

**City of Alpena**  
**Harbor Advisory Committee**  
**Regular Monthly Meeting**  
**4:30 p.m., Thursday, January 5, 2023**

**This meeting will be in person at City Hall in the Council Chambers.**

The packet for this meeting can be found on our website at:

The public is welcome to alternately join the meeting from your computer, tablet or smartphone.

[https://www.alpena.mi.us/government/city\\_boards\\_2/HAC\\_meeting\\_agendas\\_and\\_minutes.php](https://www.alpena.mi.us/government/city_boards_2/HAC_meeting_agendas_and_minutes.php)

The public is welcome to alternately join the meeting from your computer, tablet or smartphone.

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/733402781>

You can also dial in using your phone.

Access Code:

733-402-781

United States:

[+1 \(872\) 240-3412](tel:+18722403412)

## **Agenda**

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA/ MODIFICATIONS

APPROVAL OF PRIOR MEETING MINUTES – December 1, 2022

BUSINESS:

1. 2022 Financial Update – *Shannon*
2. Capital Improvement Projects - *Shannon*
3. Commercial Businesses SOP/Agreement – *Shannon*
4. Lease Follow Up – *All Marine and Storage*

HARBORMASTER'S REPORT

PUBLIC COMMENT

MEMBER COMMENTS

STAFF COMMENTS

NEXT MEETING:     Date: February 2, 2023  
                             Topics for Discussion: Commercial Business SOP/Advertising

ADJOURNMENT

# **City of Alpena Harbor Advisory Committee**

## **Meeting Minutes 4:30 p.m., Thursday, December 1, 2022**

The meeting was called to order at 4:28 p.m.

Committee members present: Al Moe, Steve Wilson, Wayne Lewis, Tanner Kostelic, Don LaBarre, Rick Konecke, Jason Luther, Brian Peterson (left at 5:20 p.m.)

Committee members absent: None

Staff present: Shannon Smolinski, Steve Shultz (virtual), Anne Gentry, Cassie Stone

APPROVAL OF AGENDA – Motion to modify the agenda to include Capital Improvement Projects (CIP) under the business section by Luther, Second by Wilson, Motion carried.

APPROVAL OF MINUTES –October 6, 2022 – Motion by Lewis, Second by Moe, Motion carried.

### **BUSINESS:**

#### **1. Marketing and Advertising Update**

- Meeting with DDA – Shannon stated she had a meeting with the DDA regarding marketing with the marina in cooperation with the downtown businesses. Shannon and the DDA are going to approach some of the downtown businesses and see if it is possible to offer a 10 % discount, free appetizer or coupon book to draw people into the downtown area. Shannon stated that now that the fiber is down at the marina she is hoping to be able to hand work down to other people including some of the social media.
- Follow up with America's Great Loop Cruisers' Association – Shannon has started the paperwork with them but has asked them to delay our membership with them until January because that's when the reservation system is open. Tentatively the open for reservations date is January 10th.

2. Commercial Business SOP/Agreement – Shannon stated that in the members packet she included a checklist that Rick had provided regarding commercial businesses. Shannon requested that the members take a look at it and see what they find reasonable. Shannon stated that if people do not supply a charter certificate it will be their responsibility to get a third party that is knowledgeable and acceptable to do the inspection and who would assume the liability. Rick stated that every five years the Coast Guard does a marine inspection and every two years the DNR does a safety inspection. Will have to decide how often the city is going to request the inspections. In addition to the mandatory inspections that are needed, Brian added that he feels if someone is going to operate a air b-n-b the city needs to provide a ten point check list that lists the stipulations that need to be followed to operate in the marina such as the boat needs to be running, can't leak any fluids and not be unsightly and must also provide proof of insurance. Members agree to only allow two air b-n-b's a year and they must apply and be approved. They will also have the first right to refuse to operate the following year.

3. Committee Requested Discussion Points

- Fish Cleaning Station Fees – Steve Wilson suggested since people come from Roger's City to use the fish cleaning station, should we regulate a cost for people to use it? Rick added that it would be hard to regulate that and by not offering the service we would be opening ourselves up to fish guts spread around the marina. He suggested trying voluntary first by going to the Brown Trout Committee, Walleye Club and Steel Headers and ask for donations. Members agreed putting up a drop box with a sign that says any donations are accepted to help offset costs to operate the fish cleaning station. Shannon added that the money the charter boats use to purchase the bathroom cards will go towards cleaning/maintenance costs.
- Complimentary Dockage – Wilson questioned if it was ever decided who was going to receive free dockage. Shannon stated free dockage is only for law enforcement and youth activities going forward.

- Goose Management – Wilson suggested doing something different with the goose management system down at the marina. Shannon stated that the hours are going to be limited. The system will be shut off over night beginning at 9:00 p.m. and once back on it will only go off every half hour versus the fifteen minutes it was running. Shannon added they are still working on different ideas to deter the geese and another Goose Management Meeting is scheduled for January.
4. Lease Agreement – Cochon Market of Alpena – Shannon stated that Cochon has proposed a modification to his lease agreement. Wilson feels that there should be a minimum amount set for rent not 10 % as there are only a few good months for business. Internal discussion with city staff led to having a minimum amount that would at least cover the utilities for the building. Cochon's utility portion was \$100.00. Cochon also put a lot of fixtures in the inside of the building and has a lot of ideas to help improve the building. Cochon also wants to work with All Marine and have things in stock for boaters that All Marine doesn't carry to allow more of a variety and to have product available when All Marine isn't open. Members agreed to set a minimum amount that would cover the utilities for the building even when it is closed and review it again in a year. Wilson questioned what is planned to be done to the building. Shannon stated at the minimum she is going to get the building painted. It needs siding and windows as well but it has been hard to get a contractor to bid on it and for it to be reasonable. Moe suggested that Home Depot will sometimes provide materials at no cost. Moe appreciates Phillip from Cochon coming to the meeting and would like to see Arlee and Reid from All Marine join a meeting as well.
  5. 2023 Meeting Schedule – Moe suggested canceling some meetings if there is not anything pressing on the agenda. Shannon said probably try to skip the June/July one when everyone is busy. Motion by Lewis, Seconded by Moe to approve the 2023 Meeting Schedule as presented. Motion carried.
  6. CIP Items – Shannon asked if any of the members seen anything for the marina that wasn't listed in the CIP and if there was any questions on the projects that were listed. Shannon is going to email the members the projects that are going to get done in 2023.

Motion made by Lewis, seconded by Wilson to approve the projects listed. Motion carried.

HARBORMASTER'S REPORT: Shannon reported that she was made aware of the Michigan Bass Adult State Championship that will be held in Alpena September 8<sup>th</sup> – 10<sup>th</sup>. We are expecting to have 80 boats to come in to the marina. Kooter was the recipient representing DPW for the City Wide Pride achievement and if anyone sees him to congratulate him and he will be awarded an additional four hours of personal time to use. Shannon will be sending out an email shortly asking who will be coming back next year for a slip. There has been some increased interest for slips so there are a few people currently on a wait list. There are two spots available on Prentiss Street for shorter boats.

PUBLIC COMMENT: None

MEMBERS COMMENT: None

STAFF COMMENT: None

NEXT MEETING: Next meeting will be January 5, 2023, at 4:30 p.m.

ADJOURNMENT: Motion by Lewis, Second by Luther. Motion carried.

## REVENUE AND EXPENDITURE REPORT FOR CITY OF ALPENA

Jan 1, 2022 thru

December 31, 2022

GL NUMBER	DESCRIPTION	
Fund 211 - MARINA FUND		
Revenues		
Dept 000 - GENERAL GOVERNMENT		
211-000-476.100	BUSINESS LICENSES AND PERMITS	12,700.00
211-000-567.400	STATE GRANTS - SEASONAL DOCKS	0.00
211-000-569.000	STATE GRANTS - OTHER	0.00
211-000-607.003	FEES	615.00
211-000-626.006	BOAT PUMP OUT SERVICE	440.00
211-000-626.007	TRAVEL LIFT SERVICES	6,435.00
211-000-626.008	SERVICES RENDERED	0.00
211-000-642.010	SALES - DIESEL FUEL	89,817.07
211-000-642.011	SALES - REC GAS	85,084.93
211-000-642.012	SALES - ICE	306.44
211-000-642.013	SALES-INTEREST	105.50
211-000-665.000	INTEREST INCOME - INVESTMENTS	1,631.01
211-000-667.005	RENT	9,000.00
211-000-667.017	SLIP RENTAL - SEASONAL	32,446.82
211-000-667.018	SLIP RENTAL - TRANSIENT	27,281.22
211-000-667.019	FISH CLEANING STATION RENTAL	0.00
211-000-667.020	WINTER BOAT STORAGE RENT	28,562.44
211-000-674.000	DONATIONS	599.00
211-000-676.000	INSURANCE REIMBURSEMENTS	0.00
211-000-676.100	REIMBURSEMENTS	1,894.20
211-000-677.000	MISCELLANEOUS	12,945.15
211-000-684.000	SCRAP & SALVAGE SALES	172.86
211-000-693.000	SALE OF CAPITAL ASSETS	0.00
Total Dept 000 - GENERAL GOVERNMENT		310,036.64
Dept 597 - MARINA		
211-597-687.001	REFUNDS/REBATES	96.82
Total Dept 597 - MARINA		96.82
Dept 931 - TRANSFERS IN/OTHER FINANCING SOURCES		
211-931-699.101	FR GENERAL FUND	131,500.00
Total Dept 931 - TRANSFERS IN/OTHER FINANCING SOURCES		131,500.00
TOTAL REVENUES		441,633.46

## Expenditures

## Dept 597 - MARINA

211-597-702.000	SALARIES & WAGES	101,113.26
211-597-702.001	SAL & WAGES - COVID19	104.29
211-597-703.000	OVERTIME	4,512.69
211-597-709.000	WORKERS COMPENSATION INSURANCE	224.64
211-597-710.000	HEALTH INSURANCE	10,268.72
211-597-711.000	DENTAL INSURANCE	992.09
211-597-712.000	LIFE INSURANCE	106.50
211-597-713.000	LONG TERM DISABILITY	337.84
211-597-714.000	FICA	7,752.80
211-597-715.000	RETIREMENT - CITY CONTRIBUTION	2,389.00
211-597-716.000	DEFINED CONTRIBUTION	6,413.49
211-597-717.000	DEFERRED COMP	1,761.10
211-597-719.000	RETIREE HEALTHCARE - OPEB	6,600.00
211-597-721.000	HSA CONTRIBUTION	2,161.11
211-597-722.000	INSURANCE OPT-OUT	0.00
211-597-723.000	UNIFORMS	1,436.25
211-597-724.000	CONTINUING EDUCATION	0.00
211-597-727.000	SUPPLIES	15,110.15
211-597-729.001	PURCHASES - DIESEL FUEL	76,177.16
211-597-729.002	PURCHASES - REC GAS	67,439.09
211-597-729.003	PURCHASES - ICE	281.50
211-597-730.000	DURABLE GOODS	0.00
211-597-791.000	DUES & SUBSCRIPTIONS	0.00
211-597-801.000	PROF & CONTRACTUAL	80,609.86
211-597-801.008	CONTRACT - AUDITORS	600.00
211-597-850.000	COMMUNICATIONS	1,936.46
211-597-880.002	BEAUTIFICATION COMMITTEE	1,267.00
211-597-900.000	PRINTING AND PUBLISHING	385.77
211-597-920.000	UTILITIES	52,990.28
211-597-930.000	REPAIRS & MAINTENANCE	43,044.20
211-597-940.000	EQUIPMENT RENT	28,906.62
211-597-944.000	FIBER OPTIC RENT	0.00
211-597-956.000	MISCELLANEOUS	67.99
211-597-961.000	FEES	7,331.77
211-597-964.000	REFUND/REBATE	394.00
211-597-965.000	INSURANCE & BONDS	4,004.00
211-597-971.000	CAPITAL OUTLAY	44,169.44
211-597-975.001	CAP - MARINA/REMOVE UST	0.00
Total Dept 597 - MARINA		570,889.07

## TOTAL EXPENDITURES

570,889.07

## Fund 211 - MARINA FUND:

TOTAL REVENUES	441,633.46
TOTAL EXPENDITURES	570,889.07
NET OF REVENUES & EXPENDITURES	(129,255.61)



**Fund** **Category** **Date Printed:** 12/13/2022

<b>Project Description</b>	<b>Master Plan</b>	<b>Dept.</b>	<b>Account Number</b>									
125 Second Avenue Bridge - Rehab Project	<input type="checkbox"/>	Engineering	202-454-986.002	17						\$100,000		\$100,000 MSF
126 Commerce Dr - Long Lake to Wessel	<input type="checkbox"/>	Engineering	202-451-986.001	18						\$250,000	\$250,000	MSF
127 Adams Street Resurfacing - Long Lake to Comm	<input type="checkbox"/>	Engineering	202-451-986.001	19						\$300,000	\$300,000	MSF
<b>Category Subtotals</b>					\$905,144	\$523,000	\$425,000	\$760,000	\$860,000	\$605,000	\$4,078,144	
<b>Fund Grand Totals</b>					\$905,144	\$523,000	\$425,000	\$760,000	\$860,000	\$605,000	\$4,078,144	

### Marina Fund

Marina				Rank	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Sources	
128	Marina Boaters Restroom Design	<input type="checkbox"/>	Engineering	211-597-971.000	1	\$35,000					\$35,000	Gr Other	
129	Marina Restroom Improvements	<input type="checkbox"/>	Engineering	211-597-971.000	2	\$175,000	\$175,000				\$350,000	Gr Other	
130	Alpena Marina UST Supply Line Upgrades	<input type="checkbox"/>	Engineering	211-597-971.000	3	\$100,000					\$100,000	Gr Other	
131	Marina Wayfinding Signage	<input type="checkbox"/>	Engineering	211-597-971.000	4	\$10,000	\$25,000	\$10,000	\$10,000	\$10,000	\$65,000	Other	
132	High Efficiency Lighting Upgrades	<input type="checkbox"/>	Engineering	211-597-971.000	5	\$14,000	\$14,000	\$14,000	\$10,000	\$10,000	\$62,000	Other	
133	Dock Repair	<input type="checkbox"/>	Engineering	211-597-971.000	6	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$90,000	Other	
134	Marina Utility Pedestal Replacement	<input type="checkbox"/>	Engineering	211-597-971.000	7		\$16,000	\$300,000	\$16,000	\$16,000	\$364,000	Gr Other	
135	Marina UST Cleanup	<input type="checkbox"/>	Engineering	211-597-971.000	8		\$10,000	\$10,000	\$10,000		\$30,000	Other	
136	Marina Shop Building Rehabilitation	<input type="checkbox"/>	Engineering	211-597-971.000	9		\$45,000	\$45,000	\$65,000	\$60,000	\$215,000	Gr Other	
137	Marina Parking Lot Resurfacing	<input checked="" type="checkbox"/>	Engineering	211-597-971.000	10				\$25,000	\$80,000	\$90,000	Other	
138	Alpena Marina Social Gathering Area	<input checked="" type="checkbox"/>	Engineering	211-597-975.000	11				\$35,000		\$35,000	Other	
Category Subtotals						\$349,000	\$300,000	\$394,000	\$151,000	\$226,000	\$121,000	\$1,541,000	
Fund Grand Totals						\$349,000	\$300,000	\$394,000	\$151,000	\$226,000	\$121,000	\$1,541,000	

### Sewer Fund

Sewer Collection					Rank	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Sources
139	N Second Av - Fletcher to Hueber	<input type="checkbox"/>	Engineering	590-538-985.015	1	\$533,500	\$533,500					\$1,067,000	SF Gr
140	Lift Station Upgrade	<input type="checkbox"/>	Engineering	590-538-985.010	2	\$150,000		\$150,000		\$150,000		\$450,000	SF
141	Twelfth Av - Chisholm to Sable	<input type="checkbox"/>	Engineering	590-538-985.015	3	\$134,000						\$134,000	SF
142	Fourth Av - Lewis to Blair	<input type="checkbox"/>	Engineering	590-538-985.015	4	\$467,000	\$467,000					\$934,000	SF
143	Taylor Street - Long Lake to Spratt	<input type="checkbox"/>	Engineering	590-538-985.015	5	\$334,000	\$334,000					\$668,000	SF
144	Hamilton Street - Second to Merchant	<input type="checkbox"/>	Engineering	590-538-985.015	6	\$134,000						\$134,000	SF
145	River Street - Ninth to Fourteenth	<input type="checkbox"/>	Engineering	590-538-985.015	7		\$375,000	\$375,000				\$750,000	SF
146	North Industrial Hwy Infrastructure Expansion	<input type="checkbox"/>	Engineering	590-538-985.015	8		\$40,000					\$40,000	SF
147	Saginaw St - Fifth to Ninth	<input type="checkbox"/>	Engineering	590-538-985.015	9			\$533,500				\$533,500	SF
148	Third Av - Ripley to Sheridan	<input type="checkbox"/>	Engineering	590-538-985.015	10			\$400,000				\$400,000	SF

## Capital Projects Request Form City Of Alpena

Project Title: Marina Boaters Restroom Design Status: Updated Rank 1  
Fund: Marina Fund Category: Marina Department: Engineering

Project Location: Alpena Marina  
Project Description: Architectural services for building needs as outlined in the master plan.  
Date Prepared: 11/14/2022 Preparer: Shannon Smolinski Inception Date: 12/4/2020 ☐ Connected to Master Plan

Account No.:	Expenditure Schedule by Fiscal Year						
	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range
	<u>\$35,000</u>						
							<u>\$35,000</u>

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    \$17,500</u>	Grant Source <u>Waterways</u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>                    \$17,500</u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			Total <u>\$35,000</u>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive and Marina Master Plans. After completion of the master plan, there is an anticipated need for buildings to need substantial upgrades. Funds will need to be established to implement these changes with an architectural firm to develop plans suitable for the bidding and construction process.

## Capital Projects Request Form City Of Alpena

**Project Title:** Marina Restroom Improvements
**Status:** Updated
**Rank:** 2

**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina

**Project Description:** Reconfigure existing restroom facilities.

**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 12/1/2021
☐ Connected to Master Plan

Account No.: <u>211-597-971.000</u>		Expenditure Schedule by Fiscal Year						
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total	
<u>\$175,000</u>	<u>\$175,000</u>						<u>\$350,000</u>	

### Funding Source

General Fund	<u></u>	Equipment Fund	<u></u>	Special Assessment	<u></u>	Bond	<u></u>
Sewer Fund	<u></u>	Major Street Fund	<u></u>	Grant	<u>\$175,000</u>	Grant Source	<u>Waterways</u>
Water Fund	<u></u>	Local Street Fund	<u></u>	Other	<u>\$175,000</u>	Specify Source	<u>Marina</u>
IT Fund	<u></u>					Total	<u>\$350,000</u>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive and Marina Master Plans. The existing bathrooms are dated and in need of repairs. The existing shower units are being repaired from older parts only available now from existing old/new stock from our plumbing. Currently these units are locked with access only by slip occupancy boaters. Proposed project would reconfigure the existing building to provide individual bathroom and shower units for slip occupants accessible through the boaters' lounge. The new configuration would allow for onsite laundry facilities for boaters as well as a storage and break room for employees. Most importantly, the new layout will allow for at least two public access units for our daily users.

## Capital Projects Request Form City Of Alpena

**Project Title:** Alpena Marina UST Supply Line Upgrades
**Status:** New
**Rank:** 3  
**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina  
**Project Description:** Replace fuel supply lines to floating docks  
**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 11/14/2022
☐ Connected to Master Plan

Account No.: 211-597-971.000		Expenditure Schedule by Fiscal Year					
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
\$100,000							\$100,000

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    \$50,000</u>	Grant Source <u>Waterways</u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>                    \$50,000</u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			<b>Total</b> <u>\$100,000</u>

### Explanation/Justification/Connection to Master Plan

The inspection company for the Alpena Marina has indicated that the supply lines between the tank and the docks should be replaced because of the style. As of yet, the lines have not leaked, but due to the manufacturer, the potential exist and therefore should be replaced before they become an issue.

## Capital Projects Request Form City Of Alpena

**Project Title:** Marina Wayfinding Signage
**Status:** Updated
**Rank:** 4

**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina

**Project Description:** Install wayfinding signage and walkways throughout the marina

**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 12/2/2021
☐ **Connected to Master Plan**

Account No.: <u>211-597-971.000</u>		Expenditure Schedule by Fiscal Year						
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total	
<u>\$10,000</u>	<u>\$25,000</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$10,000</u>			<u>\$65,000</u>	

### Funding Source

General Fund	<u>                    </u>	Equipment Fund	<u>                    </u>	Special Assessment	<u>                    </u>	Bond	<u>                    </u>
Sewer Fund	<u>                    </u>	Major Street Fund	<u>                    </u>	Grant	<u>                    </u>	Grant Source	<u>                    </u>
Water Fund	<u>                    </u>	Local Street Fund	<u>                    </u>	Other	<u>\$65,000</u>	Specify Source	<u>Marina</u>
IT Fund	<u>                    </u>					<b>Total</b>	<u>\$65,000</u>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive and Marina Master Plans. Phase installation of wayfinding pathway and signage across the marina. By phasing the project, it can be incorporated without taking away from other projects.

Phase 1: Installation of two larger arched kiosk signs similar to others throughout the city.

Phase 2: Installation of smaller directional guideway signage.

Phase 3: Installation of connecting walkway along the northerly edge of the marina better connecting the transient docks

Phase 4: Installation of connecting walkway around the flagpole near and connecting courtesy and daily launch docks

Phase 5: Completing any remaining work to be completed

## Capital Projects Request Form City Of Alpena

**Project Title:** High Efficiency Lighting Upgrades
**Status:** Updated
**Rank:** 5

**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina

**Project Description:** Marina Wide High Efficiency Lighting Upgrades

**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 12/2/2021
☐ **Connected to Master Plan**

Account No.: <u>211-597-971.000</u>		Expenditure Schedule by Fiscal Year						
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total	
<u>\$14,000</u>	<u>\$14,000</u>	<u>\$14,000</u>	<u>\$10,000</u>	<u>\$10,000</u>			<u>\$62,000</u>	

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    </u>	Grant Source <u>                    </u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>                    </u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			<b>Total</b> <u>\$62,000</u>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive Plan 2.2.B.1. Replace and upgrade existing lighting to high efficiency and, where applicable, dark skies friendly fixtures.  
 Phase 1: Complete bollard project on break wall walkway. Completed 2022  
 Phase 2: Replace brown poles on Prentiss Street (two-year project)  
 Phase 3: Replace overhead lighting in parking lot

## Capital Projects Request Form City Of Alpena

**Project Title:** Dock Repair
**Status:** Updated
**Rank:** 6  
**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina  
**Project Description:** Replace bad dock boards each year to extend life of the floating docks.  
**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 11/28/2017
☐ Connected to Master Plan

**Account No.:** 211-597-971.000

### Expenditure Schedule by Fiscal Year

2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000		\$90,000

### Funding Source

General Fund	Equipment Fund	Special Assessment	Bond
Sewer Fund	Major Street Fund	Grant	Grant Source
Water Fund	Local Street Fund	Other	Specify Source
IT Fund		\$90,000	Marina Fund
			<b>Total</b>
			<b>\$90,000</b>

### Explanation/Justification/Connection to Master Plan

Complete various repairs to the dock system including new boards, fender repairs or replacement, and repairs to underside of the docks. Part of the Comprehensive and Marina Master Plans.

## Capital Projects Request Form City Of Alpena

Project Title: Marina Utility Pedestal Replacement Status: Updated Rank 7  
Fund: Marina Fund Category: Marina Department: Engineering

Project Location: Alpena Marina  
Project Description: Replacement of aged and deficient utility pedestals.  
Date Prepared: 11/14/2022 Preparer: Shannon Smofinski Inception Date: 12/2/2021 ☐ Connected to Master Plan

Account No.: <u>211-597-971.000</u>		Expenditure Schedule by Fiscal Year						
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total	
	\$16,000	\$300,000	\$16,000	\$16,000	\$16,000		\$364,000	

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    \$150,000</u>	Grant Source <u>Waterways</u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>                    \$230,000</u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			Total <u>\$380,000</u>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive and Marina Master Plans. The existing utility pedestals are beginning to fail. They have broken cabinets, inefficient or burnt-out lighting which cannot easily be retrofitted or replaced. Most boats coming into the marina require larger 50-amp service which are not available. By replacing the pedestals, we can upgrade to the required service to better serve our boaters.

First three years would replace a few pedestals which are broken beyond repair. City could then pursue grant funding to replace and upgrade the remaining pedestals.



## Capital Projects Request Form City Of Alpena

**Project Title:** Marina UST Cleanup      **Status:** Updated      **Rank** 8  
**Fund:** Marina Fund      **Category:** Marina      **Department:** Engineering

**Project Location:** Alpena Marina  
**Project Description:** Per letter issued from MDEQ, the City will need to perform contaminant delineation and likely further remediation.  
**Date Prepared:** 11/14/2022      **Preparer:** Shannon Smolinski      **Inception Date:** 11/30/2017      ☐ **Connected to Master Plan**

Account No.: <u>211-597-971.000</u>		Expenditure Schedule by Fiscal Year					
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
	\$10,000	\$10,000	\$10,000				\$30,000

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    </u>	Grant Source <u>                    </u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>                    </u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			<b>Total</b> <u>\$30,000</u>

### Explanation/Justification/Connection to Master Plan

The City had a reportable release from an Underground Storage Tank, UST, in 1994. The City performed ongoing monitoring and cleanup for 10-12 years following that. In 2017, the MDEQ, performed additional soil borings and testing at the site at no cost to the City. The report issued, following that testing, resulted in the MDEQ issuing a letter with corrective measures that the City must undertake, with the initial step being the delineation of the contaminant plume. Subsequent expenditures are for remediation and ongoing monitoring.

## Capital Projects Request Form City Of Alpena

<b>Project Title:</b>	Marina Shop Building Rehabilitation	<b>Status:</b>	Updated	<b>Rank</b>	9
<b>Fund:</b>	Marina Fund	<b>Category:</b>	Marina	<b>Department:</b>	Engineering
<b>Project Location:</b>	Alpena Marina				
<b>Project Description:</b>	Rehabilitation of marina buildings per the master plan recommendation.				
<b>Date Prepared:</b>	11/14/2022	<b>Preparer:</b>	Shannon Smolinski	<b>Inception Date:</b>	12/4/2020
		<input type="checkbox"/> Connected to Master Plan			

**Account No.:** 211-597-971.000

### Expenditure Schedule by Fiscal Year

2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
	\$45,000	\$45,000	\$65,000	\$60,000			\$215,000

### Funding Source

General Fund		Equipment Fund		Special Assessment		Bond	
Sewer Fund		Major Street Fund		Grant	\$100,000	Grant Source	MDARD
Water Fund		Local Street Fund		Other	\$250,000	Specify Source	Marina
IT Fund						<b>Total</b>	<b>\$350,000</b>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive and Marina Master Plans. Multi-phase rehabilitation of the existing shop area.  
 Phase 1: Improvements will include new siding, new windows, heating improvements, upgrading bathroom facilities, and refurbishment of the apartment.  
 Phase 2: Electrical Replacement  
 Phase 3: Roof Replacement  
 Phase 4: Marina Storefront Floor Replacement  
 Phase 5: Marina Shop Floor Replacement

## Capital Projects Request Form City Of Alpena

**Project Title:** Marina Parking Lot Resurfacing
**Status:** New
**Rank:** 10  
**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina  
**Project Description:** Multiyear marina parking lot resurfacing  
**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 8/1/2022
☒ **Connected to Master Plan**

Expenditure Schedule by Fiscal Year							Total
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	
			\$25,000	\$80,000	\$90,000		\$195,000

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    </u>	Grant Source <u>                    </u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>                    </u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			<b>Total</b> <u>\$195,000</u>

### Explanation/Justification/Connection to Master Plan

Multiyear resurfacing of the parking lot at the Alpena Marina. First year will be the entryways which are showing the worst of the rutting and affect the travel lift. Year two will be the northerly half of the lot. Year three will be the southerly half of the lot. At the same time, catch basins and storm drainage areas will be evaluated for greener alternatives.

## Capital Projects Request Form City Of Alpena

Project Title: Alpena Marina Social Gathering Area Status: Updated Rank 11  
Fund: Marina Fund Category: Marina Department: Engineering

Project Location: Alpena Marina near the flag pole  
Project Description: Create a social gathering location for marina users  
Date Prepared: 11/14/2022 Preparer: Shannon Smolinski Inception Date: 1/14/2022 ☒ Connected to Master Plan

Account No.: <u>211-597-975.000</u>	<b>Expenditure Schedule by Fiscal Year</b>																
<table border="0" style="width: 100%;"> <tr> <td style="width: 12.5%;">2023-2024</td> <td style="width: 12.5%;">2024-2025</td> <td style="width: 12.5%;">2025-2026</td> <td style="width: 12.5%;">2026-2027</td> <td style="width: 12.5%;">2027-2028</td> <td style="width: 12.5%;">2028-2029</td> <td style="width: 12.5%;">Long Range</td> <td style="width: 12.5%;">Total</td> </tr> <tr> <td><u>                    </u></td> <td><u>                    </u></td> <td><u>                    </u></td> <td><u>                    </u></td> <td><u>\$35,000</u></td> <td><u>                    </u></td> <td><u>                    </u></td> <td><u>\$35,000</u></td> </tr> </table>	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$35,000</u>	<u>                    </u>	<u>                    </u>	<u>\$35,000</u>	
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total										
<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$35,000</u>	<u>                    </u>	<u>                    </u>	<u>\$35,000</u>										

### Funding Source

General Fund <u>                    </u>	Equipment Fund <u>                    </u>	Special Assessment <u>                    </u>	Bond <u>                    </u>
Sewer Fund <u>                    </u>	Major Street Fund <u>                    </u>	Grant <u>                    </u>	Grant Source <u>                    </u>
Water Fund <u>                    </u>	Local Street Fund <u>                    </u>	Other <u>\$35,000</u>	Specify Source <u>Marina</u>
IT Fund <u>                    </u>			Total <u>\$35,000</u>

### Explanation/Justification/Connection to Master Plan

Part of the Comprehensive and Marina Master Plans. Per the master plan development and user feedback, create an onsite gathering location for the users of the marina. This would include a grilling and outdoor kitchen area, propane fueled fire pit and seating.

## Capital Improvement Projects - Long Range 2024-2029

**Fund** \_\_\_\_\_ **Category** \_\_\_\_\_ **Project Description** \_\_\_\_\_ **Dept.** \_\_\_\_\_ **Account Number** \_\_\_\_\_

Date Printed: 12/12/2022

### General Fund

	Planning		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
1	Thunder Bay River Center	Planning								\$4,200,000	Gr Other
										\$4,200,000	

### Local Street Fund

	Lighting - Capital Outlay		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
2	Long Lake Av Bypass - Johnson to Long Lake	Engineering	203-451-986.001							\$600,000	LSF Gr
	Local Street Construction		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
3	Property Acquisition Long Lake Av Bypass	Engineering	203-451-986.001							\$100,000	LSF
										\$700,000	

### Major Street Fund

	Major Street Construction		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
4	Hueber Street - Commercial to Ford	Engineering	202-451-986.001							\$210,000	MSF
5	Prentiss St/Harbor Dr - State to Water	Engineering	202-451-988.016							\$677,130	MSF Gr
6	Second Avenue Bridge - Epoxy Overlay	Engineering	202-454-986.002							\$20,000	
7	Eleventh Av Conc Repairs- Park to Chisholm	Engineering	202-451-986.001							\$600,000	MSF Gr
										\$1,507,130	

### Marina Fund

	Marina		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
8	Boat Wash Station	Engineering	211-597-971.000							\$50,000	Gr Other
9	Breakwall Box Culvert	Engineering	211-597-971.000							\$400,000	Gr Other
10	Alpena Marina Mixed Use Building	Engineering	211-597-975.000							\$400,000	Other
										\$850,000	

### Sewer Fund

	Sewer Collection		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
11	Replace Existing Sewer Investigation Camera	Engineering	590-538-985.015							\$150,000	SF
	Water Recycling Plant		2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Total	Long Range	Sources
12	Replace existing flat roof system	Engineering	590-537-972.108							\$150,000	SF
13	Ultra Violet Disinfection	Engineering	590-537-971.000							\$400,000	SF
14	Treatment Pump Replacement/Repairs	Engineering	590-537-971.000							\$200,000	SF
										\$900,000	

## Capital Projects Request Form City Of Alpena

**Project Title:** Boat Wash Station
**Status:** New
**Rank:**       

**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina

**Project Description:** Installation of a boat wash station to prevent the transfer of invasive species.

**Date Prepared:** 11/14/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 8/1/2022
☒ **Connected to Master Plan**

Account No.: <u>211-597-971.000</u>		Expenditure Schedule by Fiscal Year					
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>      </u>	<u>\$50,000</u>	<u>      </u>

### Funding Source

General Fund <u>      </u>	Equipment Fund <u>      </u>	Special Assessment <u>      </u>	Bond <u>      </u>
Sewer Fund <u>      </u>	Major Street Fund <u>      </u>	Grant <u>\$25,000</u>	Grant Source <u>Waterways</u>
Water Fund <u>      </u>	Local Street Fund <u>      </u>	Other <u>\$25,000</u>	Specify Source <u>Marina</u>
IT Fund <u>      </u>			<b>Total</b> <u>\$50,000</u>

### Explanation/Justification/Connection to Master Plan

In 2009, Michigan passed a law prohibiting a person from placing any boat, boating equipment, or boat trailer in Michigan waters with aquatic plant material or organisms attached. Movement of boats and trailers among water bodies is the most common way Aquatic Invasive Species spread in Michigan. A wash station is an easy way to stop them.

## Capital Projects Request Form City Of Alpena

**Project Title:** Breakwall Box Culvert      **Status:** New      **Rank:**   
**Fund:** Marina Fund      **Category:** Marina      **Department:** Engineering

**Project Location:** Alpena Marina  
**Project Description:** Install 48" box Culvert for water quality control  
**Date Prepared:** 11/14/2022      **Preparer:** Shannon Smolinski      **Inception Date:** 8/1/2022      ☒ Connected to Master Plan

Account No.: 211-597-971.000		Expenditure Schedule by Fiscal Year					
2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
						\$400,000	

### Funding Source

General Fund		Equipment Fund		Special Assessment		Bond	
Sewer Fund		Major Street Fund		Grant	\$200,000	Grant Source	Waterways
Water Fund		Local Street Fund		Other	\$200,000	Specify Source	Marina
IT Fund						<b>Total</b>	<b>\$400,000</b>

### Explanation/Justification/Connection to Master Plan

When the breakwall was last worked on, the dual 36" culverts which provided circulation through the marina were crushed. Since then, the water quality in the marina has suffered since there is no circulation and the water is stagnant. The stagnant water has caused significant weed and algae growth within the marina which causes the need for ongoing weed control spraying.

## Capital Projects Request Form City Of Alpena

**Project Title:** Alpena Marina Mixed Use Building
**Status:** New
**Rank** 2  
**Fund:** Marina Fund
**Category:** Marina
**Department:** Engineering

**Project Location:** Alpena Marina  
**Project Description:** Build new Mixed Use Building

**Date Prepared:** 1/26/2022
**Preparer:** Shannon Smolinski
**Inception Date:** 1/14/2022
☐ Connected to Master Plan

**Account No.:** 211-597-975.000

### Expenditure Schedule by Fiscal Year

2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	Long Range	Total
						\$400,000	

### Funding Source

General Fund	Equipment Fund	Special Assessment	Bond
Sewer Fund	Major Street Fund	Grant	Grant Source
Water Fund	Local Street Fund	Other	Specify Source
IT Fund		\$400,000	Marina Fund
			<b>Total</b>
			<b>\$400,000</b>

### Explanation/Justification/Connection to Master Plan

Install a multifunction building on the marina grounds.