
	SE	14.00	10.00	97.50	na	2.00	2.24	0.4
2nd Ave So	NW	14.00	27.17	161.20	96.00	2.00	2.24	0.4
	NE	14.00	32.66	159.25	147.00	2.00	2.24	0.4
	SW	14.00	20.06	156.65	36.00	2.00	2.24	0.4
3rd Ave So	SE	14.00	11.40	111.15	na	2.00	2.24	0.4
	NW	14.00	11.94	116.35	na	2.00	2.24	0.4
	NE	14.00	11.04	107.60	na	2.00	2.24	0.4
4th Ave So	SW	14.00	17.67	172.25	na	2.00	2.24	0.4
	SE	14.00	30.27	191.75	95.40	2.00	2.24	0.4
	NW	14.00	13.40	130.65	na	2.00	2.24	0.4
	NE	14.00	13.42	13.34	na	2.00	2.24	0.4
5th Ave So	SW	14.00	31.99	197.60	105.60	2.00	2.24	0.4
	SE	14.00	10.93	106.60	na	2.00	2.24	0.4
	NW	na	na	na	na	na	na	na
	NE	na	na	na	na	na	na	na
Total:		196.00	254.48	1,844.09	480.00	28.00	31.36	5.60

**PROPOSAL**

Unit of Work	Quantity	Unit	Cost	Total
Curb and Gutter, Conc, Det C2	3,530.00	Ft	<u>\$18.10</u>	<u>63,893.<sup>00</sup></u>
Grand Total			<u>\$</u>	<u>63,893.<sup>00</sup></u>

**This proposal for work within the City of Escanaba is proposed as stated above.**

Submitted by:

FIRM: Bacco Construction Company

ADDRESS: N [REDACTED]  
Iron Mountain, MI 49801

NAME: Kyle Fortier

TITLE: President

SIGNATURE: 

DATE: May 10, 2022

**PROPOSAL**

<b>Unit of Work</b>	<b>Quantity</b>	<b>Unit</b>	<b>Cost</b>	<b>Total</b>
Curb and Gutter, Conc, Det C2	3,530.00	Ft	<u>23.20</u>	<u>81,896.00</u>
<b>Grand Total</b>			<b>\$</b>	<u>81,896.00</u>

**This proposal for work within the City of Escanaba is proposed as stated above.**

Submitted by:

FIRM: Arrow Constructions, Inc.

ADDRESS: [REDACTED]

Negaunee, MI 49866

NAME: Mark Johnson

TITLE: President

SIGNATURE: 

DATE: 5/10/2022

PROPOSAL

Unit of Work	Quantity	Unit	Cost	Total
Curb and Gutter, Conc, Det C2	3,530.00	Ft	26.95	95,133.50
		Grand Total		\$ 95,133.50

This proposal for work within the City of Escanaba is proposed as stated above.

Submitted by:

FIRM:

UP Concrete Co.

ADDRESS

Bark River MI 49807

NAME:

Melvin Stenberg

TITLE:

President

SIGNATURE:

Melvin Stenberg

DATE:

5-10-2022

**2022 CITY OF ESCANABA CURBING BID (1)**

TO BIDDERS: Tuesday April 26<sup>th</sup>, 2022  
ADVERTISED: Week of April 26<sup>th</sup>, 2022 – Escanaba Daily Press  
BID OPENING: Tuesday May 10<sup>th</sup>, 2022

Bacco Construction Company, Inc.

[REDACTED]  
Iron Mountain, MI 49801

Arrow Constructions

[REDACTED]  
Negaunee, MI 49866

UP Concrete

[REDACTED]  
Bark River, MI 49807

## **NOTICE TO BIDDERS**

Sealed bids will be received by the City of Escanaba at the office of the City Clerk, on or before 2:00 p.m. - local time – on Tuesday May 10th, 2022.

### **CURBING BIDS**

Bids will be publicly opened and read in the City Clerk's office at said time and date.

Bid proposals and/or specifications may be obtained from the office of the City Clerk, located at 410 Ludington Street, Escanaba, Michigan 49829. No bid will be considered unless the proposal from and/or specifications (furnished by the City of Escanaba, Michigan) are properly completed and enclosed in a sealed envelope marked:

#### **"2022 Curb and Gutter Bid"**

In addition, the City of Escanaba, Michigan, will not consider any proposal which has not been received prior to the published time, date and year of bid opening. FAX transmittals will not be accepted.

A certified check, cashier's check, or Bidder's Bond, drawn payable - without condition - to the City of Escanaba, Michigan, in an amount not less than 10% of the bid will be submitted with each proposal as a guarantee that if the bid is accepted, the bidder will furnish materials or services as stated in his proposal. On failure of the successful bidder to fulfill the conditions of his/her proposal, he/she shall forfeit said deposit to the City of Escanaba, Michigan, as liquidated damages. The acceptance of the proposal will be contingent upon the bidder's acceptance of this provision.

The City of Escanaba, Michigan, reserves the right to reject any or all bids, or any part thereof, at its discretion and to waive any irregularities in the bidding. The City of Escanaba, Michigan, may also split bids at its discretion. The City further reserves the right to negotiate directly with any and all bidders concerning any matter related to any bid.

All City of Escanaba, Michigan, bids are prepared so as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba, Michigan, assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

Any questions concerning this bid should be directed to the City of Escanaba City Engineer, Bob Becotte (906) 786-1842.



### **Description of Work**

Install MDOT C2 concrete curb and gutter according to this special provision on South 15<sup>th</sup> Street from 1<sup>st</sup> Avenue South to 5<sup>th</sup> Avenue South: Exact removal areas to be marked in the field prior to Construction by the Engineer.

### **Materials**

Use materials conforming to section 802 of the current 2020 MDOT Standard Specifications for Construction.

### **Construction**

Construct MDOT C2 Concrete curb and gutter according to the current MDOT Standard Plan R-30-G series, and section 802 of the current 2012 MDOT Standard Specifications for Construction.

The City of Escanaba will prep all curbing areas for placement of new concrete curb and gutter and the City of Escanaba will also do all cleanup and restoration after the concrete curb and gutter is poured in place. The Contractor is only responsible for trimming and placing the new concrete curb and gutter in place. The Engineer will determine placement of any driveway openings and sidewalk ramp openings in the field. There are no plans for this project. Work to be coordinated with City, expected to be mid-summer. Exact date of construction to be determined at a later date.

### **Measurement and Payment**

This work will be measured and paid as specified in section 802 of the 2020 MDOT Standard Specifications for Construction using the following contract item (pay item).

Measurement and Payment shall be at the contract unit price as follows:

Curb and Gutter, Conc, Det C2	Foot
-------------------------------	------

## INSURANCE

The Contractor shall furnish proof of insurance establishing minimum coverage's in writing to the City Engineer as follows:

### Worker's Compensation

Coverage A	Statutory
Coverage B	\$100,000

### Comprehensive General Liability

Per occurrence	\$1,000,000
General Aggregate	\$1,000,000
Products/completed operations	\$1,000,000
General Aggregate	\$1,000,000

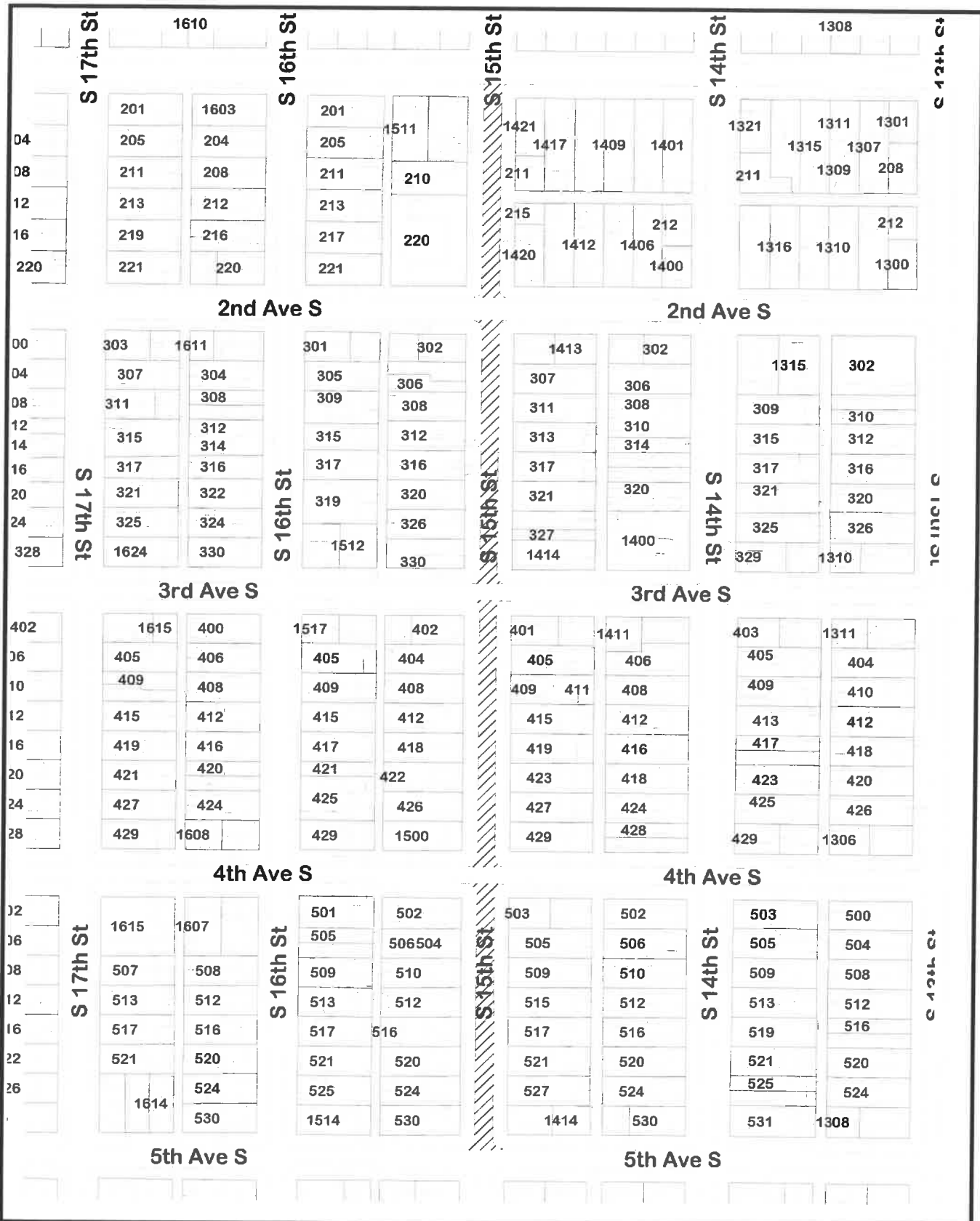
### Comprehensive Automobile Liability

Combined Single Limits	\$1,000,000
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The City of Escanaba shall be named as "additional insured" on all certificates. All policies affording coverages required in this section shall further be endorsed to provide a ten (10) day notice to be delivered to the City before any coverages are either reduced or cancelled.

The Contractor shall furnish Performance and Payment Bonds, each in an amount at least equal to the contract price as security for the faithful performance and payment of all Contractor's obligations under the contract. These bonds shall remain in effect at least until 6 months after the final payment.

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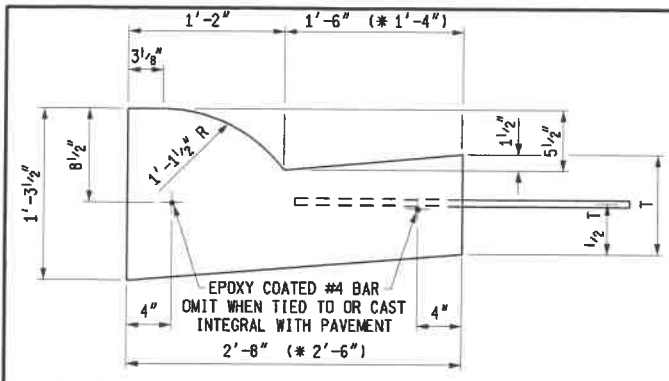
**Curbside Replacement Areas**  
 South 15th Street – 1st Ave So to 5th Ave So

**CITY OF ESCANABA**

410 LUDINGTON ST. ESCANABA, MICH. 49829 (906) 786-9402



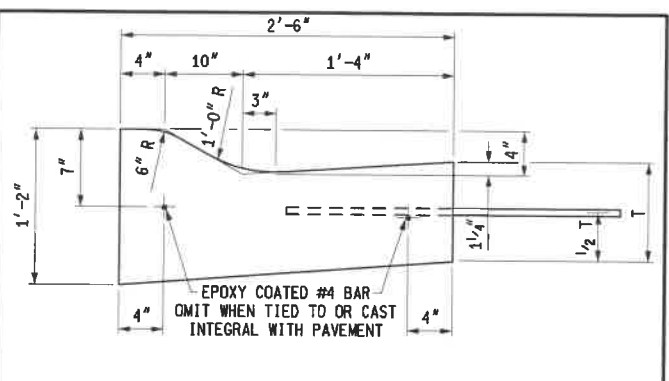
DATE: 04/20/2022
SCALE: NA
DRWG. NO.: 1 of 1



(\* GUTTER PAN WIDTH MAY BE REDUCED WHEN APPROVED BY THE ENGINEER)

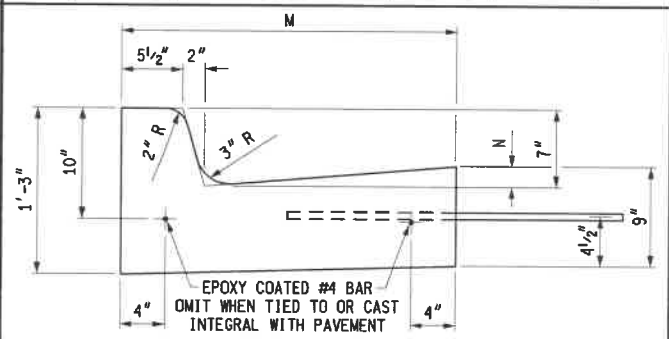
DETAIL	DIMENSION		LANE TIES	CONCRETE CYD / LFT	CONCRETE CYD / LFT
	T				
B1	9"		AS SHOWN	0.0900	(* 0.0855)
B2	9"		OMITTED	0.0900	(* 0.0855)
B3	10"		AS SHOWN	0.0941	(* 0.0894)

B



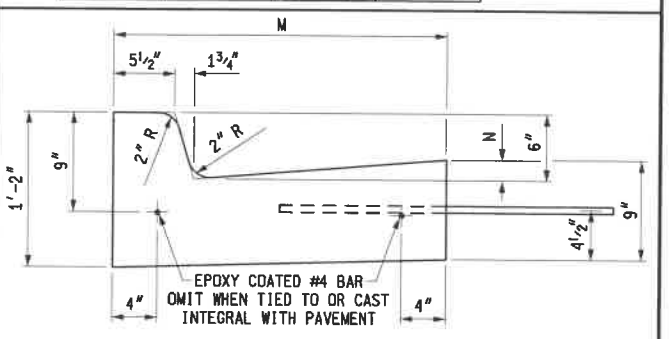
DETAIL	DIMENSION		LANE TIES	CONCRETE CYD / LFT
	T			
D1	9"		AS SHOWN	0.0788
D2	9"		OMITTED	0.0788
D3	10"		AS SHOWN	0.0826

D



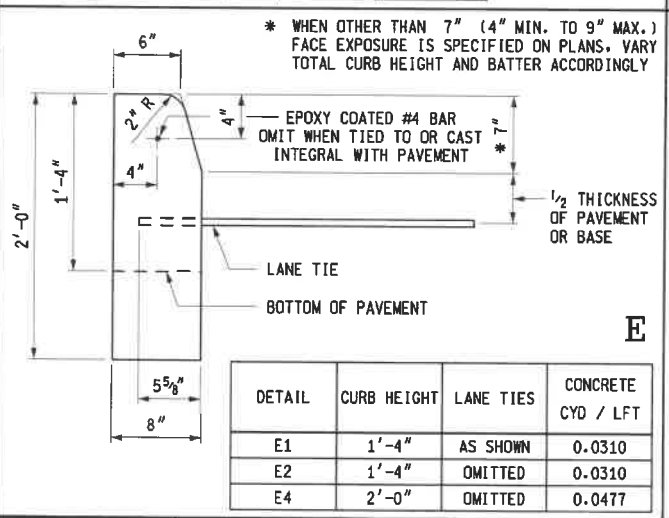
DETAIL	DIMENSION		LANE TIES	CONCRETE CYD / LFT
	M	N		
C1	1'-6"	7/8"	AS SHOWN	0.0506
C2	1'-6"	7/8"	OMITTED	0.0506
C3	2'-0"	1 3/8"	AS SHOWN	0.0632
C4	2'-0"	1 3/8"	OMITTED	0.0632
C5	2'-6"	1 7/8"	AS SHOWN	0.0757
C6	2'-6"	1 7/8"	OMITTED	0.0757

C



DETAIL	DIMENSION		LANE TIES	CONCRETE CYD / LFT
	M	N		
F1	1'-6"	7/8"	AS SHOWN	0.0484
F2	1'-6"	7/8"	OMITTED	0.0484
F3	2'-0"	1 3/8"	AS SHOWN	0.0610
F4	2'-0"	1 3/8"	OMITTED	0.0610
F5	2'-6"	1 7/8"	AS SHOWN	0.0737
F6	2'-6"	1 7/8"	OMITTED	0.0737

F



DETAIL	CURB HEIGHT	LANE TIES	CONCRETE CYD / LFT
E1	1'-4"	AS SHOWN	0.0310
E2	1'-4"	OMITTED	0.0310
E4	2'-0"	OMITTED	0.0477

E

\* WHEN OTHER THAN 7" (4" MIN. TO 9" MAX.) FACE EXPOSURE IS SPECIFIED ON PLANS, VARY TOTAL CURB HEIGHT AND BATTER ACCORDINGLY

**MDOT**  
Michigan Department of Transportation

PREPARED BY  
DESIGN DIVISION

DRAWN BY: B.L.T.

CHECKED BY: W.K.P.

DEPARTMENT DIRECTOR  
Kirk T. Steudle

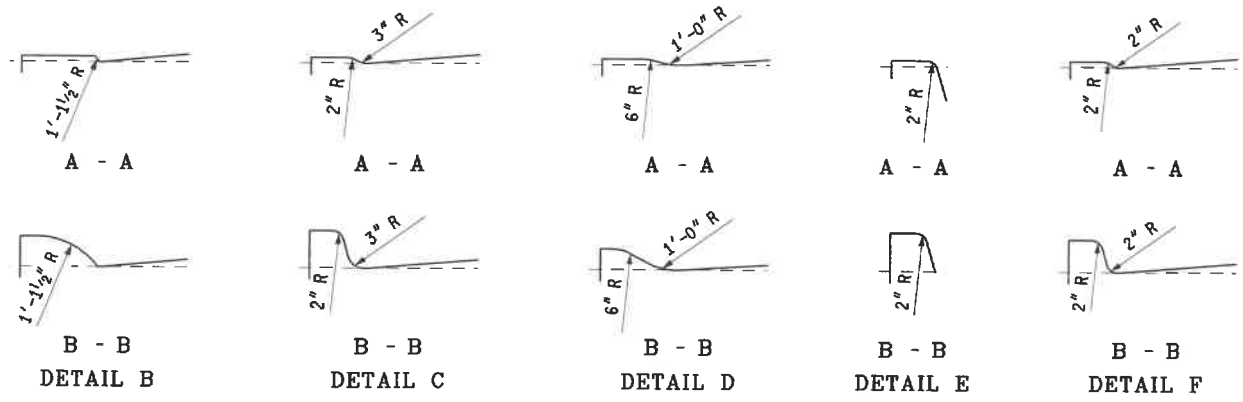
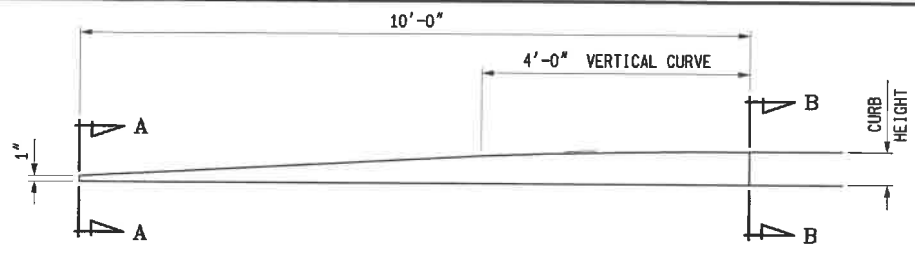
APPROVED BY: *Randy Van Pelt*  
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: *Neil A. Van Pelt*  
DIRECTOR, BUREAU OF HIGHWAY DEVELOPMENT

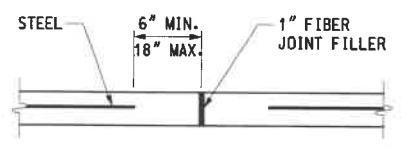
MICHIGAN DEPARTMENT OF TRANSPORTATION  
BUREAU OF HIGHWAY DEVELOPMENT STANDARD PLAN FOR

**CONCRETE CURB AND  
CONCRETE CURB & GUTTER**

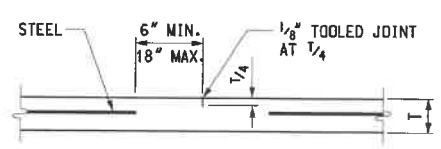
9-30-2014 F.H.W.A. APPROVAL	2-6-2014 PLAN DATE	<b>R-30-G</b>	SHEET 1 OF 2
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**CONCRETE CURB, CURB AND GUTTER ENDINGS**



**1" FIBER JOINT FILLER**



**CONTRACTION JOINT**

**NOTES:**

CURB AND GUTTER RADII SHALL BE DIMENSIONED TO THE FRONT EDGE OF THE GUTTER PAN OR EDGE OF PAVEMENT.

CONCRETE CURB AND GUTTER ENDINGS WILL BE PAID FOR IN LINEAR FEET OF THE ADJACENT CURB DETAIL.

JOINTS SHALL BE PLACED AT RIGHT ANGLES TO THE EDGE OF CONCRETE CURB AND GUTTER.

JOINTS DETAILED ON THE PLANS SHALL SUPERSEDE THOSE SPECIFIED ON THIS STANDARD PLAN.

BOTTOM SLOPE OF CURB AND GUTTER STRUCTURE MAY BE THE SAME SLOPE AS BOTTOM OF PAVEMENT. BACK OF CURB AND VERTICAL EDGE OF GUTTER PAN MAY HAVE A MAXIMUM 1/2" BATTER TO FACILITATE FORMING.

WHEN CURB AND GUTTER IS CAST INTEGRALLY, SEE CURRENT STANDARD PLAN R-31-SERIES.

ALL JOINTS FOR CURB OR CURB AND GUTTER ARE INCLUDED IN THE PAY ITEM FOR THE CURB OR CURB AND GUTTER.

JOINTS IN CURB OR CURB AND GUTTER NOT TIED TO CONCRETE PAVEMENT; ADJACENT TO CONCRETE BASE COURSE; OR ADJACENT TO HMA PAVEMENT:

- A. PLACE 1" FIBER JOINT FILLER AT 400' MAXIMUM INTERVALS.
- B. PLACE 1" FIBER JOINT FILLER AT SPRING POINTS OF INTERSECTING STREETS.
- C. PLACE 1/2" ISOLATION JOINT AT CATCH BASINS PER STANDARD PLAN R-37-SERIES.
- D. PLACE CONTRACTION JOINTS AT 40' MAXIMUM INTERVALS.

JOINTS IN CURB OR CURB AND GUTTER TIED TO JOINTED PAVEMENT

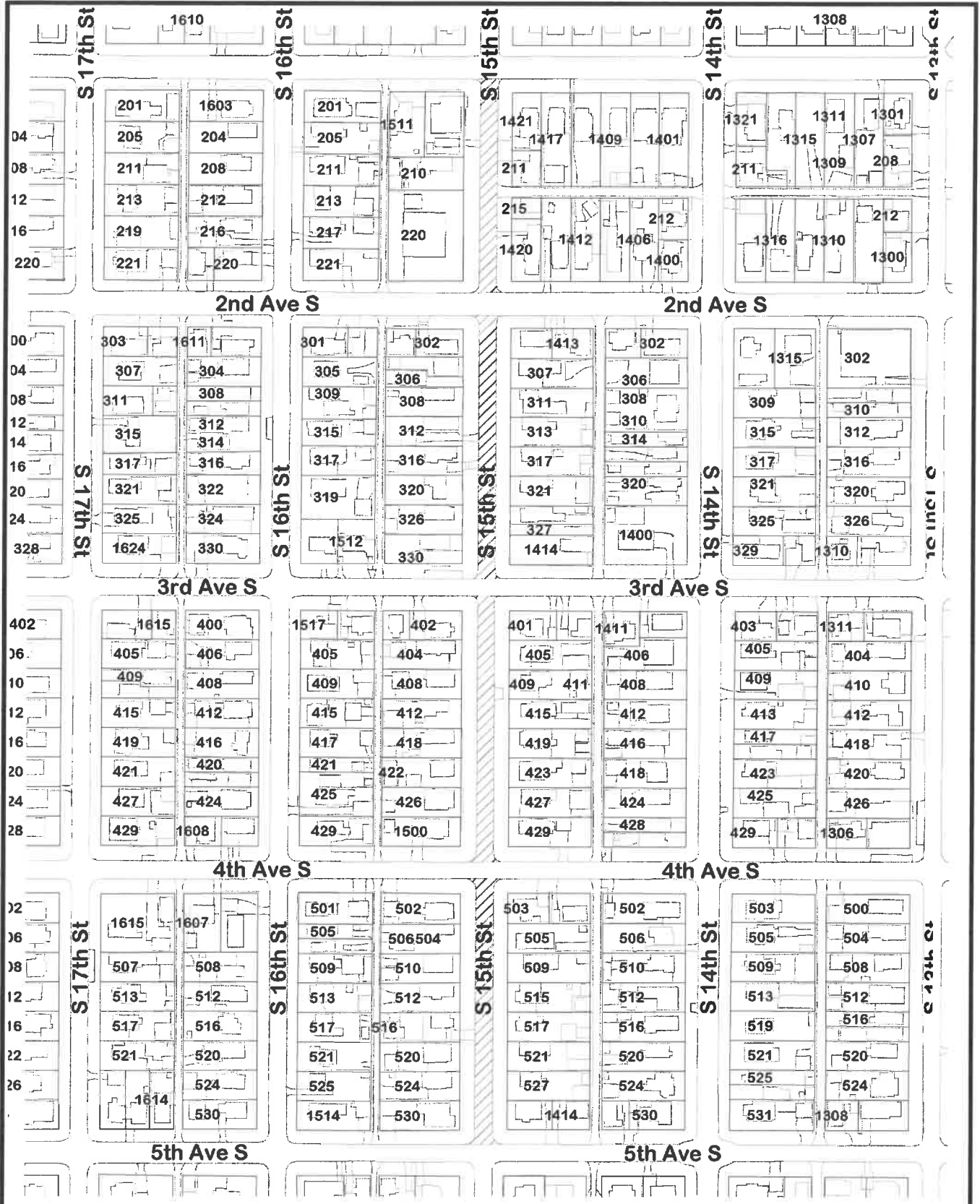
- A. PLACE 1" FIBER JOINT FILLER OPPOSITE ALL TRANSVERSE EXPANSION JOINTS IN PAVEMENT.
- B. PLACE 1/2" ISOLATION JOINT AT CATCH BASINS PER STANDARD PLAN R-37-SERIES.
- C. PLACE CONTRACTION JOINTS OPPOSITE ALL TRANSVERSE CONTRACTION JOINTS IN PAVEMENT.
- D. A SYMBOL (B) JOINT SHALL BE PLACED BETWEEN CURB OR CURB AND GUTTER AND ADJACENT CONCRETE PAVEMENT AS SPECIFIED ON STANDARD PLAN R-41-SERIES.

MICHIGAN DEPARTMENT OF TRANSPORTATION  
BUREAU OF HIGHWAY DEVELOPMENT STANDARD PLAN FOR

**CONCRETE CURB AND  
CONCRETE CURB & GUTTER**

9-30-2014 F.H.W.A. APPROVAL	2-6-2014 PLAN DATE	<b>R-30-G</b>	SHEET 2 OF 2
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**Curb Replacement Areas**  
 South 15th Street – 1st Ave So to 5th Ave So

**CITY OF ESCANABA**

410 LUDINGTON ST. ESCANABA, MICH. 49829 (906) 786-9402

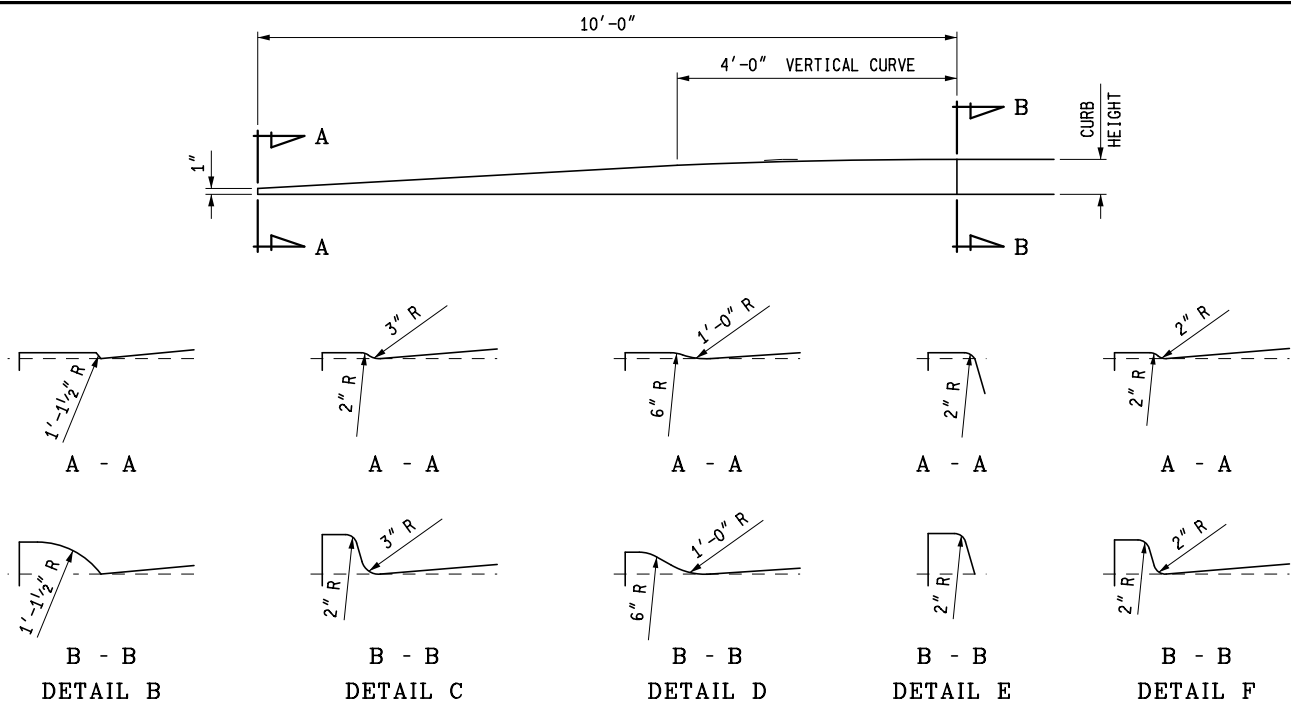


DATE:  
04/20/2022

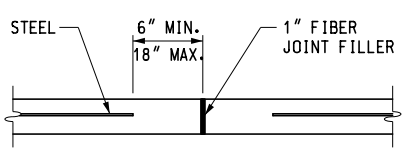
SCALE:

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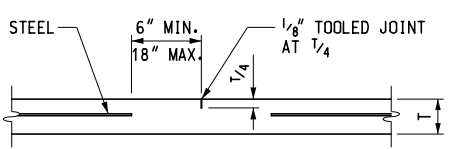
DRWG. NO.:  
1 of 1



**CONCRETE CURB, CURB AND GUTTER ENDINGS**



**1" FIBER JOINT FILLER**



**CONTRACTION JOINT**

**NOTES:**

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- JOINTS DETAILED ON THE PLANS SHALL SUPERSEDE THOSE SPECIFIED ON THIS STANDARD PLAN.
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MICHIGAN DEPARTMENT OF TRANSPORTATION  
BUREAU OF HIGHWAY DEVELOPMENT STANDARD PLAN FOR

**CONCRETE CURB AND  
CONCRETE CURB & GUTTER**

9-30-2014 F.H.W.A. APPROVAL	2-6-2014 PLAN DATE	<b>R-30-G</b>	SHEET 2 OF 2
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Agenda Item: NB-8  
Date 06/16/2022

## City Council Agenda Item Request

Date: 6/9/22

Name: Wendy Taavola

Department: Engineering/Public Works

Item: General Service Agreement with C2AE for Engineering Services

Meeting date requested: 6/16/22

Explanation for request:

Request approval to contract with C2AE of Escanaba to provide engineering services at on an as needed basis. Engineering services will be billed at an hourly rate as stated in the contract.



June 2, 2022

Mr. Patrick Jordon  
City Manager  
City of Escanaba  
PO Box 948  
Escanaba, MI 49829

Re: Proposal for Professional Services: General Engineering Services - 2022

Dear Mr. Jordan,

In response to our recent discussions with your engineering staff, we are pleased to submit for consideration this agreement to provide general engineering services to the City of Escanaba. We propose to provide general engineering services in accordance with the following parameters:

- General engineering services may include preliminary feasibility studies, project close out tasks, funding applications, preparation of design, cost estimates, construction related field services, preparation of bid documents, site plan/plat reviews and other services via subconsultant, as specifically authorized by the City.
- Engineering services will be provided for each request as authorized by the City of Escanaba within a mutually agreed budget. Reimbursement for engineering services will be made in accordance with the current C2AE schedule of rates and charges at the time of the services. Today's rate schedule is attached for your reference.
- We will not charge for requests which can be handled by a quick check of our files or references. However, when the time required to provide the requested input involves lengthy research, we will charge the time to the general services account.
- Invoices will be presented on a monthly basis and are due upon receipt.
- This agreement shall remain in effect beginning June 2, 2022 and ending upon 30 days' written notice from either party.

Contract provisions consistent with those previously negotiated between the City of Escanaba and C2AE are attached and included in this agreement. If the terms and conditions as stated are acceptable, please countersign and return one (1) copy to our office. Please do not hesitate to contact us should you have any questions or concerns, or if you need additional information.

Sincerely,  
C2AE



Darren Pionk, PE  
Project Manager

Accepted:  
City of Escanaba

\_\_\_\_\_  
Patrick Jordan, City Manager

Date: \_\_\_\_\_

# HOURLY BILLING RATES



Classification	Description	Hourly Billing Rate Range
A8	Engineer/Architect/Landscape Architect	\$200 - \$290
A7	Engineer/Architect/Landscape Architect	\$180 - \$255
A6	Engineer/Architect/Landscape Architect	\$155 - \$225
A5	Engineer/Architect/Landscape Architect	\$140 - \$200
A4	Engineer/Architect/Landscape Architect	\$125 - \$175
A3	Engineer/Architect/Landscape Architect	\$110 - \$155
A2	Engineer/Architect/Landscape Architect	\$95 - \$135
A1	Engineer/Architect/Landscape Architect	\$80 - \$110
(T)A-4	Architectural/Engineering Designer	\$115 - \$170
(T)A-3	Architectural/Engineering Designer	\$100 - \$145
(T)A-2	Architectural/Engineering Designer	\$85 - \$120
(T)A-1	Architectural/Engineering Designer	\$65 - \$95
B3	Resident Project Representative/Survey Technician	\$100 - \$130
B2	Resident Project Representative/Survey Technician	\$70 - \$110
B1	Resident Project Representative/Survey Technician	\$45 - \$75
C3	Administrative	\$60 - \$90
C2	Administrative	\$50 - \$70
C1	Administrative	\$35 - \$55

(1) The foregoing rates include employee fringe benefits, computer time, overhead, other indirect costs and profit. Legal proceedings, including but not limited to case preparation, depositions, interrogatories, court appearances, will be billed at the above hourly rates plus ten (10) percent.

(2) Rates are effective through December 31, 2022.

(3) Expenses will be invoiced at cost plus ten (10) percent administrative fee.

(4) All invoices are due upon receipt.

(5) This information is confidential and is not to be duplicated, used or disclosed in whole or in part, for any purpose other than for which it has been submitted without written authorization by one of the firm's principals.

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 Escanaba, Michigan, hereinafter called the OWNER, hereby agree to the following conditions:

- A. Limit of Scope: The services provided by the A|E CONSULTANT may include, but not be limited to, the preparation of reports, studies, preliminary designs and opinions of probable construction costs, site plan and utility reviews, attendance at administrative and public meetings and other general services requested by the OWNER.

Separate agreements will be entered into for design and construction services and for information technology services on a project-specific basis.

- B. 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.
- C. 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.
- D. 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.
- E. 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.)
- F. 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.
- G. 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.

- H. 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 as stated above 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.
- I. 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.
- J. 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 C2AE fee.
- K. 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.
- L. 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.

Agenda Item: NB-9  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 6/8/22

Name: Wendy Taavola

Department: Engineering/Public Works

Item: S. 15th Street ADA Ramp Construction Quote

Meeting date requested: 6/16/22

Explanation for request:

Request approval of the unit prices as quoted by Bacco Construction to complete the ADA sidewalk ramps on S. 15th Street as part of their curbing contract. Bacco Construction quoted a total of \$44,648.78 to complete sidewalk ramps on S. 15th Street between 1st Avenue S and 5th Avenue S.

**Bacco Construction**  
**Schedule of Items (Itemized Bid Sheet)**

**Letting Date:** Wednesday, June 1, 2022 12:00 PM

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**Contract ID:** 22-0005  
**Location:** South 15th Street 1st Ave So to 5th Ave So  
**Description:** New ADA Ramps and Sidewalk

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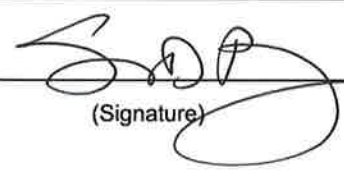
<b>Project Number:</b> 22-0005	<b>Project Engineer:</b> Terry Flower
<b>Estimate Number:</b> 1	<b>Date Created:</b> 5/17/2022
<b>Project Type:</b> Miscellaneous	<b>Fed/State #:</b>
<b>Location:</b> South 15th Street	<b>Fed Item:</b>
1st Ave So to 5th Ave So	<b>Control Section:</b>
<b>Description:</b> New ADA Ramps and Sidewalk	

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**Instructions to Bidders:**

Pay Item	Description	Quantity	Units	Unit Price		Bid Amount		
				Dollars	Cts	Dollars	Cts	
1500001	Mobilization, Max	1	LSUM	4800	00	4800	00	
2040021	Curb, Rem	196	Ft	25	40	4978	40	
2040055	Sidewalk, Rem	254.48	Syd	11	50	2926	52	
5010005	HMA Surface, Rem	31.36	Syd	23	30	730	69	
5010025	Hand Patching	5.6	Ton	224	00	1254	40	
8020021	Curb and Gutter, Conc, Det C2	196	Ft	33	80	6624	80	
8030010	Detectable Warning Surface	70	Ft	57	70	4039	00	
8030034	Sidewalk Ramp, Conc, 4 inch	1,844.09	Sft	8	55	15766	97	
8030044	Sidewalk, Conc, 4 inch	480	Sft	7	35	3528	00	
<b>Total Bid:</b>							44648	78

Contractor: Bauco Construction Co.

 (Signature)      5/20/22 (Date)

Agenda Item: NB-10  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 6/8/22

Name: Wendy Taavola

Department: Engineering/Public Works

Item: Designated Street Administrator

Meeting date requested: 6/16/22

Explanation for request:

Request resolution for designation of Wendy Taavola, Interim City Engineer, as the Street Administrator as required by the Michigan Department of Transportation Public Act 51.



# RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

*This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.*

**MAIL TO:** Michigan Department of Transportation, Bureau of Finance and Administration, P.O. Box 30050, **Lansing, MI 48909.**  
or Fax to: 517-241-2589

**NOTE:** Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner \_\_\_\_\_

offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this <sup>act.</sup>"

Therefore, be it resolved, that this Honorable Body designate Wendy Taavola

\_\_\_\_\_ as the single Street Administrator for the City or Village of

\_\_\_\_\_ in all transactions with the State Transportation Department as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner \_\_\_\_\_

Yeas \_\_\_\_\_

Nays \_\_\_\_\_

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting of the governing body of this municipality on the \_\_\_\_\_ day of \_\_\_\_\_

CITY OR VILLAGE CLERK (SIGNATURE)	EMAIL ADDRESS	DATE
STREET ADMINISTRATOR (SIGNATURE)	EMAIL ADDRESS	DATE
ADDRESS OF CITY OR VILLAGE OFFICE		P.O.BOX
CITY OR VILLAGE	ZIP CODE	PHONE NUMBER

Agenda Item: NB-11  
Date: 06/16/2022

## City Council Agenda Item Request

Date: 6/10/22

Name: Wendy Taavola

Department: Engineering/Public Works

Item: Street Paving Update

Meeting date requested: 6/16/22

Explanation for request:

The Engineering Department would like to update the council on this year's street paving schedule and prioritizing projects using the PASER rating system.

Agenda Item: NB-12  
Date: 06/16/2022

## City Council Agenda Item Request

Date: June 10, 2022

Name: Patrick Jordan

Department: Public Safety

Item: Update on status of ongoing investigation

Meeting date requested: June 16, 2022

Explanation for request:

Public Safety Detective will give update on investigation ongoing since early 2020.