

There will be a brief Election Commission at 5:50 pm prior to the Council meeting.

ALPENA CITY COUNCIL MEETING

March 21, 2022 – 6:00 p.m.

AGENDA

The Meeting Will be Held In-Person at City Hall. The Meeting Can Be Viewed Virtually with the Login Information as Follows:

From a Computer, Tablet or Smartphone: <https://www.gotomeet.me/CityofAlpena>

Dial in Using a Phone: United States: [+1 \(646\) 749-3112](tel:+16467493112)

Access Code: 667-050-061

1. Call to Order.
2. Pledge of Allegiance.
3. Approval and Modification of the Agenda.
4. Approve Minutes – Regular Session of March 07, 2022.
5. Citizens Appearing Before Council on Agenda and Non-Agenda Items (Citizens Shall be Allowed a Maximum of Five (5) Minutes Each to Address Their Concerns. This is the Only Time During a Council Meeting that Citizens are Allowed to Address the Council).
6. Public Hearing.
7. Consent Agenda.
 - A. Bills to be Allowed, in the Amount of \$206,323.15.
 - B. Council Reappointment of Julie Krajniak to the Retirement Board for a Two-Year Term Expiring on April 1, 2024.
 - C. Correction to the February 21, 2022, Council Meeting Minutes to Add the Statement: “Motion Carried 5-0” Under the Consent Agenda Section of the Minutes and Also Under the Council Policy No. 59 Capital Asset Management Section.
8. Presentations.
9. Announcements.
10. Mayoral Proclamation.
11. Report of Officers.

First Reading of Ordinance Which Amends the City of Alpena Zoning Ordinance Article 3 (General Provisions), Article 4 (Signs), Article 5 (Zoning Districts) and Article 7 (Supplemental Development Regulations) – Bill Pfeifer, City Attorney.
12. Communications and Petitions.
 - A. Thunder Bay Arts Council Informational Report and Budget Request – Tim Kuehnlein, 2nd Vice President.

- B. Wildlife Sanctuary Board Informational Report and Budget Request – Terry Gougeon, Chair.
13. Unfinished Business.
- Election Polling Location Consolidation – Anna Soik, City Clerk.
14. New Business.
- A. Mich-e-ke-wis Park Volleyball Courts Recreation Passport Grant – Stephen Shultz, City Engineer.
- B. Bay View Park Restroom Design Services Proposal – Stephen Shultz, City Engineer.
- C. Blair Street Park Repairs Bid – Stephen Shultz, City Engineer.
- D. Thunder Bay River Center/Land and Water Conservation Fund Grant – Stephen Shultz, City Engineer.
- E. Alpena Marina – Waterways Program Grant – Shannon Smolinski, Harbormaster.
15. Adjourn to Closed Session to Discuss: (1) an Update Regarding Proposed Litigation with the Alpena Prototype Biorefinery, LLC, American Process, Inc., and GranBio LLC; (2) the Water and Sewer Litigation, and (3) an Attorney/Client Discussion of the Sale of City-Owned Property Located at US 23 North.
16. Return to Open Session.
17. Possible Action on Sale of City-Owned Property Located at US 23 North.
18. Adjourn.



Rachel Smolinski
City Manager

COUNCIL PROCEEDINGS

March 07, 2022

The Municipal Council of the City of Alpena met in regular session in person on the above date and was called to order at 6:00 p.m. by the Mayor Pro Tem.

Present: Mayor Pro Tem Johnson, Councilmembers Nowak, Mitchell and Walchak.

Absent: Mayor Waligora.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

Moved by Councilmember Mitchell, seconded by Councilmember Walchak, to approve the agenda.

Motion carried 4-0, 1 absent.

MINUTES

The minutes of the regular session of February 21, 2022 were approved as printed. Councilmember Walchak made a motion to approve the minutes, but then subsequently rescinded the motion as she was reminded that the Council doesn't make a motion to approve the minutes.

CONSENT AGENDA

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, that the following Consent Agenda items be approved:

- A. Bills to be allowed, in the amount of \$372,447.27.
- B. Approval of the 2021 industrial facility tax monitoring reports.
- C. Mayoral appointment of Quintin Meek to the Downtown Development Authority for a four-year term expiring on March 1, 2026.

- D. Authorization for Mayor Waligora and Clerk Soik to sign the discharge of deferred payment mortgage between Thunder Bay Holdings LLC and the City of Alpena.

Motion carried 4-0, 1 absent.

ORDINANCE 22-471

Moved by Councilmember Mitchell, seconded by Councilmember Nowak, to adopt Ordinance 22-471, which amends the City of Alpena Zoning Map.

Motion carried 4-0, 1 absent.

WATER PRODUCTION PLANT EXTERIOR DOOR REPLACEMENT PROPOSAL

The following proposals were received and opened on March 1, 2022, for the replacement of five exterior doors within the Water Production Plant:

Meridian Contracting	Alpena, MI	\$22,961
Devere Industrial	Alpena, MI	\$29,261 (base)
		\$4,211 (additional)

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to award the project for replacement of the exterior doors at the Water Production Plant to Meridian Contracting in the amount of \$22,961.

Motion carried 4-0, 1 absent.

2022 HIGH EFFICIENCY LIGHTING UPGRADES PROPOSAL

The following proposals were received and opened on February 8, 2022, for the installation and replacement of lighting throughout the City:

Thunder Bay Electric	Alpena, MI	Marina	\$22,780
		Johnson Street	\$16,122
		Washington Ave. Park	\$26,115

		Washington Ave. Alt. – Receptacles	\$6,846
J Rank Electric	Mt. Pleasant, MI	Marina	\$30,450
		Johnson Street	\$21,750
		Washington Ave. Park	\$127,075
		Washington Ave. Alt.-Recep.	NA

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, to award the 2022 High Efficiency Lighting Project to Thunder Bay Electric for a contracted amount of \$65,017.

Motion carried 4-0, 1 absent.

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to approve the contraction modification No. 1 with Thunder Bay Electric in the amount of \$47,915 to extend the Washington Avenue Park project.

Motion carried 4-0, 1 absent.

COUNTY-WIDE CLEAN-UP DAY

Moved by Councilmember Walchak, seconded by Councilmember Mitchell, to allow a contribution of \$2,000 to Northeast Michigan Council of Governments (NEMCOG) for County-Wide Clean-Up Day, May 7, 2022.

Motion carried 4-0, 1 absent.

ADJOURN

On motion of Councilmember Mitchell, seconded by Councilmember Walchak, the Municipal Council adjourned at 6:33 p.m.

Cindy Johnson
Mayor Pro Tem

ATTEST:

Anna Soik
City Clerk

DRAFT

INVOICE REGISTER

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EXP CHECK RUN DATES 03/22/2022 - 03/22/2022
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OPEN - CHECK TYPE: PAPER CHECK

VENDOR	INVOICE #	DESCRIPTION	AMOUNT
AIRGAS USA LLC	9986526277	VEH MAINT - EQ	70.29
AIS	T65168	VEH MAINT - EQ	286.10
AIS	T65395	VEH MAINT - EQ	275.63
ALPENA COUNTY TREASURER	031522	IT CONTRACTED SVCS 03/22	9,585.00
ALPENA DIESEL SERVICE	72425	VEH MAINT #36	187.26
ALPENA DIESEL SERVICE	72446	VEH MAINT #45	35.61
ALPENA DIESEL SERVICE	72438	VEH MAINT #42	604.51
ALPENA DIESEL SERVICE	72089	VEH MAINT - EQ	39.76
ALPENA POWER COMPANY	032222	ELECTRIC	34,219.60
ALPENA POWER COMPANY	032222	ELECTRIC - DDA	56.80
ALPENA SUPPLY CO	S100402013.001	VEH MAINT #41	354.38
ALPENA SUPPLY CO	S100402167.001	VEH MAINT #39/40	6.44
ALPENA SUPPLY CO	S100402656.001	VEH MAINT #41	154.10
ALPENA SUPPLY CO	S100402711.001	VEH MAINT #41	349.33
ALPENA SUPPLY CO	S100402781.001	VEH MAINT #41	(23.66)
ALPENA SUPPLY CO	S100402814.001	VEH MAINT #41	19.84
ALPENA SUPPLY CO	S100403080.002	VEH MAINT #41	52.32
ALPENA SUPPLY CO	S100403080.003	VEH MAINT #41	148.54
ALPENA SUPPLY CO	S100403394.001	VEH MAINT - EQ	64.54
AMAZON CAPITAL SERVICES INC	176Y-QDP6-LRXN	SUPPLIES - POLICE/COVID	49.08
AMAZON CAPITAL SERVICES INC	156G-N7H7-6FDP	UNIFORMS - FIRE/EMS	83.99
AMAZON CAPITAL SERVICES INC	1NRN-XQ9P-LNCD	SUPPLIES - FIRE/EMS	69.95
AMAZON CAPITAL SERVICES INC	1FT9-QYJF-3PYJ	UNIFORMS - FIRE/EMS	39.96
AMAZON CAPITAL SERVICES INC	1LR1-KGKY-4LF6	UNIFORMS - FIRE/EMS	139.45
AMAZON CAPITAL SERVICES INC	1PHF-NLXQ-4CGM	UNIFORMS - FIRE/EMS	94.99
ANNE GENTRY	030322	TRAVEL EXPENSE - DDA	189.28
AUMA ACTUATORS INC USA	6297140	VALVE REPAIRS - WATER	940.72
AUMA ACTUATORS INC USA	6297141	VALVE REPAIRS - WATER	222.75
AXON ENTERPRISE INC	INUS054493	SUPPLIES - POLICE	1,895.02
BALL TIRE & GAS INC	203614	VEH MAINT - EMS	20.00
BALL TIRE & GAS INC	203718	SUPPLIES - EMS	12.46
BELL EQUIPMENT COMPANY	P05708	VEH MAINT - EQ	946.88
BOUND TREE MEDICAL LLC	84421713	SUPPLIES - EMS DISP	20.70
BOUND TREE MEDICAL LLC	84421714	SUPPLIES - EMS DISP	127.98
BP	61724809	GAS/FUEL - FIRE/EMS/EQ	4,888.83
CARQUEST AUTO PARTS	452939	VEH MAINT - EQ	39.60
CARQUEST AUTO PARTS	452956	VEH MAINT #19	4.18
CARQUEST AUTO PARTS	453138	VEH MAINT - EQ	66.95
CARQUEST AUTO PARTS	453141	VEH MAINT - EQ	66.95
CARQUEST AUTO PARTS	453519	VEH MAINT - EMS	10.24
CARQUEST AUTO PARTS	453553	VEH MAINT - EQ	7.35
CARQUEST AUTO PARTS	4453881	VEH MAINT - EQ	15.36
CARQUEST AUTO PARTS	453926	VEH MAINT - EQ	66.49
CARQUEST AUTO PARTS	454027	VEH MAINT #65	6.44
CARQUEST AUTO PARTS	454050	VEH MAINT - EQ	3.84
CARQUEST AUTO PARTS	454190	VEH MAINT - EQ	6.44
CARQUEST AUTO PARTS	454192	VEH MAINT - EQ	47.57
CARQUEST AUTO PARTS	454195	VEH MAINT - FIRE EQ	41.74
CERTA SITE LLC	11935146	EXTINGUISHER MAINT - SEWER	161.50
CERTA SITE LLC	11975255	EXTINGUISHER MAINT - SEWER	523.75
CHARTER COMMUNICATIONS	0161888022722	FAX LINE - PUBLIC WORKS	89.98
CHARTER COMMUNICATIONS	0015914030522	WATER TWR INTERNET SIGNALS	622.88
CHEMTRADE CHEMICALS US LLC	93299126	ALUMINUM SULFATE - WATER	4,806.76
DE LAGE LANDEN FINANCIAL SERVICES	75612636	COPIER LEASE - DDA	56.55
DTE ENERGY	032222	NATURAL GAS	18,022.84
DTE ENERGY	032222	NATURAL GAS - DDA	300.05
EAGLE SUPPLY CO	121385	SUPPLIES - CITY HALL	131.40
FAMILY ENTERPRISE EMBROIDERY	65859	UNIFORMS - FIRE/EMS	66.00
FASTENAL COMPANY	MIALP190242	SUPPLIES - PARKS	28.97
FASTENAL COMPANY	MIALP190261	SUPPLIES - PUBLIC WORKS	200.00
FRANKS KEY & LOCK SHOP INC	44259	SUPPLIES - PARKS	33.50
FRANKS KEY & LOCK SHOP INC	44260	SUPPLIES - PARKS	7.00
FRANKS KEY & LOCK SHOP INC	44382	MAINT - PARKS	194.95
FRONTIER	2793 03/22	TELEPHONE - POL/FIRE/EMS	108.79
FRONTIER	4175 03/22	TELEPHONE - FIRE/EMS	40.88
FRONTIER	5445 03/22	TELEPHONE - FIRE/EMS	77.48
FRONTIER	7204 03/22	ELEVATOR TELEPHONE - CITY HALL	57.69
FRONTIER	7430 03/22	ELEVATOR TELEPHONE - PUBLIC SAFETY	57.78
FRONTIER	9535 03/22	ALARM PHONE LINES - SEWER	707.10

INVOICE REGISTER

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EXP CHECK RUN DATES 03/22/2022 - 03/22/2022
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VENDOR	INVOICE #	DESCRIPTION	AMOUNT
GFL ENVIRONMENTAL	0054300321	DUMPSTER CHARGES 02/22	730.00
GIAMARCO MULLINS & HORTON PC	40	ATTY FEES - GENERAL	2,538.00
GLITZ & GLAMOUR BRIDAL & GIFTS	030322	UNIFORMS - POLICE	45.00
GREG NOWAK	031622	SAFETY SHOE/WORK APPAREL ALLOW - PW	334.19
H BARBER & SONS INC	BL36709	SURF RAKE REPAIR - EQUIP	9,320.99
HALLS SERV-ALL	022822	RENTAL FEE - PARKS	210.00
HANK LAFLEURE	031122	WORK APPAREL ALLOW - CEM	72.30
HEIGHTS TRUCK EQUIPMENT	2022	PLOW BLADES - EQUIP	3,140.16
HEIGHTS TRUCK EQUIPMENT	2023	PLOW BLADES - EQUIP	8,374.08
INK AND TONER ALTERNATIVE	22-0730	SUPPLIES - IT	199.96
JAMES SUSZEK	AP21-3537C	AMBULANCE REFUND	17.98
KAREN PLATER	AP21-3798C	AMBULANCE REFUND	503.00
KENDALL ELECTRIC INC	S111270366.001	MAINT - LIGHTS	249.15
KENDALL ELECTRIC INC	S111298763.001	MAINT - LIGHTS	41.60
KENNETH HARRISON	AP21-2250C	AMBULANCE REFUND	252.46
KIESLER'S POLICE SUPPLY INC	IN184532	SUPPLIES - POLICE	2,473.12
KUSTOM SIGNALS INC	589271	RAPTOR - POLICE	1,614.00
KUSTOM SIGNALS INC	374576	SUPPLIES - POLICE	132.00
L & S TRANSIT MIX	261560	MAINT - MARINA	151.85
MHR BILLING SERVICES	4108	BILLING 02/22 - EMS	9,806.75
MICHIGAN CAT	PD12891815	VEH MAINT #74	(32.12)
MICHIGAN CAT	PD12891836	VEH MAINT #74	(477.44)
MICHIGAN CAT	PD12862989	VEH MAINT #74	136.95
MICHIGAN CAT	PD12863254	VEH MAINT #74	28.34
MICHIGAN CAT	PD12891142	VEH MAINT #74	64.47
MICHIGAN CAT	PD13213369	VEH MAINT #65	507.00
MICHIGAN CAT	PD13213370	VEH MAINT #65	47.97
MICHIGAN CAT	PD13220999	VEH MAINT #65	223.23
MICHIGAN STATE POLICE	551-596601	SOR REGISTRATION - POLICE	420.00
MILLER OFFICE MACHINES	AR17955/18864	SUPPLIES - DDA	65.44
MUNICIPAL CODE CORPORATION	370563	ORDINANCE ELECTRONIC UPDATE	846.00
NEMCOG	030822	IG RECYCLING PROG CONTRIBUTION	2,000.00
NORTHERN CLEANING & MAINTENANCE	030122	MAINT - DDA	60.00
NYE UNIFORM COMPANY	809008	UNIFORMS - POLICE	18.34
OFFICE DEPOT	21308233	SUPPLIES - CITY HALL	591.94
OFFICE DEPOT	21308265	SUPPLIES - PUBLIC SAFETY	287.83
PENGUIN MANAGEMENT, INC.	68737	DISPATCHING SYSTEM - FIRE/EMS	840.00
PRESQUE ISLE ELECTRIC & GAS CO	5633800001 02/22	ELECTRIC - AIR BASE	14.47
PROPANE PLUS INC	86338	PROPANE - TRAILHEAD	399.87
R W MERCER COMPANY INC	203423	OPERATOR INSP - MARINA	250.00
RAPID RESULTS	14022	DRUG/ALCOHOL SCREEN - PW	100.00
ROBERT EDMONDS	030922	SUPP/TR EXPENSE - IT/FIRE/EMS	431.37
ROBERT WHELOCK	030422	WORK APPAREL ALLOW - PW	230.83
ROWLEYS WHOLESALE	1294221-00	VEH MAINT - EQ	257.39
ROWLEYS WHOLESALE	1294227-00	SUPPLIES - EQUIP	76.80
SERVICEMASTER HOME & OFFICE	75803	CLEANING - SEWER	4,618.35
SIRCHIE FINGERPRINT LABORATORIES	0533932-IN	SUPPLIES - POLICE	421.67
SIRCHIE FINGERPRINT LABORATORIES	0534219-IN	SUPPLIES - POLICE	99.84
SOLUCIENT SECURITY SYSTEMS	503671	MAINT - PUBLIC WORKS	101.19
STANDARD ELECTRIC CO	4053830-00	MAINT - LIGHTS	9.38
STANDARD ELECTRIC CO	4053053-00	MAINT - LIGHTS	98.00
SUPERIOR IMAGE CLEANING	030422	CITY CUSTODIAL SERVICES	3,553.55
TED FESTERLING LLC	9740	VEH MAINT - EQ	128.92
TELNET WORLDWIDE	243154	TELEPHONE - LAND LINES	708.49
TEMPEST ENTERPRISES LLC	7509	LIFT STATION ALARMS	55,878.42
TERMINAL SUPPLY CO	21750-01	VEH MAINT - EQ	8.08
TERMINAL SUPPLY CO	27176-00	VEH MAINT - EQ	41.95
THE ALPENA NEWS	200081	PUBLISHING/ADVERTISING	1,329.91
THE ALPENA NEWS	200082	PUBLISHING/ADVERTISING	90.60
THE ALPENA NEWS	200100	PUBLISHING/ADV - DDA	450.00
TIM HEPBURN	031422	WORK APPAREL ALLOW - PW	210.01
TRACTOR SUPPLY CREDIT PLAN	100717021	SUPPLIES - CEMETERY	57.95
VERIZON WIRELESS	9901478186	CELL PHONES	678.68
VERIZON WIRELESS	9901478187	CELL PHONES/IPADS	3,020.82
VISA/ELAN FINANCIAL SERVICES	2432 03/22	CONFERENCE REGISTRATION - COUNCIL	275.00
VISA/ELAN FINANCIAL SERVICES	3610 03/22	SUPP/PROMO/UTIL - DDA	530.98
VISA/ELAN FINANCIAL SERVICES	5087 03/22	WORKSHOP REG/LOG-IN - MGR	340.89
VISA/ELAN FINANCIAL SERVICES	5279 03/22	SUPPLIES/TRAVEL EXPENSE - POLICE	826.82
VISA/ELAN FINANCIAL SERVICES	6116 03/22	TR REG/SUPP/VEH MAINT/VEH TR/LIC FEE-FI	1,444.67

INVOICE REGISTER

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VENDOR	INVOICE #	DESCRIPTION	AMOUNT
VISA/ELAN FINANCIAL SERVICES	7661 03/22	CONF/TR REG - C/T	349.00
WALMART-CAPITAL ONE	022422	SUPPLIES - FIRE/EMS	19.48
WEST END DISTRIBUTING	33174	VEH MAINT - EQ	392.80
WEX BANK/SHELL	79221211	GAS/FUEL - FIRE/EMS/EQ	135.00
		Total:	206,323.15

3/21/2022

	NAME	BOARD	TERM	New Ex. Date	APPT AUTH
Reappoint	Julie Krajniak	Retirement Board	2	4/1/2024	Council

COUNCIL PROCEEDINGS

February 21, 2022

The Municipal Council of the City of Alpena met in regular session in person on the above date and was called to order at 6:00 p.m. by the Mayor.

Present: Mayor Waligora, Mayor Pro Tem Johnson, Councilmembers Nowak, Mitchell and Walchak.

Absent: None.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF THE AGENDA

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Nowak, to approve the agenda.

Motion carried 5-0.

MINUTES

The minutes of the regular session of February 7, 2022, and special session of February 16, 2022, were approved as printed.

CONSENT AGENDA

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, that the following Consent Agenda items be approved:

- A. Bills to be allowed, in the amount of \$387,312.40.
- B. Budget amendment request to move budgeted amounts from the Police Department (301) to the newly created Training Funds Department (320) in the amount of \$4,800.

add: Motion carried 5-0.

MAYORAL PROCLAMATION

Mayor Waligora proclaimed February 21, 2022, as The Rotary Club of Alpena 100th Anniversary Day.

ORDINANCE 22-471

Attorney Pfeifer delivered the first reading of ordinance 22-471, which amends the City of Alpena Zoning Map.

WATER PRODUCTION PLANT FILTER DIFFERENTIAL PRESSURE

TRANSMITTERS AND FLOW METERS PROPOSAL

The following sealed bids were received on February 8, 2022, for the replacement of seven Differential Pressure Transmitters and seven Flow Meters.

Tempest Enterprises, LLC	Gaylord, MI	\$88,324.83
John E. Green	Saginaw, MI	Declined to Bid

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to award the Water Production Plant Filter Differential Pressure Transmitters & Flow Meters to Tempest Enterprises, LLC in the amount of \$88,324.83.

Motion carried 5-0.

WATER PRODUCTION PLANT BASIN VALVE REPLACEMENT PROPOSAL

The following sealed bids were received on February 8, 2022, for the replacement of ten valves in the mixing and sedimentation basins within the Water Production Plant.

Meridian Contracting	Alpena, MI	Valve Replacement	\$137,801
		Wall Repair	\$2,500
		Emergency Startup	\$750

John E. Green

Saginaw, MI

Declined to Bid

Moved by Councilmember Nowak, seconded by Councilmember Mitchell, to award the Water Production Plant Basin Valve Replacement Project to Meridian Contracting in the amount of \$137,801.

Motion carried 5-0.

Moved by Councilmember Nowak, seconded by Mayor Pro Tem Johnson, to approve the wall repair as presented for \$2,500 and not to exceed \$15,000.

Motion carried 5-0.

Moved by Councilmember Nowak, seconded by Councilmember Walchak, to approve the \$750 for emergency startup per its occurrence.

Motion carried 5-0.

COUNCIL POLICY NO. 59

CAPITAL ASSET MANAGEMENT

Moved by Mayor Pro Tem Johnson, seconded by Councilmember Walchak, to adopt Council Policy Statement no. 59 for Capital Asset Management.

add: Motion carried 5-0.
ADJOURN

On motion of Councilmember Mitchell, seconded by Mayor Pro Tem Johnson, the Municipal Council adjourned at 6:28 p.m.

Matthew Waligora
Mayor

ATTEST:

Leilan Bruning
Deputy City Clerk



City Hall
208 North First Avenue
Alpena, Michigan 49707
www.alpena.mi.us

Planning, Development, & Zoning

To: Alpena Municipal Council
From: Montiel Birmingham, Director
cc: Rachel Smolinski, City Manager
Date: March 16, 2022
RE: Zoning Ordinance Amendments

Content covered and approved during the Planning Commission meeting on March 8th, 2022, included amendments to the current zoning ordinance. Current ordinances were reviewed and modified to improve pedestrian access, primarily within the DDA, but also consider the City as a whole. Intent of the changes are to ensure adequate pedestrian travel access within the public right-of-way, clarify the review process for outdoor dining spaces, and remove unnecessary restrictions. The amendments are as follows:

Ordinance No. 22-472 – Modification to Section 3.28 Fences and Walls, Section 4.5 E Temporary Signs, Section 5.13 Downtown Overlay District, and Section 7.28 Restaurants with Outdoor Dining.

- 1. Modification to Section 3.28 Fences and Walls**
 - a. Added clarification that front yard setbacks do not apply in the Downtown Overlay District
- 2. Modification to Section 4.5 E Temporary Signs**
 - a. A-Frame signs were expanded to be permitted by right in all non-residential districts
 - b. A permit for an A frame sign is no longer required
 - c. Eliminated spread requirements for the sign and added language to require 3 feet of pedestrian clearance on any public right-of-way (e.g. sidewalks, alleys)
- 3. Modification to Section 5.13 Downtown Overlay District**
 - a. Eliminated the requirement for outdoor seating on a public right-of-way to be approved through City Council and added reference to Section 7.28
- 4. Modification to Section 7.28 Outdoor Seating and Dining Service**
 - a. Added an approval process
 - b. Added that a 3' clearance minimum is required on a public right-of-way for pedestrian traffic
 - c. Added that a business owner shall be required to list the City of Alpena as an additional insured for comprehensive general liability insurance if on a public right-of-way

Montiel Birmingham is available to review the amendments and City Attorney, Bill Pfeifer will conduct the first reading of the ordinance. The ordinance changes shall take effect upon the expiration of seven days after the publication of the notice of adoption.



City of Alpena Ordinance No. 22-472

An ordinance to amend the City of Alpena Zoning Ordinance Article 3 (General Provisions), Article 4 (Signs), Article 5 (Zoning Districts) and Article 7 (Supplemental Development Regulations).

City of Alpena, Alpena County, Michigan ordains:

SECTION 1: AMENDMENT TO THE CITY OF ALPENA ZONING ORDINANCE

(Additions in red text)

That the City of Alpena Zoning Ordinance, Article 3 (General Provisions) is hereby amended to read as follows:

Section 3.28 Fences and Walls

- B. **Commercial and Industrial Fences and Walls:** Fences and walls which are not part of an approved site plan require a Zoning Permit from the Zoning Administrator. All fences and walls shall comply with the following regulations and requirements:

Table 3.28B: Add footnote to Front Yard: **Front yard fence setbacks do not apply to the Downtown Overlay District.**

That the City of Alpena Zoning Ordinance, Article 4 (Signs) is hereby amended to read as follows:

Section 4.5 Regulations by Zoning Districts: Office, Business and Industrial Districts

E. Temporary Signs

1. **Number and Size of Temporary Signs:** No more than two (2) temporary signs shall be allowed per commercial or industrial establishment for a total of thirty (30) square feet in sum. The larger of any one (1) temporary sign shall be no greater than twenty (20) square feet.
2. **Portable Signs:** One (1) portable sign shall be considered the same as two (2) temporary signs and shall be no greater than thirty (30) square feet. The portable signs shall be permitted as a temporary sign for a period not to exceed fourteen (14) days in a one (1) year period. In no instance shall such sign be located so as to obstruct automobile or pedestrian travel lanes. Such signs shall neither be illuminated nor connected to an energy source. Such signs shall not constitute a safety hazard to the public.

(Re-number the following (A-Frame Signs) to #3 instead of "a" because A-Frame Signs will no longer fall under #2 (Portable Signs) above.

3. **A-Frame Signs:**

- (1) Shall be permitted by right in ~~all~~ **the DOD, CBD, WD, CCD, OS-1, B-1, B-2, B-3, P-1, I-1, I-2, and PUD districts. May be permitted in the B 1, B 2, B 3 and the OS 1 districts upon submittal of a request to the Zoning Administrator or Planning Director per the criteria listed below.**

- (2) No more than one (1) sign per business per street frontage ~~shall be allowed.~~
 - (3) ~~An annual no fee permit is required.~~ **No permit is required.**
 - (4) Must be constructed of durable materials
 - (5) Sign shall be removed when business is closed.
 - (6) Maximum size 2' wide by 4' in total height for each panel with a maximum of 2 panels per sign. ~~Maximum spread between the two panels at the base shall be 2'6".~~ A-frame signs located entirely on private property may be a maximum of 3' in width.
 - (7) Must be located on or adjacent to the lot in which the business is located. Exception: If a building has no front yard the sign may be located on the sidewalk. ~~upon approval of the Zoning Administrator so long as the sign is not an obstacle to either pedestrians or vehicles. If located within the DDA District the Zoning Administrator must receive a recommendation from the DDA Director before acting.~~ **Signs located on the sidewalk shall provide at least three (3) feet of continuous pedestrian clearance.**
- Sign shall not be illuminated.
- (8) **Off-Premise A-Frame Signs:** Sign may be located in a right-of-way as a directional off-premise sign upon approval by the Zoning Administrator. ~~and DDA Director if necessary~~ **approval is also required if the sign is proposed within the DOD. See Section 4.8.**

- 4. Non-rigid material which is used to cover an existing permanent sign shall be placed on the sign on a temporary basis not to exceed six (6) months. Such material shall not be considered a temporary sign and shall not be affixed permanently to the sign.

That the City of Alpena Zoning Ordinance, Article 5 (Zoning Districts) is hereby amended to read as follows:

Section 5.13 Downtown Overlay District

B. Design Standards

14. Sidewalk Encroachment

- a. **Outdoor Seating:** ~~An outdoor seating area on the public right of way may be allowed if approved by City Council.~~ **See Section 7.28 (Outdoor Seating and Dining Service).**
- b. **Awnings:** First floor awnings may encroach upon the frontage line and public sidewalk but must avoid street trees. At least eight (8) feet of clearance must be provided above the sidewalk and set back a minimum of two (2) feet from the curb.
- c. **Street Furniture:** Benches and trash receptacles may be permitted in areas where feasible.

That the City of Alpena Zoning Ordinance, Article 7 (Supplemental Development Regulations) is hereby amended to read as follows:



Section 7.28 Restaurants with Outdoor Dining

~~Outdoor dining service operated by a restaurant or other food establishment which sells food for immediate consumption may be permitted, subject to the following conditions:~~

- ~~A. Outdoor seating/dining shall be included as part of an approved site plan.~~
- ~~B. An outdoor cafe shall be allowed during normal operating hours of the establishment.~~
- ~~C. An outdoor cafe may not be in operation on property adjacent to a residentially zoned district between the hours of 12:00 a.m. and 7:00 a.m. (Ord. No. 94-242).~~
- ~~D. The exterior of the premises shall be kept clean, orderly, and maintained. Exterior food preparation may be permitted if approved by the Health Department.~~
- ~~E. Any outdoor seating located within the public right-of-way must be approved by the City Council.~~

Section 7.28 Outdoor Seating and Dining Service

Outdoor seating or dining service operated by a restaurant or other food or drinking establishment which sells food for immediate consumption may be permitted, subject to the following conditions:

A. Private Property and Public Right-of-Way:

1. The request for outdoor seating or dining service may be included as part of the original site plan review for the business. If the request is made subsequent to the original site plan approval, a review and approval of a plot plan (at no cost to the applicant) is required prior to placement of any fixtures.
2. A zoning permit and/or building permit may be required, depending on the plot plan
3. The exterior of the premises shall be kept clean, orderly, safe, and maintained
4. Exterior food preparation may be permitted if approved by the Health Department
5. Outdoor seating and service shall be allowed during normal operating hours of the establishment
6. Outdoor seating and service may not be in operation on property adjacent to a residentially zoned district between the hours of 12:00 a.m. and 7:00 a.m.

B. Additional Requirements for Outdoor Seating and Service on the Public Right-of-Way:

1. Requests for outdoor seating on a public right-of-way (e.g. sidewalk, alley) may require review by City Council as determined by City Staff
2. Fences or railings are discouraged on sidewalks
3. A clearance minimum of three (3) continuous feet for pedestrian traffic is required on a public right-of-way
4. Business owner shall be required to list the City of Alpena as an additional insured for comprehensive general liability insurance

SECTION 2: SEVERABILITY

If any clause, sentence, paragraph or part of this Ordinance shall for any reason be finally adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgment is rendered.

SECTION 3: SAVING CLAUSE

The City of Alpena Zoning Ordinance, except as herein or heretofore amended, shall remain in full force and effect. The amendments provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

SECTION 4: EFFECTIVE DATE

The ordinance changes shall take effect upon the expiration of seven days after the publication of the notice of adoption.

Matthew J. Waligora, Mayor

Anna Soik, Clerk

I, Anna Soik, Clerk for the City of Alpena, hereby certify that the foregoing is a true and correct copy of Ordinance No. 22-472 of the City of Alpena, adopted by at a meeting of the Alpena City Council held on _____.

A copy of the complete ordinance text may be inspected or purchased at the Alpena City Hall, at 208 N. First Avenue, Alpena, Michigan.

Adopted:_____ Published:_____ Effective:_____, subject to PA 110 of 2006 as amended.

**ALPENA WILDLIFE SANCTUARY BOARD
ANNUAL REPORT TO CITY COUNCIL
MARCH 2021 TO MARCH 2022**

INTRODUCTION

This past year the Wildlife Sanctuary Board has continued to oversee and maintain Island Park and the approximately 443 acres comprising the Sanctuary. Island Park is the City's only natural park and according to the 1985 agreement with the Michigan Land Trust Fund is to be maintained for quiet recreation and environmental education. The Board also maintains a water trail within the sanctuary and continues to pursue development of The River Center, an interpretive center focusing on the Thunder Bay River Watershed.

MEMBERS

City Council appointed board members are: Vernie Nethercut, Elizabeth Littler, Roger Witherbee, Judy Kalmanek, Tom Orth, Susie Austin, Boris Gerber, Karen Enterline and Chairman Terry Gougeon. This is a full board of nine.

Resource: Catherine Stedman

Staff: Planning and Development Director: Montiel Birmingham

AWS BOARD ACCOMPLISHMENTS

ISLAND PARK

The Board sets goals for the management and maintenance of Island Park in accordance with the management plan of 2015 (Revised).

Goals met in 2021:

- Refurbished the three remaining birdhouses. (March 20th)
One house contained a Northern Flying Squirrel and the other two Swallow nests.
- Many downed trees, from spring storms, that were encroaching on trails were cut and chipped by City DPW crews. (April 19, 20th)
- Stairways were swept of accumulated debris. (May 25th)
- Invasive species were removed from the Island
Spotted Knapweed and Sweet Clover were removed from the Island by participants in the Science in the Sanctuary program (August 12th)
Knapweed, Sweet Clover and Autumn Olive were removed from the Habitat Restoration Site and the rest of the Island. (August 24th)
- For the second year the Forest Entomology students at Michigan State University have put Insect traps on the Island. No non-native species have been captured thus far.

RIVER WORK

An all-day volunteer event to remove cattails and frog-bit from the waters near Island Park and at Duck Park occurred. (June 23rd)

Members of Loyola University, AmeriCorps, Huron Pines and Community Volunteers cut and removed approximately 6 truck loads of biomass from the river's edge.

A second cutting and pulling of cattails and frog-bit took place at the canoe/kayak launch area. An additional two truckloads of cattail and frog-bit was hauled away. (July 30th)

EDUCATIONAL PROGRAMS

We continue to coordinate educational activities with The US Fish and Wildlife Service, Besser Museum, Northeast Michigan Great Lakes Stewardship Initiative, Huron Pines and ACC

River Rats 2021

This popular program for younger elementary age children was presented every Tuesday in July. 20-25 children participated in the events each week staged on Island Park. Additionally, programs were conducted for the children attending the Boys and Girls Club of Alpena. Science in the Sanctuary a multiple station event for hands on nature investigation took place at Duck Park and Island Park. This event was well attended with 100-150 children taking part in the activities.

Magic in our Midst

This fun educational opportunity for families is in its third year. Taking place, after dark in mid-December, on the Island, participants can learn about the lives of animals as they encounter them along the trails in an interactive setting. The purchase of realistic looking animals this year will enhance the overall success of this event. A lack of sufficient volunteers to run this program resulted in a last-minute cancellation of the event.

ARTIST IN RESIDENCE PROGRAM

The Alpena Wildlife Sanctuary Artist in Residence program is now in its eleventh year. This is a minimal cost program with money requested to cover cost of framing and identification plaque for donated works. The aim of this program is to acquire a museum quality collection of fresh water themed art to be displayed in the Alpena Wildlife Sanctuary's proposed River Center.

Each of the artists involved have exhibited nationally and/or internationally in museums and galleries and have participated in respected residence programs. Works which they have researched in the Alpena Wildlife Sanctuary have been exhibited in galleries and museums across

the United States, thus giving recognition to Alpena, the Sanctuary and the residency program nationwide.

The program was cancelled for this year with the untimely death of Mr. Mark Biens. We are thankful to Mark for his research and diligence the past several years, in the search for applicants for the residence program.

We also are grateful to Mark's family for their donation of a piece of his artwork which will be displayed in the future River Center to be constructed at duck Park.

We are appreciative of artist Sheri Woldrop who has accepted the task of getting information into the art community and to help choose an artist for this years residence program.

RIVER CENTER

The Thunder Bay River Center Board of Directors was formed to give guidance and support to the River Center.

Committee members are: Bill Haase, Meag Schwartz, Roger Witherbee, Beverly Bodem, Dan Mitchell, Karen Savage, Chris Powley, Susan Szczukowski and Judy Kalmanek, Chair.

Staff: Montiel Birmingham

Fund Raising: The Reel Fun Ice Fishing Tournament was well attended and a great success. The tournament committee is a very dedicated group assisted by the Walleye club. The Festivus Dinner scheduled for the night before the tournament was postponed until March this year. It will be presented as a drive through picnic.

PROMOTIONAL

Island Park is listed on the City's website and in promotional pamphlets, available locally and at several welcome centers around the State.

We continue to work with area schools, the Museum, NOAA, the Fish and Wildlife Service, Huron Pines, North East Michigan Great Lakes Stewardship Initiative (NEMGLSI), and Michigan Dept. of Natural Resources on the development of educational materials for Park visits and classroom use.

The Island pamphlet rack with its self-guiding brochures is kept filled and updated as necessary. The pamphlets are also available online.

FUTURE PLANS

- Island Park continues to be the central focus in the Sanctuary as it receives most of public attention.
- Board emphasis for the Island will be educating the public about erosion concerns. Physically blocking places with greatest damage. Discouraging certain activities, like going off the trails and sledding, which erode soil by scattering forest litter and compacting soil preventing seedling growth. Trails will be clearly marked by bark or wood chip covering.
- Control of invasive species, such as Spotted Knapweed, Autumn Olive, Sweet Clover, Frog-bit, Narrowleaf Cattail, and Glossy Buckthorn will continue.
- It is anticipated that a major undertaking to remove and prohibit frog-bit growth at Duck Park will take place in June this year. Huron Pines, AmeriCorps, the Loyola University crew and community volunteers will be involved. This will be the second round of narrow leaf cattail cutting in conjunction with Frog-bit pulling at the park. To aid with this the Board has purchased with grant money three underwater vegetation cutters to remove the masses of narrow leaf cattail in the sanctuary waters.
- Huron Pines has also committed an October date to execute a major invasive shrub cutting and pulling on Island Park. This will include Glossy Buckthorn, Autumn Olive, and Barberry. The goal is to have the entire island free of all invasive plant species.
- Continue with successful programs like River Rats, Science in the Sanctuary and Magic in our Midst.
- Support educational use of the sanctuary by the area public and parochial schools.
- Maintain associations with area agencies such as Besser Museum, National Marine Sanctuary, Huron Pines, NEMGLSI and U.S. Fish and Wildlife Service.
- Continue to work towards the realization of the River Center

Submitted by:

Terry Gougeon

Wildlife Sanctuary Board Chair

Wildlife Sanctuary Board
City of Alpena, Michigan

Proposed 2022 - 2023 Budget

<u>Project Description</u>	<u>Budget</u>
Island Park Maintenance: Lumber, Posts, Quikcrete: for trail and structure maintenance	\$250.00
Invasive plant removal, clean-up: Trash Bags, Gas can, gas and oil, 2 cultivator rakes	\$250.00
Educational materials: Park Pamphlets, Island Brochures, River Rats	\$750.00
Artist in Residence: Framing and ID plaque	\$150.00
Proposed Budget Total	\$1400.00
<u>Capital Request</u>	<u>\$30,000.00</u>
To be set aside as a local match for a River Center construction grant	

Memorandum



To: Mayor Waligora and Municipal Council
From: Anna Soik, City Clerk/Treasurer/Finance Director *AS*
Date: March 16, 2022
Re: Election Polling Location Consolidation

At the February 7th Council meeting, I recommended consolidation of the election polling locations to the APlex because of the understanding that new voter cards would need to be sent as the result of redistricting. My thought was that this would be an ideal time to make changes. Since that meeting, I learned from County Clerk, Bonnie Friedrichs, that Alpena County does not have any changes to the Senate, Congress or House districts and is therefore not required to send new ID cards to voters. Consolidating the polling locations would require new cards to be sent. To avoid expense, I have decided to not recommend the consolidation of the polling locations at this time. However, if in the future there comes a time that new cards need to be sent, then I will bring back the request to consolidate the polling locations. Thank you.


Memorandum



Date: March 16, 2022

To: Mayor and City Council Members

Copy: Rachel Smolinski, City Manager
Anna Soik, City Clerk/Treasurer/Finance Director

From: Stephen J Shultz, City Engineer 

Subject: Mich-e-ke-wis Park Volleyball Courts – Recreation Passport Grant

In 2020, as part of the Master Plan updates for Mich-e-ke-wis Park, the need to relocate the existing volleyball courts was highlighted as a major project. The necessity for the relocation is due to the recurring damage and unavailability of the existing courts due to their proximity to the shoreline. Storm surge and high-water levels have continued to breach the protective berm surrounding the existing court rendering areas of the courts unusable.

This project is a good fit for the Michigan DNR Recreation Passport Grant. This grant program focuses on assisting communities to develop and improve recreational facilities where the proposed recreational option either does not already exist or is an improvement to the only available option of an existing facility. As these courts are the only public volleyball courts available within the City, it aligns with the intent of the program. The maximum funding available is \$150,000 with at least a 25% local match, though more is encouraged for a stronger application.

Preliminary design sketches are attached, as well as the proposed estimate. The primary improvement will be the relocation of the court upland of the prevalent flood area along the shoreline. Additionally, the project will install the first portion of the parking areas and street loop through the park. This paving should aid in reducing the ongoing flooding and gravel maintenance issues for this area. The berm surrounding the existing court location will also be removed leaving a lakeside beach. The total project is estimated at \$301,195. During a meeting with members of the volleyball community, the group committed to assisting in fundraising and in-kind donations to assist in offsetting the City's portion of the match.

We are asking for \$150,000 from the Passport Grant with the City committing the remaining match funds. Applications are due April 1, 2022, for the Recreation Passport Grant. I recommend, as City Engineer, that City Council pass resolution 2022-02 and direct staff to prepare and submit the application for the Recreation Passport Grant for the Mich-e-ke-wis Park Volleyball Reconstruction. As the alternative funding is still not

committed, we are requesting that City Council commit the needed match funds of \$151,195 at this time to submit the application.

Projects for implementing the Master Plan have been included in the current CIP beginning in fiscal year 2024-25. Depending on the timeframe of the award, this fund may have to be adjusted and funds budgeted for construction to occur in the Spring 2024 so the facilities can be ready for use at the start of the beach volleyball season.

Announcement of awards is expected in November 2022. Upon approval, staff will begin working with the community partners to assist in the funding of the project and assemble the application.

Attachments



RESOLUTION NO. 2022-02

**RESOLUTION AUTHORIZING SUBMISSION OF A RECREATION PASSPORT
GRANT APPLICATION FOR THE MICH-E-KE-WIS PARK BEACH VOLLEYBALL
COURTS PROJECT**

WHEREAS, Mich-e-ke-wis Park is identified as a city park in the 2021-2025 City of Alpena Recreation Plan; and

WHEREAS, planned improvements to Mich-e-ke-wis Park are identified in the City's six-year Capital Improvement Plan and current Mich-e-ke-wis Master Plan; and

WHEREAS, the City is seeking a Recreation Passport grant from the Michigan Department of Natural Resources in the amount of \$150,000 to assist in financing the Mich-e-ke-wis Park Beach Volleyball Courts project (total estimated project cost is \$301,195); and

WHEREAS, the City has provided an opportunity for the public to comment on the proposed project.

NOW THEREFORE, BE IT RESOLVED, that the proposed Mich-e-ke-wis Park Beach Volleyball Courts project as specified in the MDNR application will be undertaken if the grant is awarded and the City commits a local match of \$151,195 from the City of Alpena General Fund:

BE IT FURTHER RESOLVED, that the application be authorized for submission to the MDNR and the Mayor be directed to sign all necessary documents on behalf of the City Council.

Councilmember _____ moved to adopt the above resolution, seconded by Councilmember _____.

Ayes:

Nays:

Absent:

Resolution declared adopted.

I, Anna Soik, City Clerk of the City of Alpena, **DO HEREBY CERTIFY** that the above is a true copy of a resolution adopted by the Municipal Council at a regular meeting held March 21, 2022.

Anna Soik
City Clerk

Engineer's Opinion of Costs

Project Number: 01 Estimate Number: 1 Project Type: Miscellaneous Location: Mich-e-ke-wis Park Description: Volleyball Court Relocation Relocate existing beach volleyball courts	Project Engineer: Stephen J Shultz Date Created: 3/11/2022 Date Edited: 3/16/2022 Fed/State #: Fed Item: Control Section:
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Line	Pay Item	Description	Quantity	Units	Unit Price	Total
Category: 0000						
0001	1100001	Mobilization, Max	1.000	LSUM	\$15,000.00	\$15,000.00
0002	2050016	Excavation, Earth	1,000.000	Cyd	\$15.00	\$15,000.00
0003	3010002	Subbase, CIP	1,100.000	Cyd	\$15.00	\$16,500.00
0004	3027031	_ Aggregate Base, 21AA, Modified	4,200.000	Ton	\$15.00	\$63,000.00
0005	5017031	_ HMA, 13A	1,150.000	Ton	\$90.00	\$103,500.00
0006	8030044	Sidewalk, Conc, 4 inch	4,800.000	Sft	\$8.00	\$38,400.00
0007	8110293	Pavt Mrkg, Waterborne, for Rest Areas, Parks, and Lots, 4 inch, Blue	200.000	Ft	\$2.00	\$400.00
0008	8110295	Pavt Mrkg, Waterborne, for Rest Areas, Parks, and Lots, 4 inch, Yellow	700.000	Ft	\$1.35	\$945.00
0009	8117050	_ Pavt Mrkg, Regular Dry, Accessible Sym	3.000	Ea	\$150.00	\$450.00
0010	8157050	_ Park Amenities, Pedestrian Bench	4.000	Ea	\$2,000.00	\$8,000.00
0011	8157051	_ Park Amenities, Rain Gardens	1.000	LSUM	\$25,000.00	\$25,000.00
0012	8157051	_ Park Amenities, Volleyball Equipment, Rel	1.000	LSUM	\$5,000.00	\$5,000.00
0013	8197051	_ Lights, Existing, Relocate	1.000	LSUM	\$10,000.00	\$10,000.00

Category 0000 Total: \$301,195.00

Estimate Total: \$301,195.00



Mich-e-ke-wis Park Volleyball Court Replacement


Memorandum



Date: March 16, 2022

To: Mayor and City Council Members

Copy: Rachel Smolinski, City Manager
Anna Soik, City Clerk/Treasurer/Finance Director

From: Stephen J. Shultz, City Engineer 

Subject: Bay View Park Restroom Design Services

When the City first built the Starlite bathrooms, design services were solicited to establish a new standard for park buildings that we would continue to utilize into the future. The same design was used when the City constructed the Woodward Trailhead but had to be modified to accommodate the different restroom types, dimensions, and the fact that the facility is open year-round.

As discussed previously, staff would like to maintain the same look and design of both the Starlite and Woodward structures for the proposed Bay View Restroom project. The structure is planned to be a combined restroom facility with a small pavilion roof extending from one side.

In consideration of this, we requested a price from the original design consultant, U.P. Engineers & Architects, Inc. to modify the drawings and specifications in accordance with the use and size requirements. This Consultant owns the original design concept and has stamped and certified the previous plans, and therefore, is best suited to complete this re-design in the most cost-efficient manner. The attached letter outlines the services that the Consultant would be performing for the lump sum fee of \$38,000.

Upon review, this proposal is reasonable and appropriate for the changes needed to combine the restroom and pavilion uses into one structure. \$50,000 is currently budgeted for these design services. If there are modifications or changes to the services that require spending beyond the initial \$38,000, staff will return with a request for a Contract Modification, however, we do not anticipate any increases at this time. I recommend, as City Engineer, that Council accept the proposal from U.P. Engineers & Architects, Inc. and authorize staff to enter into a design services agreement with them and begin coordinating to perform the services outlined.

Attachment





707 Ashmun Street Sault Ste. Marie, MI 49783

906-635-0511 • 800-867-0511 • Fax: 906-635-0612

[U31-01048]

January 25, 2022

Shannon Smolinski
Engineering Assistant / Harbormaster
City of Alpena
Engineering Department
208 North First Avenue
Alpena, MI 49707

RE: Architectural & Engineering Services for Bayview Park Pavilion, Alpena, MI

Dear Ms. Smolinski:

Thank you for speaking with me and giving U.P. Engineers & Architects the opportunity to provide a proposal for architectural and engineering services for the proposed new Bayview Park Pavilion/Restroom in Alpena, MI. Per our phone conversations and emails it is our understanding that you would like to construct an approximately 32'x40' (1,280 square feet) building.

The proposed new building will consist of concrete masonry unit (CMU) walls and a brick/stone veneer to match the aesthetics of the Starlite Beach Promenade facilities that UPEA designed in 2010. The new building will be utilized as a small pavilion and vending area with restrooms including four barrier free bathrooms and a men's and women's bathroom. Based on our past experience and current bidding climate, the construction cost for this project is estimated at \$350 to \$400 per square foot for the building for an estimated construction cost of \$448,000-\$512,000 with our design fee at approximately 8% (\$38,000) of the total construction cost.

A detailed proposed scope of work, methodology for completing the scope of work and price proposal has been attached for your review. Thank you for this opportunity and if you have any questions, please feel free to contact me at your convenience. If you agree to our fees a contract will be prepared for signatures. We look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeremy K. Gagnon".

Jeremy K. Gagnon
Sault Office Manager

Offices also in:
Houghton
Iron Mountain
Ishpeming
Marinette

U.P. Engineers & Architects, Inc.

www.UPEA.com



SCOPE OF SERVICES & METHODOLOGY

The scope of this project involves providing A/E services for an approximately 1,280 square foot building for a pavilion/restroom Alpena, MI. The proposed project includes the following:

- a. The building will be constructed to include the following:
 - i. Four (4) barrier free restrooms and Two (2) Men's and Women's restrooms.
 - ii. Small vending area with exterior covered seating.

The steps UPEA will take to complete this scope of work are as follows:

I. CONCEPTUAL AND SCHEMATIC DESIGN (SD)

UPEA will convene a kick-off meeting hosted in the Sault Ste Marie area for UPEA and virtually for other attendees.

The purpose of this meeting will be to discuss the requirements of the project. Attendees at this meeting will include all primary design and management personnel from UPEA and the Owner. The conceptual and schematic floor plans will be developed from this meeting.

UPEA also included a price for topographic survey and soil borings. If the City of Alpena can provide adequate geotechnical and/or topographic information there will be a reduction in the proposed fee.

II. DESIGN DEVELOPMENT (DD) –

UPEA will review the proposed drawings and prepare design documents that will include the following:

- Site plan showing building location and proposed setbacks. Site plan will also include grading and utility plans and details.
- Architectural Floor Plans
- Architectural Elevations and sections as needed
- Architectural finish schedules
- Mechanical and Plumbing floor plans showing equipment locations and plumbing fixture schedules.
- Electrical floor plans showing equipment locations, major conduit and wire routing and lighting layout and fixture types.

III. CONSTRUCTION DOCUMENTS (CD) –

UPEA will convene a review meeting hosted in the Sault Ste Marie area and also virtually. The purpose of this meeting will be to review the construction documents and to finalize the requirements of the project. Attendees at this meeting will include all primary design and management personnel from UPEA, and the Owner.

UPEA will revise the drawings based on the meeting and prepare drawings for plan review. Construction documents will include the following:

- Project cover sheets that include general information
- Site plans and details



SCOPE OF SERVICES & METHODOLOGY

- Architectural Plan Sheets
- Architectural Sections, Details, and Schedules
- Mechanical and Plumbing floor plans
- Mechanical and Plumbing Details and Schedules
- Electrical Floor Plans showing power and lighting
- Electrical Details and Schedules

UPEA will submit the plans to the proper permitting agents for review (State of Michigan and City of Alpena). All permit fees will be paid by the Owner. Final costs of any construction permits if applicable will be paid by the contractor. UPEA will make changes to the permit documents as required by the agency reviews.

BIDDING AND REVIEW PHASE AND CONSTRUCTION ADMINISTRATION PHASE CAN BE ADDED AS REQUESTED. SCOPE OF WORK IS AS FOLLOWS:

IV. BIDDING AND REVIEW PHASE (BID) –

Not included but a fee can be provided if requested.

V. CONSTRUCTION ADMINISTRATION PHASE (CA)

Not included but a fee can be provided if requested.



PRICE

U.P. Engineers & Architects, Inc. will provide professional Architectural and Engineering services for an approximately 1,280 square foot building for a pavilion/restroom in Alpena, MI for a lump sum fee of **\$38,000 (Thirty-Eight Thousand Dollars)**. The fee is broken down as follows:

PHASE	FEE
Soil Borings/Topographic Survey	\$ 10,000
Schematic Design Phase	\$ 5,500
Design Development	\$ 13,000
Construction Documents	\$ 9,500
TOTAL DESIGN FEE	\$ 38,000

Additional bidding and review services can be added as requested.


Memorandum



Date: March 16, 2022

To: Mayor and City Council Members

Copy: Rachel Smolinski, City Manager
Anna Soik, City Clerk/Treasurer/Finance Director

From: Stephen J. Shultz, City Engineer 

Subject: Blair Street Park Repairs

On November 29, 2021, the City received and opened bids for the repair of the walkway at the Blair Street park. The existing walkway was damaged due to the high waters Lake Huron experienced for the past few years. With the waters finally receding, it is warranted to replace the walkway now that it is anticipated no further damage will occur.

Bid documents were sent to (12) twelve firms and plan rooms and posted on the City's Website with three bids received as listed below:

Meridian Contracting	\$56,489	Complete reconstruction of the deck
Alpena, MI	\$27,886	Fixing only the existing damage
Ken Robb Construction	\$76,165	Complete reconstruction w/ deck boards
Alpena, MI	\$84,021.90	Replace w/ existing 2 x 6 lumber
Spence Brothers	\$139,800	
Traverse City, MI		

Meridian Contracting from Alpena was the low bid for the project. They have completed projects successfully for the City in the past. Meridian has reviewed the site and has a comprehensive understanding of the project and the desired outcome.

After review of the project, proposals, the old plans, and discussion with the contractors, it was noted that the existing deck was a tongue and groove construction which was not shown on the original plans. It is speculated that by utilizing the tongue and groove lumber, there was no relief for the deck when the high-water wave action was hitting the surface. When one board let loose, it created a ripple effect since all the boards were interconnected. The proposed reconstruction would install the new deck with the standard gaps between the boards. For this reason, it is my recommendation to replace the entire walkway.

At the request of Council, staff explored various funding sources to replace the walkway. Staff worked with our insurance provider to have the damaged covered to no avail. We explored various state and local grants which would either not fund the project due to it being a repair or would take more time than the public would desire to wait for the repairs to be made. We also pursued appropriations with state representatives to fund the project. After exhausting these options, it has been determined that if Council wishes to repair the walkway, the cost of the work will have to be approved out of the existing fund balance for the work to move forward.

Due to the volatile lumber market and the delay between when we bid the project and its potential award, staff reached out to Meridian Contracting to confirm the bid price. Todd Britton requested to review the price due to the time delay. Using their current bidding practices, Meridian's bid for the project would have been \$106,024 for the complete replacement. In a willingness to work with the City and to see the project completed, Meridian requested a price adjustment to cover the cost of the material increase plus their standard 5% overhead and profit. This increase would total \$17,392, making the total project \$73,881. Meridian's request and both the previous and current quotes are provided for your review.

This offer from Meridian is very fair to the City. Our alternatives are to reject all the bids and rebid the project or delay the project and wait for prices to normalize, however, we expect this trend to continue into the foreseeable future.

In consideration of all of the information, it is my recommendation, as City Engineer, that council approve the attached budget amendment. Further, it is also my recommendation that the Blair Street Park Repairs Project be awarded to Meridian Contracting in the amount of \$56,489 and contract modification for material cost increases in the amount of \$17,392. With the execution of the contract modification the new project total will be \$73,881.

The contractor has indicated construction could begin in late April if the contract is awarded.

Attachments





City of Alpena

Bid Name: 2021 Blair Street Park Repairs

Bid Open Date: 11/29/2021 @ 2:00 p.m.

Bidder	Addendum	Bid Security	Base Bid	Remarks
Spence Brothers Traverse City, MI			\$ 139,800	
Meridian Contracting Services Alpena, MI		✓	\$ 56,489 \$ 27,886	→ just what needs to be fixed
Ken Robb Construction			\$ 76,165 \$ 84,021.90	→ if we use 2x6s
			\$	
			\$	

Unofficial – “As-Read” Results – Subject to Verification



304 W. Chisholm Street
Alpena, Michigan 49707
Ph: 989-354-4825
Fax: 989-354-4338

Shannon Smolinski
City of Alpena
208 N. 1st Ave
Alpena, MI 49707

November 23, 2021

RE: Blair Street Pier Bid

Shannon,

Thank you for the opportunity to provide you with a cost estimate for the work that you are considering at the Blair Street Pier. Please see the following.

Scope of Work -

Remove and Replace All Decking and Railing on Pier (not ramp) -

- * Remove and dispose of all treated railing.
- * Remove and dispose of all treated decking.
- * Remove and dispose of all treated nailers.
- * We are including an allowance of \$2628 for labor and material to do some minor repairs to the underlying structural steel.
- * Supply and install new welded studs and/or bolts for railing post attachment.
- * Supply and install all new 2x6 treated nailers.
- * Supply and install all new 2x6 treated deck boards.
- * Supply and install all new 4x4x7' treated railing posts
- * Supply and install all new 2x6 treated railing.

Total Cost:

\$56,489

Repair Existing Pier -

- * Remove and dispose of decking on balance of east half of pier (approximately 135')
- * Remove and dispose of existing wood nailers on east half (approximately 135').
- * Includes all equipment, loading, and trucking.
- * We are including an allowance of \$1314 for labor and material to do some minor repairs to the underlying structural steel.
- * Supply and install all new 2x6 treated nailers (approximately 135').
- * Supply and install all new 2x6 treated deck boards (approximately 135').
- * Supply and install 8 new 4x4x7' treated railing posts.
- * Supply and install new 2x6 treated railing for 7 railing sections (approximately 91lf).

Total Cost:

\$27,886

Repair Existing Ramp -

- * Remove and replace approximately 6 2x6 treated deck boards.

Total Cost:

\$164

Due to the recent volatility of material prices, we have enclosed a copy of the material quote to show what we have currently included for material costs. Should the price move in either direction we would like to be able to adjust the contract amount accordingly.

Thanks again for the opportunity to be of service. Please feel free to contact me if you have any questions.

Respectfully Submitted,
Meridian Contracting Services, LLC

Todd R. Britton

REPRINT

DATE	QT NUMBER
11-19-21	57929727

QUOTATION

QUOTE

Page 1
QT

S
O 490714
L
D MERIDIAN CONTRACTING SERVICES
304 W CHISHOLM ST
T
O ALPENA, MI 49707-0000

S
H 765945
I
P MERIDIAN CONTRACTING MARK ALPN
304 W CHISHOLM ST
T
O ALPENA
MI 49707-0000

JOB NO.		COST CODE	EST SHIP DATE	CLERK #	SHIPPED FROM
			11-30-21	mat8	ALPEMIYD QT
QTY	ITEM NO.	DESCRIPTION	U/M	UNIT PRICE	EXTENDED PRICE
1	2614T2PR	2X6-14' #2 TRTD GC PREM	EA	17.24	17.24
1	2616TGVKDATCGC	2X6-16'C TRTD GC KDAT VJNT T&G	EA	23.99	23.99
1	4412T	4X4-12' #2 TRTD GC	EA	16.99	16.99
1	2616T2PR	2X6-16' #2 TRTD GC PREM	EA	17.90	17.90
<p> <i>BASED ON THE COST OF 4X4-12', A 4X4-14 SHOULD BE APPROXIMATELY</i> </p>					
<p> <i>#19.22</i> </p>					
<p> **Unless otherwise specified herein, all prices shown shall only be valid for materials delivered for or received by the Purchaser within 14 days from the date of this quotation.** </p>					

SUBTOTAL	TAX	TOTAL
76.12	4.57	80.69

BFS RETAINS THE RIGHT TO ADJUST ALL QUOTED PRICES IN THE EVENT OF SHORTAGES, ENVIRONMENTAL IMPACTS, FREIGHT INCREASES, OR GOVERNMENTAL REGULATIONS.

Printed: 11/19/2021 13:51:05
Effective: 11/19/2021 Expires: 11/30/2021
Location Name: ALPENA MI YARD
Phone: 989-356-2106

Thank you for the opportunity to quote

QUOTATIONS SUBJECT TO CREDIT APPROVAL

Bids Due: November 29, 2021
Time: 2:00 p.m.

BID LIST
2021 BLAIR STREET PARK REPAIRS

Meridian Contracting Services
304 W. Chisholm Street
Alpena, MI 49707
989-354-4825
todd@mericon.net

Timm Construction
3336 Piper Road
Alpena, MI 49707
989-356-4514
mike@timmconstruction.com

Ryan Woodruff Construction
2105 N. Partridge Pt. Road
Alpena, MI 49707
989-657-5150
ryan@woodruffconstruction.com

Kurt Shields
8753 Indian Reserve Road
Alpena, MI 49707
989-916-6559
Kurt.shields244@gmail.com

Kenyon Brothers Construction
16891 Miller Creek Road
Hillman, MI 49746
989-742-3963
kenyonsranch@hotmail.com

Leavesley Construction
2762 Emmet Street
Alpena, MI 49707
989-884-3158
info@leavesleyconstruction.com

Devere Industrial LLC
1001 Washington Avenue
Alpena, MI 49707
Ph: 989-340-1751
bjohnson@devereind.us

MacArthur Construction
16915 M-32 W.
Hillman, MI 49746
989-379-4024
adrianmacarthur@hotmail.com

VanWagoner Builders
2656 Werth Road
Alpena, MI 49707
989-464-8282
vanwagonerbldrs@charter.net

Jeff Trelfa Builders
5588 Huessner Rd.
Alpena, MI 49707
989-464-0699
jtrelfabuilders@yahoo.com

Ken Robb Construction
1040 Highland Ct.
Alpena, MI 49707
989-255-0868
yardman02@yahoo.com

Kenyon Construction
25460 M-32 W.
Hillman, MI 49746
989-742-4533
info@kenyonconstruction.net

BUDGET AMENDMENT REQUEST

FUND: General

DEPARTMENT: Parks

PROJECT: Blair Street Walkway Repairs

Account No.	Account Description	Current Budget	Proposed Increase or (Decrease)	Proposed Budget
101-751-976.000	CAP - General Park Improvemtns	\$310,000	\$73,900	\$383,900
	General Fund Balance		(\$73,900)	(\$73,900)

Justification for Budget Amendment

At the request of Council, staff explored various funding sources to replace the walkway. We worked with our insurance provider to have the damaged covered to no avail. We explored various state and local grants which either would either not fund the project due to it being a repair and not an upgrade or would take more time than the public would desire to wait for the repairs to be made. We also pursued appropriations with local state representatives to fund the project. After exhausting these options, it has been determined that if council wishes to repair the walkway, the cost of the work will have to be approved out of the existing fund balance for the work to move forward.

Michigan Uniform Accounting and Budget Act:

** Requires budget amendments before any expenditures exceed the budget.

** The City Manager and City Clerk/Treasurer/Finance Director are authorized by the Municipal Council to make budgetary transfers within the departments established through this budget. All transfers between departments or funds or from fund balance may be made only by further action of the Municipal Council.

3/16/2021
 Department Head Date

Clerk/Treasurer Date

City Manager Date

City Council Date

From: todd.mericon.net
To: [Smolinski, Shannon](#)
Subject: Blair Street Pier
Date: Thursday, March 17, 2022 5:01:00 PM
Attachments: [BFS original quote.pdf](#)
[BFS revised quote.pdf](#)

Shannon,

The material cost has gone up a lot since we bid the Blair St project. If I plug the current material numbers in, our bid should be at \$106,024. Our direct material cost increase not including mark up is \$16,564. I would think that we could do it at the increased cost of the materials plus 5% O&P, or a total additional cost of \$17,392, so we are not going backwards. I have included both material quotes so you can see the change.

Please let me know what you would like to do.

Thanks,

Todd



Builders FirstSource

DATE	SO NUMBER
03-22-21	53278084

SALES ORDER

STOCK ORDER Page 1

S
O 490714
L MERIDIAN CONTRACTING SERVICES
D 304 W CHISHOLM ST
T
O ALPENA, MI 49707-0000

S
H 765945
I MERIDIAN CONTRACTING MARK ALPN
P 304 W CHISHOLM ST
T 304 W CHISHOLM ST
O ALPENA
MI 49707-0000

JOB NO.	CUSTOMER PO	COST CODE	EST SHIP DATE	CLERK #	SHIPPED FROM
304WCHISHOLM.000	BLAIR STREET	3	03-30-21	mat8	ALPEMIYD SO

QTY	ITEM NO.	DESCRIPTION	U/M	UNIT PRICE	EXTENDED PRICE
664	2614T2PR	2X6-14' #2 TRTD GC PREM	EA	15.99	10,617.36
79	2616T2PR	2X6-16' #2 TRTD GC PREM	EA	20.85	1,647.15
40	2614T2PR	2X6-14' #2 TRTD GC PREM	EA	15.99	639.60
54	4412T	4X4-12' #2 TRTD GC	EA	28.69	1,549.26

MI MICHIGAN 6%

SALESPERSON: P031809
BUYER: TODD

SUBTOTAL	TAX	TOTAL
14,453.37	867.20	15,320.57

Unless otherwise specified herein, all prices shown shall only be valid for materials delivered for or received by the Purchaser within 14 days from the date of this order.



Builders FirstSource

REPRINT

DATE	QT NUMBER
03-17-22	59994025

QUOTATION

QUOTE

Page 1
QT

S
O 490714
L MERIDIAN CONTRACTING SERVICES
D 304 W CHISHOLM ST
T
O ALPENA, MI 49707-0000

S
H 765945
I MERIDIAN CONTRACTING MARK ALPN
P 304 W CHISHOLM ST
T
O ALPENA
MI 49707-0000

JOB NO.		BLAIR STREET	COST CODE	EST SHIP DATE	CLERK #	SHIPPED FROM
				04-15-22	mat8	ALPEMIYD QT
QTY	ITEM NO.	DESCRIPTION		U/M	UNIT PRICE	EXTENDED PRICE
664	2614T2PR	2X6-14' #2 TRTD GC PREM		EA	28.78	19,109.92
79	2616T2PR	2X6-16' #2 TRTD GC PREM		EA	31.00	2,449.00
40	2614T2PR	2X6-14' #2 TRTD GC PREM		EA	28.38	1,135.20
54	4412T	4X4-12' #2 TRTD GC		EA	26.43	1,427.22

SUBTOTAL	TAX	TOTAL
24,121.34	1,447.28	25,568.62

BFS RETAINS THE RIGHT TO ADJUST ALL QUOTED PRICES IN THE EVENT OF SHORTAGES, ENVIRONMENTAL IMPACTS, FREIGHT INCREASES, OR GOVERNMENTAL REGULATIONS.

Printed: 03/17/2022 13:41:05
Effective: 03/17/2022 Expires: 04/15/2022
Location Name: ALPENA MI YARD
Phone: 989-356-2106

Thank you for the opportunity to quote

QUOTATIONS SUBJECT
TO CREDIT APPROVAL



City Hall
208 North First Avenue
Alpena, Michigan 49707
www.alpena.mi.us

Engineering

CONTRACT MODIFICATION

NO. 1

PROJECT: Blair Street Park Repairs

ADD ITEMS:

Item	Unit	Qty	Unit Price	Total
Materials increase	LS	1	\$17,392	\$17,392
				\$17,392

Due to the volatile lumber market and the delay between bid date potential award, contractor requested a review the price and requested a contract modification to cover the cost of the material increase plus their standard 5% overhead and profit.

TOTAL CONTRACT DIFFERENCE: + \$17,392

CURRENT CONTRACT TOTAL: \$73,881

THE UNDERSIGNED REPRESENTATIVES OF THE CITY OF ALPENA AND THE CONTRACTOR FOR THE PROJECT REFERENCED ABOVE AGREE TO THIS CHANGE IN CONTRACT.

Stephen J. Shultz, City Engineer

Contractor

Rachel Smolinski, City Manager

Anna Soik, City Clerk/Financial Director/Treasurer



Memorandum



Date: March 16, 2022

To: Mayor and City Council Members

Copy: Rachel Smolinski, City Manager
Anna Soik, City Clerk/Treasurer/Finance Director

From: Stephen J Shultz, City Engineer 

Subject: Thunder Bay River Center Board – Land and Water Conservation Fund

For several years now the Thunder Bay River Center Board has been working towards the construction of the Thunder Bay River Center. This center will provide an educational platform for individuals to learn about the complex ecosystems within and surrounding the Thunder Bay Watershed. The center will be constructed within the Alpena Wildlife Sanctuary (AWS) more specifically, at the Duck Park.

The overall river center is proposed to be 20,000 feet overall. A recent estimate provided by an architectural firm estimates the overall project would cost approximately \$6 million. In an effort to make the project feasible, the board recently made the decision to break the project into three phases.

After a meeting with the MDNR Grant Management Team, the Thunder Bay River Center Board, with the aid of staff, decided to pursue a Land and Water Conservation Fund Grant. According to the application guide, the Land and Water Conservation Fund is a federal program administered in Michigan by the Department of Natural Resources on behalf of the National Park Service. The fund is utilized to promote outdoor recreation and recreational facilities much like the river center. The maximum funding available is \$500,000 with at least a 50% local match, though more is encouraged for a stronger application.

The proposed Phase I project will include a barrier free ADA compliant pavilion and two unisex restrooms; neither exist presently at the park. The pavilion will be the site of outdoor programs designed to encourage people to explore the natural resources of the AWS, experience kayaking/canoeing using the barrier free canoe/kayak launch at Duck Park, walk the trails on adjacent Island Park, enjoy fishing from the barrier free bridge and the several fishing platforms.

Preliminary design sketches are attached. Phase 1 of the project is estimated to be \$275,000. We will be requesting \$125,000 in grant funds for the project. The Thunder Bay River Center Board has an ongoing fundraising campaign for the river center and

has committed to making the matching funds of \$150,000 with cash and possible in-kind donations.

Applications are due April 1, 2022, for the grant. I recommend, as City Engineer, that City Council pass resolution 2022-04 and direct staff to prepare and submit the application for the Development of the Thunder Bay River Center Phase I: Pavilion and Restrooms. We are requesting that City Council commit the needed match funds of \$150,000 at this time to submit the application with the knowledge that the Thunder Bay River Center Board has funding available to cover the complete match.

Announcement of awards is expected in Spring 2023. Upon approval, staff and the Thunder Bay River Center Board will begin working with the community partners to assist in the funding of the project and assemble the application.

Attachments



RESOLUTION NO. 2022-04

**RESOLUTION AUTHORIZING SUBMISSION OF A LAND AND WATER
CONSERVATION FUND GRANT APPLICATION FOR DEVELOPMENT OF THE
THUNDER BAY RIVER CENTER PHASE I: PAVILION AND RESTROOMS
PROJECT AT THE DUCK PARK**

WHEREAS, Duck Park is identified as a city park in the 2021-2025 City of Alpena Recreation Plan; and

WHEREAS, planned improvements to Duck Park are identified in the City's six-year Capital Improvement Plan; and

WHEREAS, the City, on behalf of the Thunder Bay River Center Board, is seeking a Land and Water Conservation Grant from the Michigan Department of Natural Resources in the amount of \$125,000 to assist in financing the Development of the Thunder Bay River Center Phase I: Pavilion and Restrooms project (total estimated project cost is \$275,000); and

WHEREAS, the City has provided an opportunity for the public to comment on the proposed project.

NOW THEREFORE, BE IT RESOLVED, that the proposed Development of the Thunder Bay River Center Phase I: Pavilion and Restrooms project as specified in the MDNR application will be undertaken if the grant is awarded and the City commits a local match of \$150,000 from the City of Alpena General Fund from donations received from the Thunder Bay River Center Board:

BE IT FURTHER RESOLVED, that the application be authorized for submission to the MDNR and the Mayor be directed to sign all necessary documents on behalf of the City Council.

Councilmember _____ moved to adopt the above resolution, seconded by Councilmember _____.

Ayes:

Nays:

Absent:

Resolution declared adopted.

I, Anna Soik, City Clerk of the City of Alpena, **DO HEREBY CERTIFY** that the above is a true copy of a resolution adopted by the Municipal Council at a regular meeting held March 21, 2022.

Anna Soik
City Clerk



Thunder Bay River Center

184 Long Rapids Rd.
(1510 W. Chisholm St.)
Alpena, MI 49707

March 16, 2022

To: Mayor Walligora and Member of Alpena City Council,
The City of Alpena on behalf of the Thunder Bay River Project is applying to MI DNR Land and Water Fund for a grant of \$125,000 to assist in constructing Phase I of the River Center.

There is a 50% match requirement to obtain the grant funds. The Thunder Bay River Center Board, the 501c3 subsidiary of the Alpena Wildlife Sanctuary Board will provide the match of \$125,000 for the application.

Below is the report on TBRC's funds excerpted from its minutes of March 7, 2022 to show the funds are available:

**Thunder Bay River Center
Meeting Minutes
February 7, 2022**

I. Call to order

The meeting was called to order at 4:34 p.m. by the Chair, Judy Kalmanek.

II. Roll Call

Present: Bill Haase, Judy Kalmanek, Roger Witherbee, Brian Bartosh, Susan Szczkowski, Beverly Bodem.

Staff: Montiel Birmingham, City Representative

Absent: Chris Pawley, Meag Schwartz

III. Approval/Modification of Agenda

There were no changes made to the agenda.

IV. Approval of Minutes February 14, 2022

A motion was made by Dan, seconded by Bev, and carried, that the minutes of February 14, 2022 be approved as presented.

V. Committee Reports

a. Treasurer's Report (Bill)

CFNEM Accounts—Building Fund	--	\$164,976.66*
AAACU Account-- Money Market	--	88,536.07
Northland Federal CU Savings	--	5.00
Checking	--	8,690.02**
Money Market	--	2,074.74

Treasury	--	\$264,282.49

City of Alpena restricted fund committed to TBRC - \$ 55,000
Total Treasury - \$ 319,282.49

*12/31/2021 audited balance

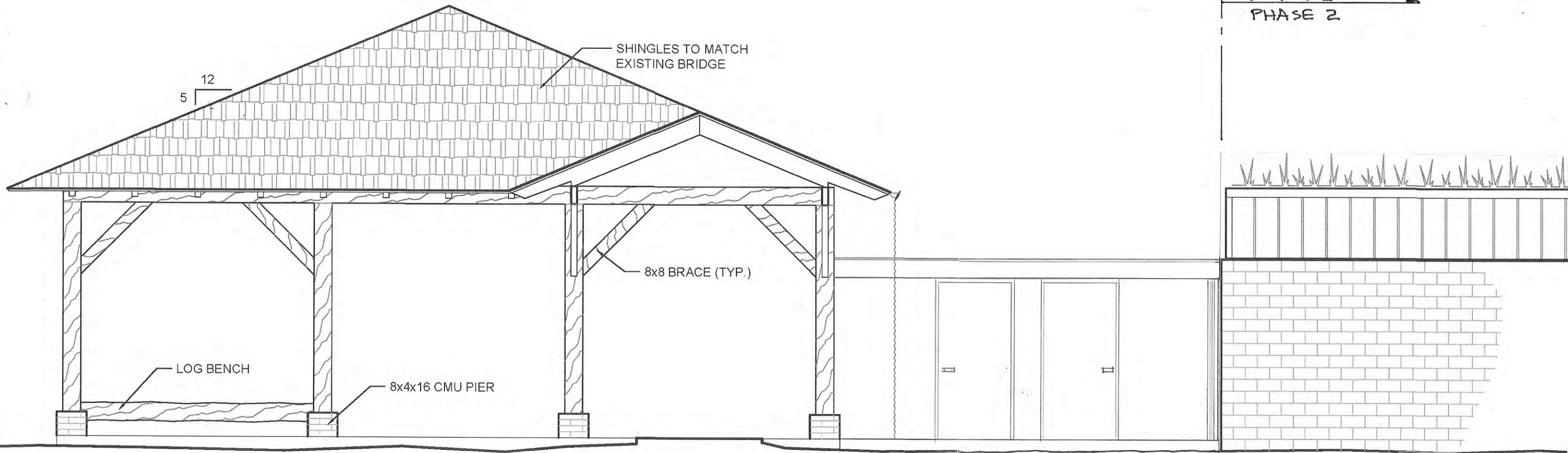
** includes last deposit of \$1,085 -2/25

Sincerely,

Judy Kalmanek, Chair

Thunder Bay River Center Board

Secretary Alpena Wildlife Sanctuary Board



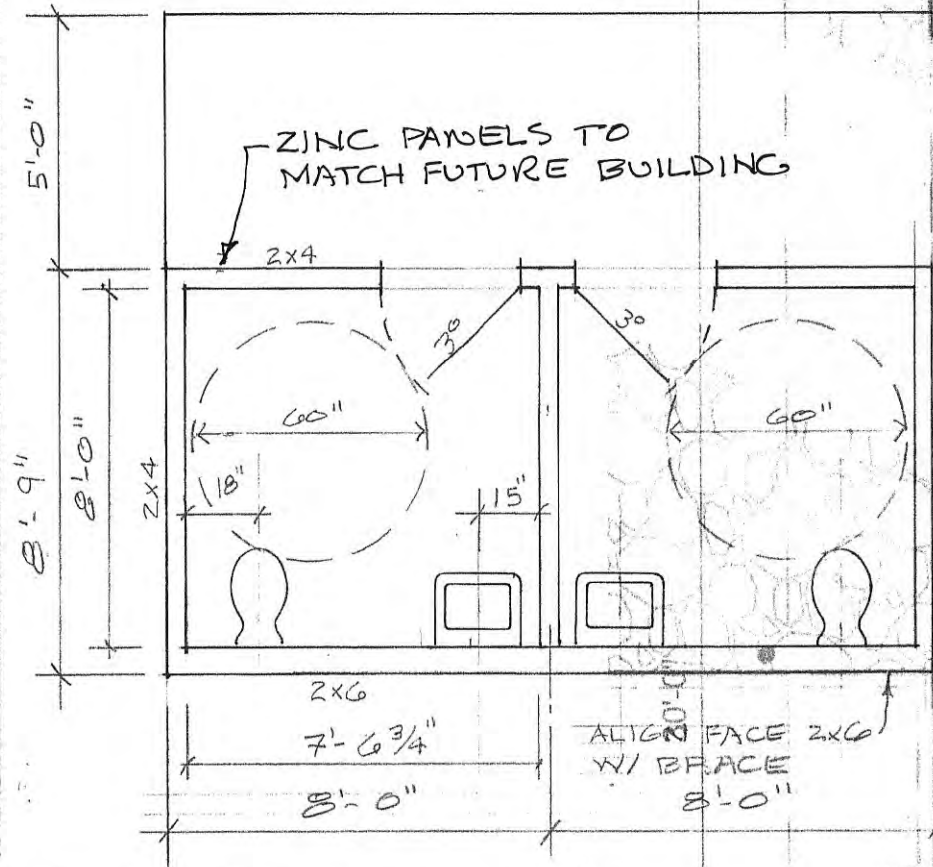
TIMBER PAVILION & TOILET ROOMS 1/4"



PARTIAL REAR (NORTH) ELEV

1/4" = 1'-0"

MAINTENANCE
OPTION WALLS - USE 4" CMU
w/ ZINC OUTSIDE, EPOXY
PAINT INSIDE, EPOXY
FLOOR PAINT



ANIMAL PRINTS CAST IN CONCRETE

Q OF DOORS

4x12 BRACE (EA. SIDE)

ZINC DOWNSPOUT

1/4" PLAN
2 UNISEX TOILET
ROOMS ADDED TO
TIMBER PAVILION

COUNTER W/
DESS FOR TOP
ALL UP SECURITY
REEN

5x5 STEEL COL.

PAVILION ROOF

TOILET ROOF

COATS

CL OF
RADIUS

TIMBER PAVILION

VESTIBULE

ANIMAL PRINTS CAST
IN CONCRETE

CL OF DOORS

4x12 BRACE (EA. SIDE)

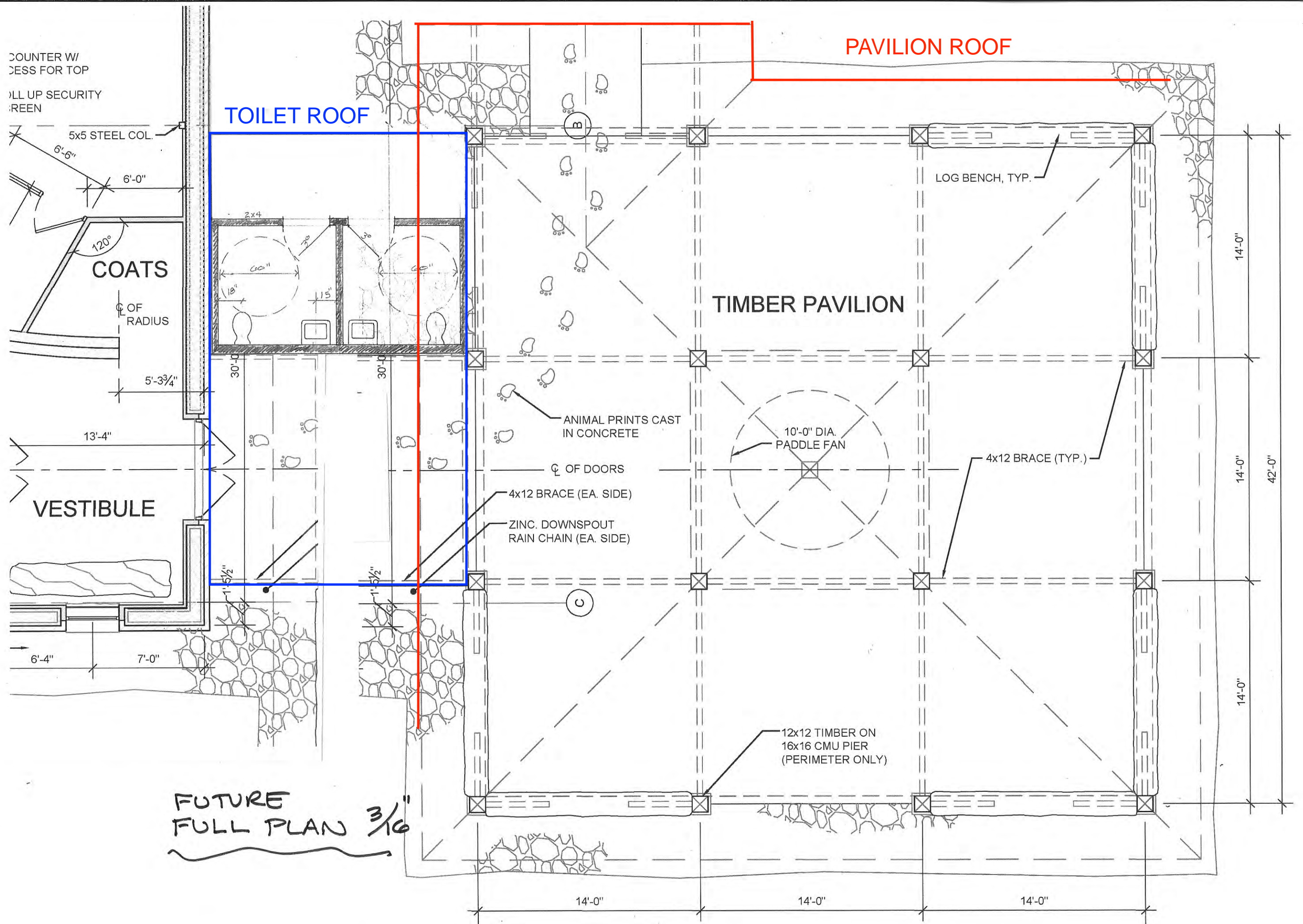
ZINC. DOWNSPOUT
RAIN CHAIN (EA. SIDE)

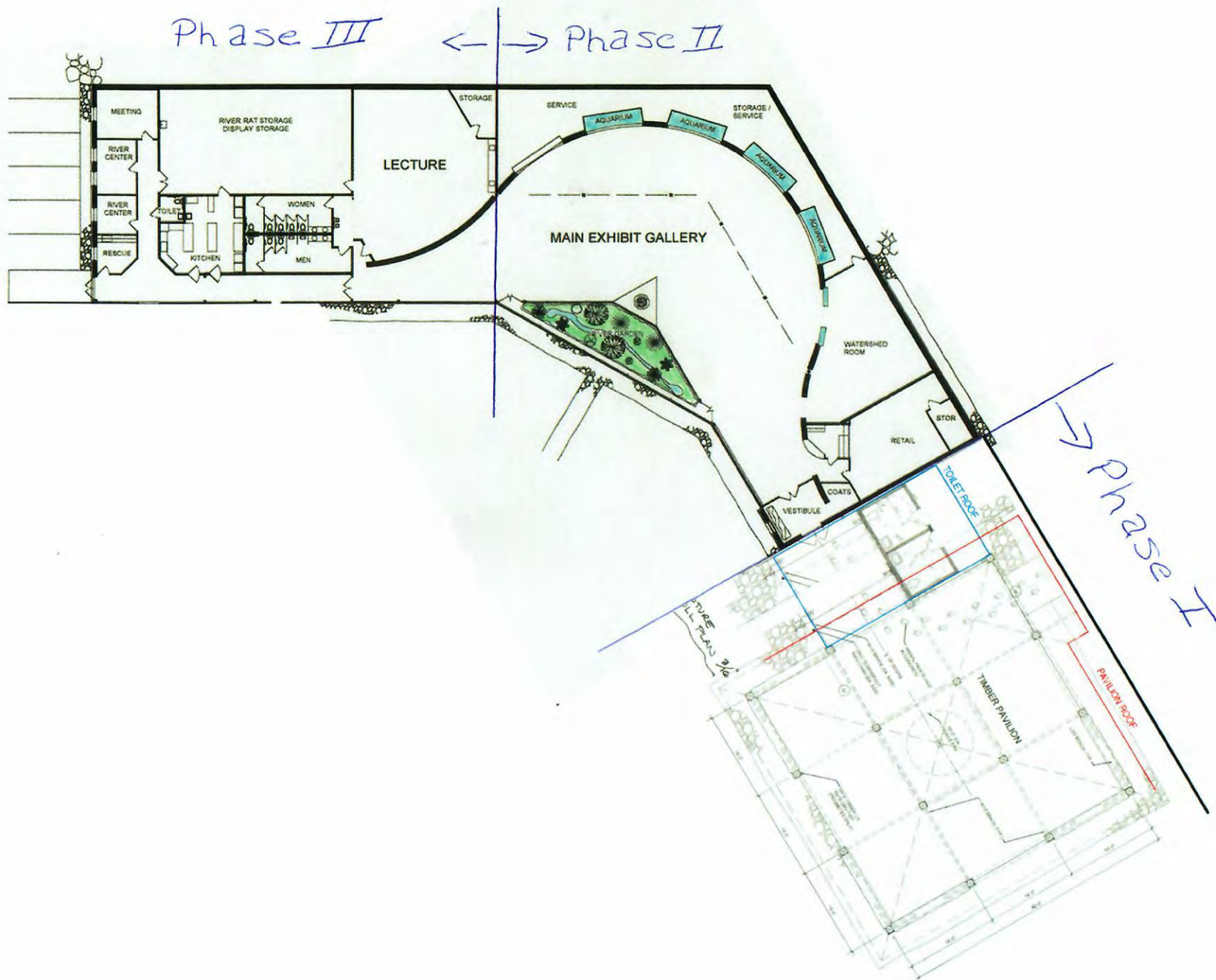
10'-0" DIA.
PADDLE FAN

4x12 BRACE (TYP.)

12x12 TIMBER ON
16x16 CMU PIER
(PERIMETER ONLY)

FUTURE
FULL PLAN $\frac{3}{16}$ "






Memorandum



Date: March 16, 2022

To: Mayor and City Council Members

Copy: Rachel Smolinski, City Manager
Anna Soik, City Clerk/Treasurer/Finance Director

From: Shannon Smolinski, Harbormaster 

Subject: Alpena Marina – Waterways Program Grants

Over the past year, the City and marina staff have focused efforts to revitalize the marina. One of the initial steps was the development of a master plan which utilized public outreach and opinion to develop a guide for the marina for the next five years. These efforts identified three major projects users felt needed to be addressed as soon as possible: the shop and store need renovating, the fixed docks need to be replaced, and the boaters' restroom facilities need to be remodeled.

One potential source for improvements available to the marina are competitive Michigan DNR Waterways Program Grants. This grant is available to the City of Alpena as a Grant in Aid Harbor within the State of Michigan for infrastructure improvements for the marina. While keeping funding availability and budgets in mind, any application submitted will propose breaking the overall marina refurbishment into smaller projects moving towards our overall goal of revitalizing the marina.

After review of these various projects, the results of the master plan surveys and charrette, and the progress made this season on the marina grounds, the Harbor Advisory Committee has recommended pursuing a grant from the Waterways for replacement of the remaining fixed docks. These docks have exceeded their life expectancy and, in many cases, have become dangerous to users. This previous season, several docks were closed since they were in such bad condition and should no longer be used. This summer and fall, marina staff made some temporary repairs to buy some time, but overall, the docks need to be replaced.

With budget in mind, this project will propose removing the existing docks retaining the center tie off post at the request of the users and replacing the fixed docks with new floating docks similar in size and style to the ones along Prentiss Street. After reaching out to our previous vendor for an estimate of what the replacement would cost, they noted the need for the existing water system to be relocated for the docks to function properly. For this reason, the water system will also be replaced as part of this project. Additionally, moneys have also been included to purchase some much requested park amenities, including picnic tables and grills, for this area of the marina.

The overall project is estimated at \$306,340. While the program requires a 50% match, I proposed requesting \$150,000 from the Waterway Program Grant to be matched with \$156,340 by the City which will give us preference points for exceeding the required match.

It is, therefore, my recommendation, as Harbormaster, that Council pass Resolution 2022-03 and direct staff to prepare and submit the application for the Waterways Program Grant for the Alpena Marina Fixed Dock Replacement.

Attachments



RESOLUTION NO. 2022-03

**RESOLUTION AUTHORIZING SUBMISSION OF A WATERWAYS PROGRAM
GRANT APPLICATION FOR THE ALPENA MARINA FIXED DOCK
REPLACEMENT PROJECT**

WHEREAS, The Alpena Marina is identified as a city park in the 2021-2025 City of Alpena Recreation Plan; and

WHEREAS, planned improvements to Alpena Marina are identified in the City's six-year Capital Improvement Plan and developing Alpena Marina Master Plan; and

WHEREAS, the Alpena Marina, as a grant-in-aid harbor, is seeking a Waterways Program Grant from the Michigan Department of Natural Resources in the amount of \$150,000 to assist in financing the Alpena Marina Fixed Dock Replacement project (total estimated project cost is \$306,340); and

WHEREAS, the City has provided an opportunity for the public to comment on the proposed project.

NOW THEREFORE, BE IT RESOLVED, that the proposed Alpena Marina Fixed Dock Replacement project as specified in the MDNR application will be undertaken if the grant is awarded and the City commits a local match of \$156,340 from the Alpena Marina Fund:

BE IT FURTHER RESOLVED, that the application be authorized for submission to the MDNR Waterways and the Mayor be directed to sign all necessary documents on behalf of the City Council.

Councilmember _____ moved to adopt the above resolution, seconded by Councilmember _____.

Ayes:

Nays:

Absent:

Resolution declared adopted.

I, Anna Soik, City Clerk of the City of Alpena, **DO HEREBY CERTIFY** that the above is a true copy of a resolution adopted by the Municipal Council at a regular meeting held March 21, 2022.

Anna Soik
City Clerk

Waterways Program Grant
Alpena Marina Fixed Dock Replacement

Item of Work	Qty	Unti	Unit Price	Item Total
Mobilization	1.00	LS	15,000.00	15,000.00
Docks, Removal	1.00	LS	30,000.00	30,000.00
Excavation, Earth	100.00	CYD	50.00	5,000.00
Sidewalk, Rem	72.00	SYD	20.00	1,440.00
Sidewalk, Conc, 6 inch	650.00	SFT	10.00	6,500.00
Connect to Ex Watermain	1.00	Each	500.00	500.00
Water Service, 2 inch, HDPE	450.00	Ft	30.00	13,500.00
Dockside Water Service	12.00	Each	750.00	9,000.00
Docks, Installed	12.00	Each	16,700.00	200,400.00
Slope Restoration	1,000.00	Cyd	15.00	15,000.00
Park Amenities	1.00	LS	10,000.00	10,000.00

Project Toal	\$306,340
Grant Amount Requested	\$150,000
City of Alpena Match	\$156,340

March 14, 2022

To: Department of Natural Resources

Re: City of Alpena DNR Michigan Waterway Program Grant

I am writing on behalf of the Harbor Advisory Committee (HAC) in support of the City of Alpena as they submit a Michigan Waterways grant for their Marina docks improvement project. The City of Alpena is seeking to replace existing docks within the City marina as the current ones are either unusable or present safety issues. As of the Harbor Advisory Committees' last meeting on March 3, 2022, they unanimously voted to have the Harbormaster pursue funding for the purposes of repairing and replacing docks within the City of Alpena Marina. This project was selected by the HAC as a result of a series of surveys implement by both boaters and community members. These docks, if replaced, will allow for a safer berth for seasonal users of the marina and allow for longer boats a usable slip.

I encourage you to consider the City of Alpena in their grant request to improve boat docks to provide a safer and more effective use of our maritime facilities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don La Barre', with a stylized, cursive script.

Don La Barre
Chairperson