



CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, March 18, 2024 – 7:00 p.m.
City Council Chambers
Zoom Meeting ID: 868 5337 8060

******AGENDA******

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Invocation
- 4) Roll Call
- 5) Additions to the Agenda
- 6) Public Comment (3-minute limit)
- 7) Consideration of Minutes of March 4, 2024
- 8) Business
 - A. Resolution 24-06 Jeep the Yoop
 - B. Resolution 24-07 Antique Tractor Show
 - C. Resolution 24-08 Bronco the Mac
 - D. Resolution 24-09 Summer Events
 - E. Museum Donation Platform
 - F. Police Department Overnight Stay Request
 - G. Water & Sewer Rate Recommendation
 - H. City Manager Capital Improvement Projects Update
 - I. Proposed Amendment to Council Rules and Procedures
 - J. Dock 3 Agreement Proposal
 - K. AFSCME Contract – Wage Opener
 - L. Financials
- 9) Consideration of Bills
- 10) Public Comment (3-minute limit)
- 11) Management Report
- 12) Council Member Comments

The City of St. Ignace is an equal opportunity employer and provider.

**City of St. Ignace
Council Proceedings
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Monday, March 4, 2024, in City Hall Council Chambers as a hybrid attendance meeting with Zoom video available. Mayor Pro-Tem Gustafson called the meeting to order at 7:00 p.m., and the Pledge of Allegiance followed. Mayor Pro-Tem Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmember Eyre, Mayor Pro-Tem Gustafson, Councilmembers Litzner, Pelter, Shepard and Williford.

ABSENT: Mayor LaLonde. It was moved by Councilmember Pelter, seconded by Councilmember Litzner, to approve excusing Mayor LaLonde from the meeting due to being out of town. Motion carried unanimously.

STAFF PRESENT: Scott Marshall, City Manager; Charles Palmer, City Attorney; Andrea Insley, City Clerk/Treasurer; Kevin James, Police Chief; Brooklynn Schlehober, Administrative Assistant; Matt Bowlby, Assistant Fire Chief; Kurt Ney, Golf Course Manager.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

PUBLIC COMMENT *(3-min limit)*

No public comment was offered.

CONSIDERATION OF THE MINUTES OF THE FEBRUARY 19, 2024 COUNCIL MEETING:

It was moved by Councilmember Litzner, seconded by Councilmember Eyre, to approve the minutes of the February 19, 2024 Regular Council meeting as presented. Motion carried unanimously.

BUSINESS

A. CHERRY CAPITAL FIBER OPTIC NETWORK

City Manager Marshall introduced representatives with Cherry Capital Fiber Optic Network to present Council with their plans to build a fiber optic network through St. Ignace beginning in May 2024. Cherry Capital has been a telephone company in Michigan for over 24 years and is based out of Elk Rapids, MI. In addition to the project through St. Ignace, they have been contracted to build and operate 95 miles of fiber optic line for the Sault Ste. Marie Tribe of Chippewa Indians from St. Ignace to Sault Ste. Marie. Cherry Capital requested Council's consideration in the near future for a 15-year bilateral agreement through the Metro Act.

B. POLICE VEHICLE PURCHASE

City Manager Marshall informed Council that the Police Department considered four different vehicles for the purchase of their next patrol vehicle to replace the 2017 Ford Taurus. Mackinac Sales provided a quote for a 2024 Ford Explorer for \$44,860; Enterprise Fleet Management quoted a monthly lease payment of \$953 for a 2024 Ford Police Interceptor; Newberry Motors

quoted \$46,252 for a 2023 Dodge Durango; and Lunghamer Ford offered a 2024 Ford Police Interceptor available through MiDeal for \$43,955.

Chief James also provided two financing options for three years, one from Central Savings at 6.12% and one from First National Bank at 5.925%.

City Manager Marshall reported that the Finance Committee reviewed the vehicle proposals and the financing options on February 28th and made the recommendation to purchase the Explorer from Mackinac Sales and financing from First National Bank.

It was moved by Councilmember Eyre, seconded by Councilmember Litzner, to approve the purchase of the Ford Explorer from Mackinac Sales for \$44,860 with financing from First National Bank for three years with the interest rate of 5.925%.

Roll Call Vote

Yes: Mayor Pro-Tem Gustafson, Councilmembers Litzner, Pelter, Shepard, Williford and Eyre.

No: None.

Motion carried unanimously.

C. GOLF COURSE EQUIPMENT REPAIR

City Manager Marshall requested Council's approval to send three mowers in for repair for the Golf Course, so they will be returned in time for the course to open for the season. Golf Course Manager Kurt Ney collected estimates for the repairs totaling \$40,051 from Spartan Distributors, which exceeds the budget of \$12,500. The Finance Committee reviewed this information at their meeting February 28th and recommended repairing all three mowers, then monitoring the revenues throughout the season to determine if the expenses could be covered. Manager Ney noted that Spartan Distributors offered to invoice the expense over three to four months with no interest. If needed, the Golf Course's CD was also presented as support for the expenses. It was moved by Councilmember Pelter, seconded by Councilmember Shepard, to approve repairing the three mowers with Spartan Distributors for \$40,051, noting the expense will be considered from revenues first and from the CD, if necessary.

Roll Call Vote

Yes: Councilmembers Litzner, Pelter, Shepard, Williford, Eyre and Mayor Pro-Tem Gustafson.

No: None.

Motion carried unanimously.

D. FIRE DEPARTMENT PERSONNEL RECOGNITION

Matt Bowlby, Assistant Fire Chief, read aloud the names of the current volunteer firefighters to Council to recognize their service to the Fire Department.

E. 2024 STREET PAVING PROJECTS

City Manager Marshall informed Council that DPW Director Fraser and the Street Committee had met to review seven proposed paving projects totaling a cost of \$443,210. Director Fraser requested Council's approval to put bids out for the projects for the 2024 season.

It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve bidding out the paving projects as presented.

Roll Call Vote

Yes: Councilmembers Pelter, Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson and

Councilmember Litzner.
No: None.
Motion carried unanimously.

F. SALTY MAC BREWING COMPANY, LLC AMENDED RESOLUTION 24-05

A RESOLUTION OF SUPPORT FOR SALTY MAC BREWING COMPANY, LLC LIQUOR LICENSE

The following Resolution was offered for adoption by Councilmember Pelter, and supported by Councilmember Eyre:

WHEREAS, the City of St. Ignace, Downtown Development Authority (DDA) was established pursuant to Act 197 of the Public Acts of Michigan of 1975, and with City of St. Ignace Ordinance Number 465 effective November 28, 1981; and

WHEREAS, the City of St. Ignace established the St. Ignace Downtown Development Authority District as its "Redevelopment Project Area" as required in Public Act 501 of the Public Acts of 2006, Section 521A(1) of the Michigan Liquor Control Code of 1998, being MCL 436.1521A(1)(b) by resolution of the St. Ignace City Council at its regularly scheduled City Council meeting of March 4, 2024; and

WHEREAS, the St. Ignace Downtown Development Authority has recommended by resolution adopted at their regularly scheduled DDA meeting of November 10, 2023, that the Michigan Liquor Control Commission issue a Class C liquor license under the provisions of Section 521A(1)(b) of the Michigan Liquor Control Code of 1998, being MCL 436.1521, to Salty Mac Brewing Company, LLC which is located within the St. Ignace DDA District Redevelopment Project Area at 180 North State Street and that said issuance would prevent further deterioration and promote economic growth within the DDA District;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Ignace concurs with the findings of the Downtown Development Authority and recommends that the Michigan Liquor Control Commission issue a Class C liquor license under the provisions of Section 521A(1)(b) of the Michigan Liquor Control Code of 1998, being MCL 436.1521 to Salty Mac Brewing Company, LLC at 180 North Street, St. Ignace, Michigan.

Roll Call Vote:

Yes: Councilmembers Shepard, Williford, Eyre, Mayor Pro-Tem Gustafson, Councilmembers Litzner and Pelter.
No: None.
Absent: Mayor LaLonde.
Resolution declared Adopted.

G. PROPOSED AMENDMENT TO COUNCIL RULES AND PROCEDURES

City Manager Marshall informed Council that after reviewing his research of municipalities that broadcast meetings electronically, he recommends using YouTube as a platform to make the City Council meetings available to residents online. In addition, City Manager Marshall requested Council's approval to amend the Council Rules and Procedures by removing "or

virtually” from Section F. Public Comment/Public Hearing to reflect the decision from the prior meeting to eliminate virtual public comment.

After brief discussion, it was moved by Councilmember Shepard, seconded by Mayor Pro-Tem Gustafson, to approve updating the Council Rules and Procedures as presented.

Roll Call Vote

Yes: Mayor Pro-Tem Gustafson, Councilmembers Litzner and Shepard.

No: Councilmembers Williford, Eyre and Pelter.

Motion failed to pass, three to three.

H. ASSESSOR CONTRACT RENEWAL

City Manager Marshall reviewed the current contract between the City and UP North Assessing Inc. and the proposed renewal, increasing the annual salary from \$36,000 to \$38,400, with a term from July 1, 2024 through June 30, 2026. The Finance Committee also reviewed the proposed contract renewal at their meeting March 7th and recommends accepting the terms. It was moved by Councilmember Pelter, seconded by Councilmember Williford, to approve renewing the contract with UP North Assessing Inc. through June 30, 2026, as presented.

Roll Call Vote

Yes: Councilmember Eyre, Mayor Pro-Tem Gustafson, Councilmembers Litzner, Pelter, Shepard and Williford.

No: None.

Motion carried unanimously.

CONSIDERATION OF THE BILLS

Amazon Business	February 2024 Statement	\$562.06
Andy's Feed Station	Uniform Boots/Propane	\$283.70
Arrow Signs	Speed Limit Signs	\$125.00
BAM Tools	Water Plant Tools/Specialty Drill Bit Set	\$208.60
BC Pizza	LBE Concession	\$170.00
Belonga Plumbing and Heating	Plant Parts	\$178.60
C2AE	Water Grant Professional Services	\$1,500.00
Carrier & Gable	Marina Hardware Kit	\$43.00
ETNA	Water Line Parts	\$131.00
Gordon Food Service	LBE Concession	\$176.34
Grainger	Water Plant Parts/Uniform Boots/Safety Wear	\$964.46
Hawkins Inc	Water Plant Supplies	\$3,419.86

KSS	Trash Bags	\$323.90
Lakeside Equipment Corp	WWTR Service Rotating Screen	\$3,500.00
LexisNexis Risk Solutions	SIPD Citation Support 4 Devices	\$572.00
Mackinac County Treasurer	Fold & Stuff Assessment Notices	\$147.64
Meyer Ace Hardware	February 2024 Statement	\$1,091.26
Michigan Association of Planning	Planning & Zoning Workshop- Brooklynn Schlehuber	\$130.00
Michigan Township Association	FOIA Webinar - Scott Marshall	\$40.00
MissDig	Annual Membership Fee	\$1,494.01
National Office Products	February 2024 Statement	\$666.01
Nick Montie	SIFD Fuel Reimbursement	\$109.00
North Central Laboratories	Water Plant Glass Beaker	\$78.66
Pitney Bowes	Postage Machine Lease	\$407.94
Postmaster	Annual Permit Fee	\$320.00
Spartan Nash	February 2024 Statement	\$335.77
St Ignace Visitors Bureau	Independence Day Fireworks	\$5,000.00
Straits Building Center	February 2024 Statement	\$320.48
Wilk Wiring	SIFD Explorer Outfitting	\$465.00
		\$22,764.29

It was moved by Councilmember Litzner, seconded by Councilmember Pelter, to approve paying the bills in the amount of \$22,764.29.
Motion carried unanimously.

PUBLIC COMMENT (3 min limit)

Public comment was received commending the City DPW department for their clean-up efforts.

MANAGEMENT REPORT

City Manager Marshall provided a written report to Council, as well as, discussed the following:

- Meeting with City Manager to discuss blight and ordinance enforcement.
- Chief Wawatam Park plans for erosion.

- Crosswalk tools for visibility.
- Michigan Broadband progress meeting.
- Grant writing committee.
- Spring clean-up.
- Fort de Buade inspection.
- Wage increases for Fire Department volunteer firefighters.
- Social district build and dog park concept.
- 44 North health insurance proposal will be presented to City employees on Monday, March 11th.

COMMITTEE REPORT

City Manager Marshall reported the Finance Committee is reviewing the proposed Water-Sewer Rate Study again at their next meeting March 13th.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

CLOSED SESSION PER MCL 15.268(C), *For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.*

At this time, Mayor Pro-Tem Gustafson stated that Council has requested to go into Closed Session, per MCL 15.268(C) and will not be making any further decisions on this subject matter after they have returned to open meeting.

It was moved by Councilmember Williford, seconded by Councilmember Pelter, to enter into Closed Session at 9:01 p.m. Motion carried unanimously.

Council returned from Closed Session at 9:51 p.m.

There being no further business, the meeting adjourned at 9:52 p.m.

Donald Gustafson, Mayor Pro-Tem

Andrea Insley, City Clerk/Treasurer

**CITY OF ST. IGNACE
RESOLUTION 24-06**

A RESOLUTION TO APPROVE THE 2024 JEEP THE MAC

The following Resolution was offered for adoption by _____, supported by _____:

WHEREAS: The St. Ignace Visitors Bureau requests permission to conduct Jeep the Mac; and

WHEREAS: This event requires the usage of I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot; and

WHEREAS: This event requires a parade escort from City of St. Ignace Police; and

WHEREAS: Chapter 22 of the City of St. Ignace Code, "The Peddler's Ordinance", requires certain criteria be met for the event to be held; and

WHEREAS: It is understood that there may be fees for certain services if provided by the City; and

WHEREAS: The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Jeep the Mac on May 10-12, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve usage of I-75NB, I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot for this event, and a parade escort from City of St. Ignace Police.

Roll Call Vote:

Yes:

No:

Absent:

Resolution declared

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, February 18, 2024, at 7:00 p.m.

bs

Andrea Insley, City Clerk/Treasurer

**City of St. Ignace
Special Events Application**

Complete and return this application to the City Manager's Office at least 21 calendar days prior to the starting date of the event.
A new application must be submitted each year.

Event

Event Name: Jeep the Mac

Describe the Event:

Due to bridge construction, this event will not cross the Mackinac Bridge this year. Instead, there will be a packet pickup/meet and greet at Little Bear from 12-4 on Friday, May 10th. Then from 6-8PM there will be a Jeep event at the grand stands at Kewadin casino. This will likely involve an obstacle course but the details are still being confirmed. Saturday activities are mainly on Drummond Island followed by the annual lighted Jeep parade Saturday night at dusk which lines up on N. Airport Rd. and heads down State St., concluding at Family Fare. Discount ferry tickets to Mackinac Island on Sunday.

Sponsoring Organization Information

Legal Business Name: St. Ignace Visitors Bureau

Address: 6 Spring St.

City: St. Ignace

State/Zip: MI 49781

Mailing Address: 6 Spring St.

City: St. Ignace

State/Zip: MI 49781

Telephone: 906-643-6950

Email: quincy@stignace.com

Contact Name: Quincy Ranville

Title: events director

Telephone: 906-298-1902

Email: quincy@stignace.com

Contact Person on Day of Event

Name: Quincy Ranville

Title: events director

Address: 6 Spring St.

City: St. Ignace

State/Zip: MI 49781

Telephone: 906-643-6950

Cell: 906-298-1902

Email: quincy@stignace.com

Type of Event (Check one - See Special Events Policy for additional information)

- | | | |
|---|--|---|
| <input type="checkbox"/> City Operated/Sponsored Event | <input type="checkbox"/> Political or Ballot Issue Event | <input type="checkbox"/> Run Event |
| <input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application) | <input type="checkbox"/> Wedding | <input type="checkbox"/> Other (describe) |
| <input checked="" type="checkbox"/> Non-Profit Event | <input type="checkbox"/> Video or Film Production | <input type="checkbox"/> Block Party |
| <input type="checkbox"/> For Profit Event | | |

Event Information

Event Location(s):

Little Bear, Kewadin Casino, Drummond Island + parade from N. Airport Rd. to Family Fare via State St.

Event Date(s): May 10-12

Event Hours: All day

Estimated date/time for set up: Friday morning

Estimated date/time for clean up: Sunday afternoon/as needed

Describe set up and clean up procedures (include specifically who will be taking care of trash):

Little Bear staff and casino staff as part of the rental of space.

Event Information (continued)

Estimated DAILY attendance: **approximately 1000**

Describe crowd control plans for this event:

1000 is a high estimate. In the past, when the events don't include the bridge parade, attendance is usually cut in half if not more. In the case of Jeep the Mac, 50% of normal attendance would be about 800 people.

Describe the Special Event's impact on adjacent commercial and residential property:

Positive tourism impact

Will sidewalks be used YES NO *If yes, include a detailed map outlining the proposed sidewalk use*

Describe sidewalk use:

N/A

Will street closures be necessary? YES NO

If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations

The City of St. Ignace does not have authority to close County roads.

Describe street closures:

For the parade, there will be no street closures, just partial temporary block on the corner of State and N. Airport to mostly keep the group together for their parade, which will be conducted at normal traffic speed.

* Streets closed: Date/Time:

N/A

* Streets re-open: Date/Time:

N/A

Event Information (continued)

Will parking lot closures be necessary? YES NO

If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

Little Bear and casino lots

" Parking lot(s) closed: Date/Time: **12-4 at Little Bear, 6-8 at casino**

" Parking lot(s) re-open: Date/Time: **see above**

What parking arrangements are proposed to accommodate attendance?

Just the Little Bear and casino lots.

Will music be provided/included during the event? YES NO

Describe type of music proposed: Live Amplification Recorded Loudspeakers

Proposed time music will begin: **12-4 PM**

Proposed time music will end:

Proposed location of live band/disc jockey/loudspeakers/equipment:

Little Bear

Describe noise control:

None

Event Information (continued)

Will the event require the use of any of the following municipal equipment:

Sponsoring organization should expect to be charged for use, placement, and maintenance of these items

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Trash Receptacles | Quantity: <input type="checkbox"/> |
| <input type="checkbox"/> Barricades | Quantity: <input type="checkbox"/> |
| <input type="checkbox"/> Traffic Cones | Quantity: <input type="checkbox"/> |
| <input type="checkbox"/> Other (describe): | <input type="checkbox"/> |

Sponsoring organization may be required to provide a dumpster

Will the following be constructed or located in the event area?

No stakes of any kind allowed on asphalt

- | Item | Item |
|-----------------------------------|---|
| <input type="checkbox"/> Booths | <input type="checkbox"/> Tables |
| <input type="checkbox"/> Tents | <input type="checkbox"/> Rides |
| <input type="checkbox"/> Awnings | <input type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input type="checkbox"/> Canopies | <input type="checkbox"/> Other <i>(describe)</i> |

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

- YES NO *if yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

Event Information (continued)

Will the event have food, beverage or concessions YES NO

(See Section X of the Special Events Policy for health department approvals and temporary food license requirements)

Describe: The Meet and Greet will include food (caterer TBD) and bar (Chamber of Commerce)

Do you plan to have alcohol served at this event? YES NO

** A \$50.00 fee applies to special liquor license applications and Liquor Liability Insurance is required.*
Include proposed location(s) on event layout and describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

Will there be temporary electricity at this event? YES NO

** An electrical permit is required. Include proposed locations on event layout*

Generators Use of Light Pole Outlets Temporary Distribution Panel

Do you plan to have special event signs? YES NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc.

Do you plan to use city entrance signs or banner

YES NO

If yes you must apply for use through the City Entrance Sign Ordinance/Municipal Banner System Policy

Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following items:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Manager's Office within 1 week following notice of event approval)
- Insurance Policy endorsement (due to City Manager's Office within 1 week following notice of event approval)
- Event Signage (description)
- Driver's License of applicant

Insurance will be sent upon our policy renewal in March.

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for this event, name the City of St. Ignace as an additional insured on all applicable policies, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Manager's Office no later than one week following notice of event approval.

Execute an Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Manager's Office no later than one week following notice of the event approval.

Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

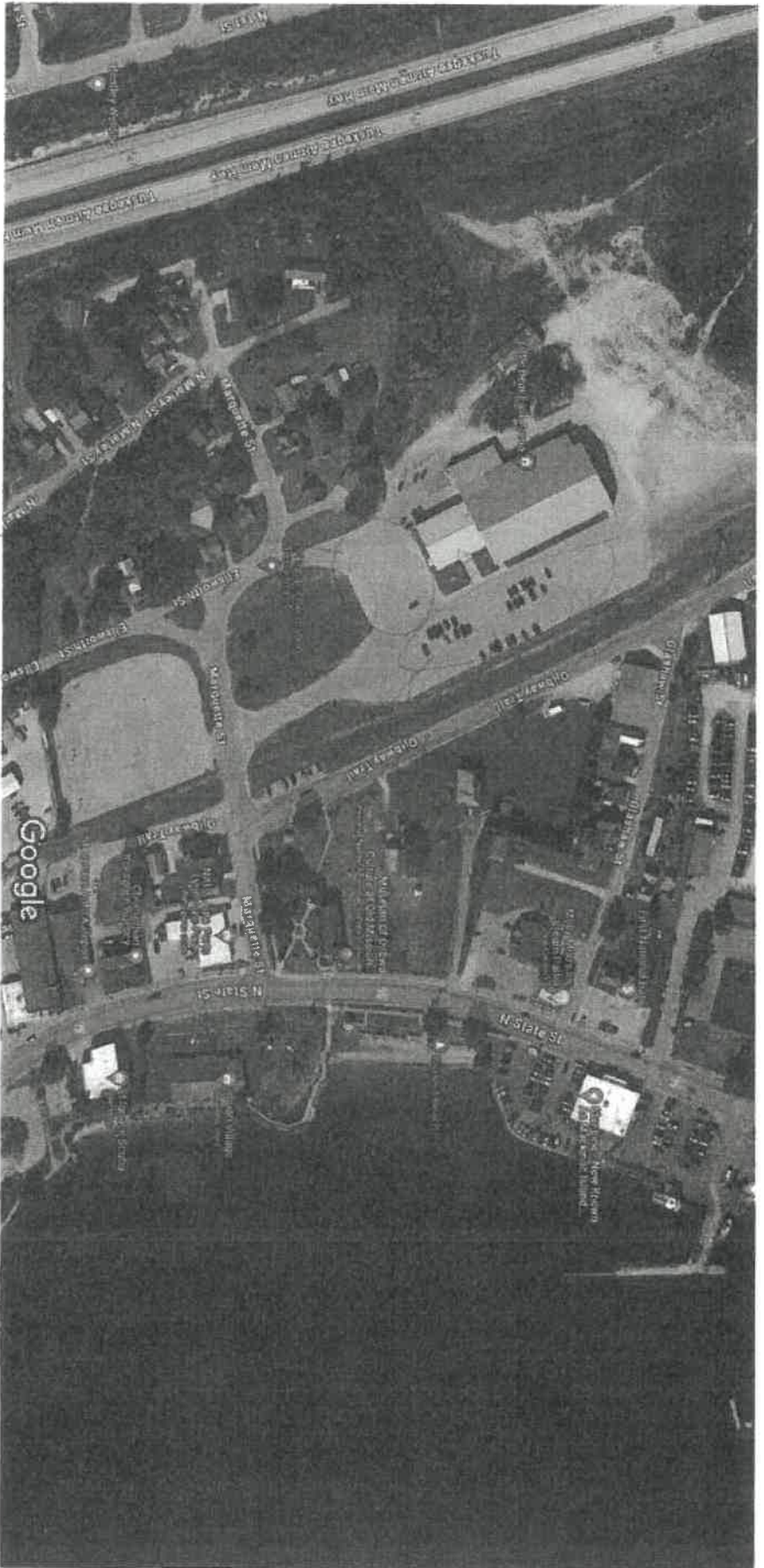
Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

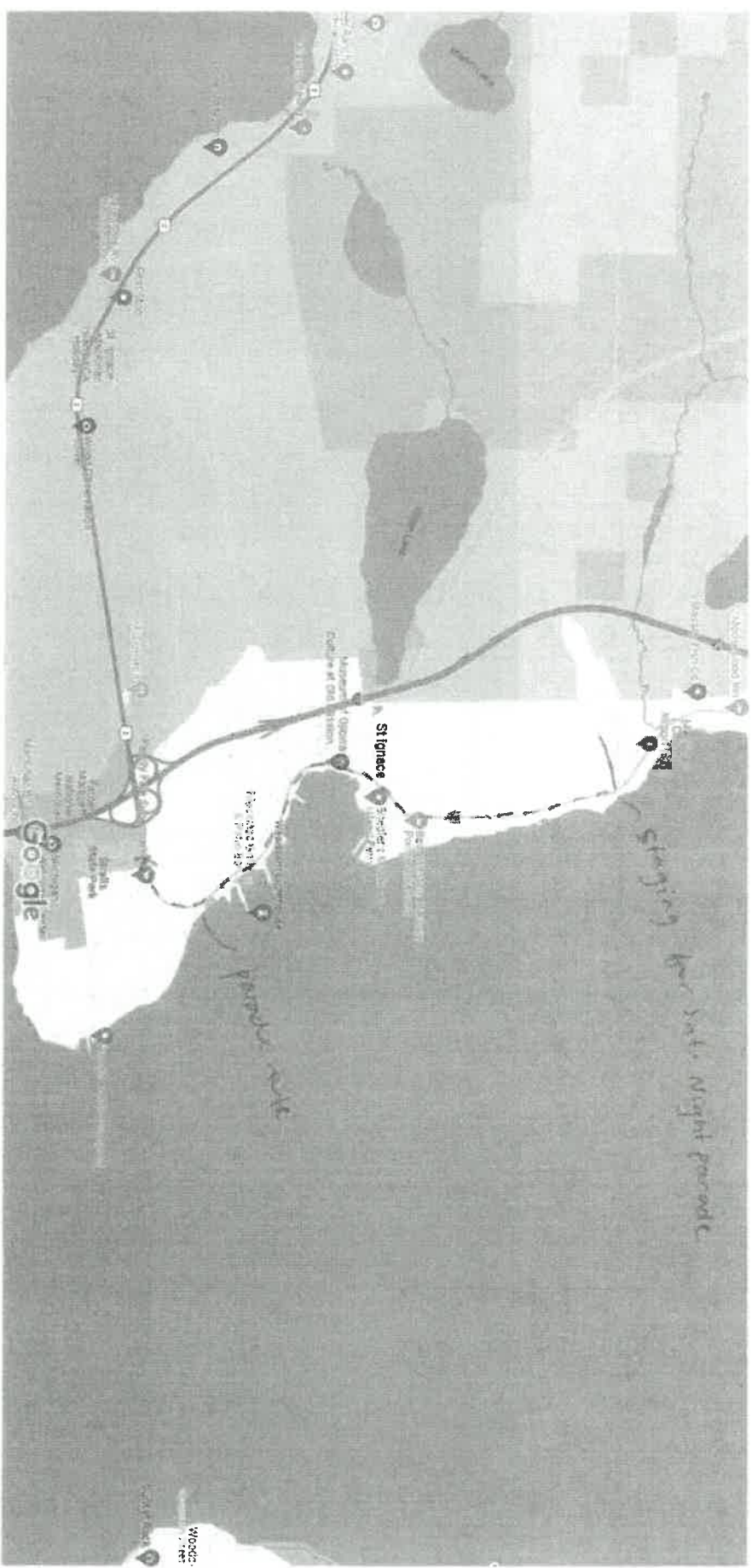
Applicant Signature	Date <input type="text"/>
Co-Applicant Signature	Date <input type="text"/>
<p>Complete this application and return it, along with all required documentation, to the City Manager's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.</p>	<p style="text-align: center;">Receipt Date</p> <input type="text"/>

Google Maps



Imagery ©2024 Airbus, Maxar Technologies, USDA/FPAC/GEO, Map data ©2024

Google Maps



Map data ©2024 Google 2000 ft

**CITY OF ST. IGNACE
RESOLUTION 24-07**

A RESOLUTION TO APPROVE THE 2024 ANTIQUE TRACTOR SHOW

The following Resolution was offered for adoption by _____, supported by _____:

WHEREAS: The St. Ignace Visitors Bureau requests permission to conduct Antique Tractor Show; and

WHEREAS: This event requires the usage of I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot; and

WHEREAS: This event requires a parade escort from City of St. Ignace Police; and

WHEREAS: Chapter 22 of the City of St. Ignace Code, "The Peddler's Ordinance", requires certain criteria be met for the event to be held; and

WHEREAS: It is understood that there may be fees for certain services if provided by the City; and

WHEREAS: The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Antique Tractor Show on September 7- September 9, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve usage of I-75BL, and the St. Ignace Little Bear East Arena parking lot and overflow lot for this event, and a parade escort from City of St. Ignace Police.

Roll Call Vote:

Yes:

No:

Absent:

Resolution declared

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, February 18, 2024, at 7:00 p.m.

bs

Andrea Insley, City Clerk/Treasurer

**City of St. Ignace
Special Events Application**

Complete and return this application to the City Manager's Office at least 21 calendar days prior to the starting date of the event.
A new application must be submitted each year.

Event

Event Name: Antique Tractor Show

Describe the Event:

This event has taken place annually with the exception of 2020 and 2023 due to the pandemic and bridge construction. We have bridge approval for a 2024 crossing. Approximately 1500 antique tractors stage in Mackinaw City on Saturday, September 7. The crossing takes place at 8:00 AM. The tractors will need to be escorted to Little Bear via State St. with no street closure but a significant impact on regular traffic from approximately 9 AM to 1 PM. Once at Little Bear the tractors have their lunch and activities. Trailer parking is at Little Bear and at the airport. The tractors may do a smaller downtown parade on Saturday that would need to be escorted - we will have more details on that later and will coordinate directly with the Chief of Police.

Sponsoring Organization Information

Legal Business Name: St. Ignace Visitors Bureau

Address: 6 Spring St.

City: St. Ignace

State/Zip: MI 49781

Mailing Address: 6 Spring St.

City: St. Ignace

State/Zip: MI 49781

Telephone: 906-643-6950

Email: info@stignace.com

Contact Name: Quincy Ranville

Title: events director

Telephone: 906-643-6950

Email: quincy@stignace.com

Contact Person on Day of Event

Name: Quincy Ranville

Title: events director

Address: 6 Spring St.

City: St. Ignace

State/Zip: MI 49781

Telephone: 906-643-6950

Cell: 906-298-1902

Email: quincy@stignace.com

Type of Event (Check one - See Special Events Policy for additional information)

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> City Operated/Sponsored Event | <input type="checkbox"/> Political or Ballot Issue Event | <input type="checkbox"/> Run Event |
| <input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application) | <input type="checkbox"/> Other (describe) | |
| <input checked="" type="checkbox"/> Non-Profit Event | <input type="checkbox"/> Wedding | <input type="checkbox"/> Block Party |
| <input type="checkbox"/> For Profit Event | <input type="checkbox"/> Video or Film Production | |

Event Information

Event Location(s):

Parade on State Street, Little Bear activities

Event Date(s): September 7

Event Hours: 8AM-4PM

Estimated date/time for set up: Friday afternoon

Estimated date/time for clean up: Saturday afternoon/Sunday morning

Describe set up and clean up procedures (include specifically who will be taking care of trash):

Little Bear staff for trash

Event Information (continued)

Estimated DAILY attendance: 2000 people, 1500 tractors

Describe crowd control plans for this event:

fully contained at Little Bear after the crossing. Tractors are required to maintain a speed of at least 10 MPH to ensure the parade moves at a good pace.

Describe the Special Event's impact on adjacent commercial and residential property:

Positive tourism impact

Will sidewalks be used YES NO *If yes, include a detailed map outlining the proposed sidewalk use*

Describe sidewalk use:

N/A

Will street closures be necessary? YES NO

If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations

The City of St. Ignace does not have authority to close County roads.

Describe street closures:

Ojibwa Trail from Marquette to Glashaw for tractor games. No street closures but the parade will cause backups/traffic.

* Streets closed: Date/Time:

NA

* Streets re-open: Date/Time:

NA

Event Information (continued)

Will parking lot closures be necessary? YES NO

If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

All Little Bear parking lots will be needed.

" Parking lot(s) closed: Date/Time: **all day Saturday**

" Parking lot(s) re-open: Date/Time: **Sunday**

What parking arrangements are proposed to accommodate attendance?

Overflow parking lot is for spectators.

Will music be provided/included during the event? YES NO

Describe type of music proposed: Live Amplification Recorded Loudspeakers

Proposed time music will begin: **11 AM**

Proposed time music will end: **2 PM**

Proposed location of live band/disc jockey/loudspeakers/equipment:

Little Bear

Describe noise control:

None

Event Information (continued)

Will the event require the use of any of the following municipal equipment:

Sponsoring organization should expect to be charged for use, placement, and maintenance of these items

- Trash Receptacles Quantity:
- Barricades Quantity:
- Traffic Cones Quantity:
- Other (describe):

Sponsoring organization may be required to provide a dumpster

Will the following be constructed or located in the event area?

No stakes of any kind allowed on asphalt

- | Item | Item |
|---|--|
| <input type="checkbox"/> Booths | <input type="checkbox"/> Tables |
| <input checked="" type="checkbox"/> Tents | <input type="checkbox"/> Rides |
| <input type="checkbox"/> Awnings | <input checked="" type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input type="checkbox"/> Canopies | <input type="checkbox"/> Other <i>(describe)</i> |

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

- YES NO *If yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

Event Information (continued)

Will the event have food, beverage or concessions YES NO

(See Section X of the Special Events Policy for health department approvals and temporary food license requirements)

Describe: Lunch will be catered. There may be a local food vendor for concessions or Little Bear concessions.

Do you plan to have alcohol served at this event? YES NO

** A \$50.00 fee applies to special liquor license applications and Liquor Liability Insurance is required.*
Include proposed location(s) on event layout and describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

Will there be temporary electricity at this event? YES NO

** An electrical permit is required. Include proposed locations on event layout*

Generators Use of Light Pole Outlets Temporary Distribution Panel

Do you plan to have special event signs? YES NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc.
Just directional arrow signs if needed.

Do you plan to use city entrance signs or banner
 YES NO

If yes you must apply for use through the City Entrance Sign Ordinance/Municipal Banner System Policy

Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following items:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Manager's Office within 1 week following notice of event approval)
- Insurance Policy endorsement (due to City Manager's Office within 1 week following notice of event approval)
- Event Signage (description)
- Driver's License of applicant

I will provide insurance when our policy renews in March.

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for this event, name the City of St. Ignace as an additional insured on all applicable polices, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Manager's Office no later than one week following notice of event approval.

Execute an Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Manager's Office no later than one week following notice of the event approval.


Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature 	Date <input type="text" value="1/9/24"/>
Co-Applicant Signature	Date <input type="text"/>
<p>Complete this application and return it, along with all required documentation, to the City Manager's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.</p>	<p>Receipt Date</p> <input type="text"/>

11/23/2020

Google Maps

Google Maps

tractor games



jones

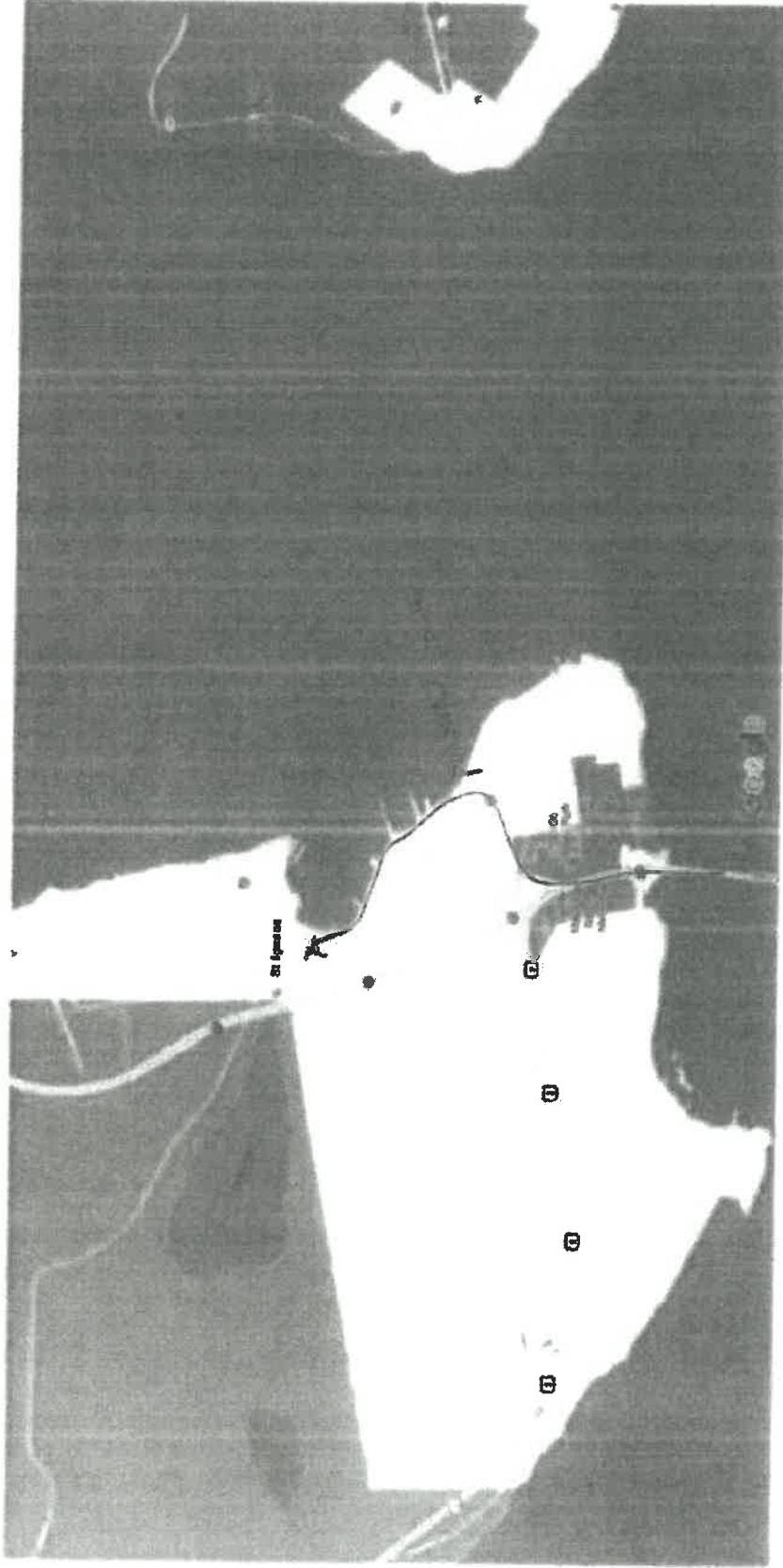
tent

Imagery ©2020 Maxar Technologies, USDA Farm Service Agency, Map data ©2020 100 ft

11/23/2020

Google Maps

Google Maps



Map data ©2020 2000 ft

**CITY OF ST. IGNACE
RESOLUTION 24-08**

A RESOLUTION TO APPROVE THE 2024 BRONCO THE MAC

The following Resolution was offered for adoption by _____, supported by _____:

- WHEREAS:** The St. Ignace Visitors Bureau requests permission to sponsor and conduct the “Bronco the Mac 2024”; and
- WHEREAS:** This event requires the usage of I-75NB, I-75BL, and the St. Ignace Little Bear East Arena overflow lot; and
- WHEREAS:** This event requires a parade escort from City of St. Ignace Police; and
- WHEREAS:** Chapter 22 of the City of St. Ignace Code, “The Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and
- WHEREAS:** It is understood that there may be fees for certain services if provided by the City; and
- WHEREAS:** The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Bronco the Mac 2024 on June 6-9, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve usage of I-75NB, I-75BL, and the St. Ignace Little Bear East Arena overflow lot, and a parade escort from City of St. Ignace Police, for this event on Friday, June 7, 2024 through Sunday, June 9, 2024.

Roll Call Vote:
Yes:
No: None.
Absent:
Resolution declared

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, March 18, 2024, at 7:00 p.m.

bs

Andrea Insley, City Clerk/Treasurer

**City of St. Ignace
Special Events Application**

Complete and return this application to the City Manager's Office at least 21 calendar days prior to the starting date of the event.
A new application must be submitted each year.

Event		
Event Name: Broncos on the Mac		
Describe the Event: 2nd annual event. June 6-9, 2024. There will be a short window for Friday packet pickup at Little Bear from 7-9 PM. Then packet pick up will resume Friday morning from 7:30-9:30 AM followed by the mandatory drivers meeting at 9:30 (held by St. Ignace Police) at Little Bear. The parade will begin at 10 AM across the Mackinac Bridge and back (escorted by St. Ignace police). During the day on Friday there will be activities around town like a scavenger hunt, followed by a Meet and Greet in the evening with live music, food, and beer tent provided by the chamber. Friday and Saturday will also feature guided off-road and on road rides. Sunday will feature discounted activities around town, hopefully including discounted Mackinac Island ferry tickets.		
Sponsoring Organization Information		
Legal Business Name: St. Ignace Visitors Bureau		
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI 49781
Mailing Address: 6 Spring St.	City: St. Ignace	State/Zip: MI 49781
Telephone: 906-643-6950	Email: quincy@stignace.com	
Contact Name: Quincy Ranville	Title: events director	
Telephone 906-298-1902	Email: quincy@stignace.com	
Contact Person on Day of Event		
Name: Quincy Ranville	Title: events director	
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI 49781
Telephone: 906-643-6950	Cell: 906-298-1902	Email: quincy@stignace.com
Type of Event (Check one - See Special Events Policy for additional information)		
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input type="checkbox"/> Run Event
<input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application)	<input type="checkbox"/> Wedding	<input type="checkbox"/> Other (describe)
<input checked="" type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Video or Film Production	<input type="checkbox"/> Block Party
<input type="checkbox"/> For Profit Event		
Event Information		
Event Location(s): Little Bear East, throughout town, plus parade across bridge, and on area trails suitable for this size vehicle.		
Event Date(s): June 6-9 2024		
Event Hours: June 6: 7-9PM, June 7: 7:30AM-7PM, June 8: all day, June 9: all day		
Estimated date/time for set up: June 6, 6PM		
Estimated date/time for clean up: June 7, 7 PM		

Set up and clean up procedures (include specifically who will be taking care of trash):

Handle trash.

Event Information (continued)

Estimated DAILY attendance: **approximately 750 people**

Describe crowd control plans for this event:

None.

Describe the Special Event's impact on adjacent commercial and residential property:

Positive tourism impact

Will sidewalks be used YES NO *If yes, include a detailed map outlining the proposed sidewalk use*

Describe sidewalk use:

N/A

Will street closures be necessary? YES NO

*If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations
The City of St. Ignace does not have authority to close County roads.*

Describe street closures:

N/A

* Streets closed: Date/Time:

N/A

* Streets re-open: Date/Time:

N/A

Event Information (continued)

Will parking lot closures be necessary? YES NO

If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

Little Bear parking lots

" Parking lot(s) closed: Date/Time: 7-9 PM on June 6, 7AM-7PM on June 7

" Parking lot(s) re-open: Date/Time:

What parking arrangements are proposed to accommodate attendance?

None. Little Bear parking will be plenty.

Will music be provided/included during the event? YES NO

Describe type of music proposed: Live Amplification Recorded Loudspeakers

Proposed time music will begin: June 7 at 4PM

Proposed time music will end: June 7 at 7 PM

Proposed location of live band/disc jockey/loudspeakers/equipment:

Little Bear

Describe noise control:

None.

Event Information (continued)

Will the event require the use of any of the following municipal equipment:

Sponsoring organization should expect to be charged for use, placement, and maintenance of these items

- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Trash Receptacles | Quantity: <input type="text"/> |
| <input checked="" type="checkbox"/> Barricades | Quantity: <input type="text"/> |
| <input checked="" type="checkbox"/> Traffic Cones | Quantity: <input type="text"/> |
| <input type="checkbox"/> Other (describe): | <input type="text"/> |

Sponsoring organization may be required to provide a dumpster

Will the following be constructed or located in the event area?

No stakes of any kind allowed on asphalt

- | Item | Item |
|-----------------------------------|---|
| <input type="checkbox"/> Booths | <input type="checkbox"/> Tables |
| <input type="checkbox"/> Tents | <input type="checkbox"/> Rides |
| <input type="checkbox"/> Awnings | <input type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input type="checkbox"/> Canopies | <input type="checkbox"/> Other <i>(describe)</i> |

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

- YES NO *If yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

N/A

Event Information (continued)

Will the event have food, beverage or concessions YES NO

(See Section X of the Special Events Policy for health department approvals and temporary food license requirements)

Describe: Caterer for Meet and Greet is TBD. Beer tent will be provided by the Chamber of Commerce who will obtain the necessary permits.

Do you plan to have alcohol served at this event? YES NO

** A \$50.00 fee applies to special liquor license applications and Liquor Liability Insurance is required.*
Include proposed location(s) on event layout and describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

Will there be temporary electricity at this event? YES NO

** An electrical permit is required. Include proposed locations on event layout*

Generators Use of Light Pole Outlets Temporary Distribution Panel

Do you plan to have special event signs? YES NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc.
Just the welcome signs.

Do you plan to use city entrance signs or banner

YES NO

If yes you must apply for use through the City Entrance Sign Ordinance/Municipal Banner System Policy

Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following items:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Manager's Office within 1 week following notice of event approval)
- Insurance Policy endorsement (due to City Manager's Office within 1 week following notice of event approval)
- Event Signage (description)
- Driver's License of applicant

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for this event, name the City of St. Ignace as an additional insured on all applicable policies, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Manager's Office no later than one week following notice of event approval.

Execute an Indemnification Agreement on the sponsoring organization's letterhead and submit it to the City Manager's Office no later than one week following notice of the event approval.

Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature	Date <input style="width: 90%;" type="text"/>
Co-Applicant Signature	Date <input style="width: 90%;" type="text"/>
Complete this application and return it, along with all required documentation, to the City Manager's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.	Receipt Date <input style="width: 80%; height: 20px;" type="text"/>



**CITY OF ST. IGNACE
RESOLUTION 24-09**

A RESOLUTION TO APPROVE THE 2024 VISITORS BUREAU WEEKLY EVENTS

The following Resolution was offered for adoption by _____, supported by _____:

- WHEREAS:** The St. Ignace Visitor’s Bureau requests permission to sponsor and conduct the “2024 Weekly Events”; and
- WHEREAS:** This event requires the usage of downtown properties which would include the St. Ignace Marina, American Legion Park, and Kiwanis Beach; and
- WHEREAS:** Chapter 22 of the City of St. Ignace Code, “The Peddler’s Ordinance”, requires certain criteria be met for the event to be held; and
- WHEREAS:** It is understood that there may be fees for certain services if provided by the City; and
- WHEREAS:** The St. Ignace City Council has determined that the St. Ignace Visitors Bureau does meet the criteria established in the various sections of Chapter 22; now therefore

BE IT RESOLVED: The St. Ignace City Council does approve Special Events status for Weekly Events to be held from May through September, 2024; now further

BE IT RESOLVED: The St. Ignace City Council does approve, subject to compliance with City rules and regulations, for the 2024 Weekly Events usage of downtown properties which would include the St. Ignace Marina, American Legion Park, and Kiwanis Beach for the following events and dates:

Bayside Farmer’s Market
St. Ignace Public Marina
July -September
Thursdays, 2:00 p.m.-7:00 p.m.

Native American Cultural Teachings
Museum of Ojibwa Culture
July -August
Mondays & Tuesdays, 6:30 p.m.-7:30 p.m.

Friday Night at the Museum
Museum of Ojibwa Culture
July 7-August 25
Fridays, 6:30 p.m.-8:30 p.m.

Wacky Wednesdays
Downtown St. Ignace
July -August
Wednesdays, 6:00 p.m.

Fireworks
Downtown St. Ignace
May 25-August 31
Saturdays, Dusk (see attached)

Sundays Beach Bash
Kiwanis Beach
July -August
Sundays, 4:00 p.m.-7:00 p.m.

Swingin’ Iggy
Downtown St. Ignace
July - August
Saturdays. 7:00 p.m.-10:00 p.m.

Roll Call Vote:
Yes:
No: None.

**CITY OF ST. IGNACE
RESOLUTION 24-09**

Absent: Councilmembers Cronan, Fullerton and Williford.
Resolution declared Adopted.

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, March 6, 2023, at 7:00 p.m.

bs

Andrea Insley, City Clerk/Treasurer

**City of St. Ignace
Special Events Application**

Complete and return this application to the City Manager's Office at least 21 calendar days prior to the starting date of the event.
A new application must be submitted each year.

Event		
Event Name: St. Ignace Weekly Summer Events		
Describe the Event: July through August: Mondays and Tuesdays: Native American Cultural Teachings at Museum of Ojibwa Culture Wednesdays: Wacky Wednesdays (music, family activities, TBD downtown location, pending property owner permission) Thursdays: Bayside Farmers Market on marina lawn, 3-7PM. the market runs through the end of September. Fridays: Friday Night at the Museum of Ojibwa Culture Saturdays: Swingin' Iggy Street Party downtown, 7-10, locations pending property owner permission, music, family activities. Plus Fireworks at dusk. Fireworks dates are: May 25, June 8, June 22 June 29, July 4 (with city contribution of \$5,000), July 13, July 20, July 27, August 3, August 10, August 17, August 24, August 31 Sundays: Beach Bash (live music, family activities) located at Kiwanis Beach, 4-7 PM Also live music every night 7-R:30 at American Legion Park July-August		
Sponsoring Organization Information		
Legal Business Name: St. Ignace Visitors Bureau		
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI/49781
Mailing Address: 6 Spring St.	City: St. Ignace	State/Zip: MI/49781
Telephone: 906-643-6950	Email: info@stignace.com	
Contact Name: Quincy Ranville	Title: events director	
Telephone 906-643-6950	Email: quincy@stignace.com	
Contact Person on Day of Event		
Name: Quincy Ranville	Title: events director	
Address: 6 Spring St.	City: St. Ignace	State/Zip: MI 49781
Telephone: 906-643-6950	Cell: 906-298-1902	Email: quincy@stignace.com
Type of Event (Check one - See Special Events Policy for additional information)		
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input type="checkbox"/> Run Event
<input type="checkbox"/> Co-sponsored Event (all parties must provide sponsoring info and sign application)	<input type="checkbox"/> Other (describe)	<input type="checkbox"/> Block Party
<input checked="" type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Wedding	<input type="checkbox"/> Video or Film Production
<input type="checkbox"/> For Profit Event		
Event Information		
Event Location(s): Museum of Ojibwa Culture, Kiwanis Beach, downtown businesses (pending property owner permission), American Legion Park, Marina south lawn, Favorite Dock (fireworks launch site)		
Event Date(s): various dates from July 1 - September 30 (see description above)		
Event Hours: varies (see description above)		
Estimated date/time for set up:	<input type="text"/>	
Estimated date/time for clean up:	<input type="text"/>	
Describe set up and clean up procedures (include specifically who will be taking care of trash): We handle all clean up for these events.		

Event Information (continued)

Estimated DAILY attendance: **varies**

Describe crowd control plans for this event:

attendance numbers vary but are never out of control. Parking can be tricky at the marina during the farmers market but we work directly with Joe on that.

Describe the Special Event's impact on adjacent commercial and residential property:

Very positive tourism impact!

Will sidewalks be used YES NO *If yes, include a detailed map outlining the proposed sidewalk use*

Describe sidewalk use:

sidewalks will likely be used for Wacky Wednesday and Swingin' Iggy (Saturdays). In those cases, written permission of the property owner directly adjacent is acquired and can be provided to the city if needed. Additionally insured riders are also provided where applicable.

Will street closures be necessary? YES NO

*If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations
The City of St. Ignace does not have authority to close County roads.*

Describe street closures:

No street closures for these events.

* Streets closed: Date/Time:

* Streets re-open: Date/Time:

Event Information (continued)

Will parking lot closures be necessary?

YES

NO

If yes, include a detailed map indicating proposed closures and barricade locations

Describe parking lot closures:

(I accidentally clicked "no" and now I can't unclick it). We do a partial closure at the marina. About 8 spots on the south end of the lawn are closed off for vendor setup. We work with Joe to close off this area Thursday morning. We usually don't have any trouble and the lot is nowhere near full until the market opens anyway so it is not a traffic impact/hazard.

" Parking lot(s) closed: Date/Time: **partial closure, Thursdays at 8 AM**

" Parking lot(s) re-open: Date/Time: **Thursdays, 7 PM**

What parking arrangements are proposed to accommodate attendance?

vendors are required (unless special permission is given) to park on the north lawn to not take up spaces in the marina lot. There is also additional street parking and a small city lot on Spring St. There is no other major impact or parking issues with the rest of the nightly/weekly events.

Will music be provided/included during the event?

YES

NO

Describe type of music proposed:

Live

Amplification

Recorded

Loudspeakers

Proposed time music will begin: **varies**

Proposed time music will end: **varies**

Proposed location of live band/disc jockey/loudspeakers/equipment:

Music always ends by 10:00PM at the latest. Music is at various locations throughout town.

Describe noise control:

None.

Event Information (continued)

Will the event require the use of any of the following municipal equipment:

Sponsoring organization should expect to be charged for use, placement, and maintenance of these items

- | | |
|---|--------------------------------|
| <input type="checkbox"/> Trash Receptacles | Quantity: <input type="text"/> |
| <input type="checkbox"/> Barricades | Quantity: 4 |
| <input checked="" type="checkbox"/> Traffic Cones | Quantity: <input type="text"/> |
| <input type="checkbox"/> Other (describe): | |

Sponsoring organization may be required to provide a dumpster

Will the following be constructed or located in the event area?

No stakes of any kind allowed on asphalt

- | Item | Item |
|---|---|
| <input type="checkbox"/> Booths | <input type="checkbox"/> Tables |
| <input checked="" type="checkbox"/> Tents | <input type="checkbox"/> Rides |
| <input type="checkbox"/> Awnings | <input type="checkbox"/> Portable Toilets <i>(may be required depending on event)</i> |
| <input type="checkbox"/> Canopies | <input type="checkbox"/> Other <i>(describe)</i> |

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

- YES NO *if yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

Though nothing is confirmed, the VB is working on potentially purchasing inflatables to be used at various events but possibly some Swingin' Iggy nights. If so, this would likely be at Little Bear. Not yet confirmed but I will present to council if that is confirmed.

Event Information (continued)

Will the event have food, beverage or concessions YES NO

(See Section X of the Special Events Policy for health department approvals and temporary food license requirements)

Describe: I am working on understanding what is and isnt allowed at the farmers market regarding food and concessions but ready-to-eat food is available at the farmerst market. There are no other concessions at other nightly/weekly events.

Do you plan to have alcohol served at this event? YES NO

* A \$50.00 fee applies to special liquor license applications and Liquor Liability Insurance is required.
Include proposed location(s) on event layout and describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals

Will there be temporary electricity at this event? YES NO

* An electrical permit is required. Include proposed locations on event layout

Generators Use of Light Pole Outlets Temporary Distribution Panel

Do you plan to have special event signs? YES NO

Signs must conform to City's ordinances

Describe signs, proposed locations, etc.
sandwich board signs listing bands that are performing in the parks.

Do you plan to use city entrance signs or banner

YES NO

If yes you must apply for use through the City Entrance Sign Ordinance/Municipal Banner System Policy

Application Check List (failure to provide necessary documentation will delay application review and approval)

I have attached the following items:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Manager's Office within 1 week following notice of event approval)
- Insurance Policy endorsement (due to City Manager's Office within 1 week following notice of event approval)
- Event Signage (description)
- Driver's License of applicant

Insurance policy renews in March, will provide at that time.

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for this event, name the City of St. Ignace as an additional insured on all applicable policies, provide a separate copy of the insurance policy Endorsement, and submit the required documents to the City Manager's Office no later than one week following notice of event approval.

Execute an Indemnification Agreement on the sponsoring organization's letterhead and submit it to the City Manager's Office no later than one week following notice of the event approval.


Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

Applicant Signature 	Date <input style="width: 100%;" type="text" value="1/22/24"/>
Co-Applicant Signature	Date <input style="width: 100%;" type="text"/>
Complete this application and return it, along with all required documentation, to the City Manager's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.	Receipt Date <input style="width: 100%; height: 20px;" type="text"/>



Detailed Plan – St. Ignace Weekly Summer Events

Native American Cultural Teachings: The St. Ignace VB sponsors these teachings which take place from 6:30-7:30 on Mondays and Tuesdays at the Museum of Ojibwa Culture. These teachings often include lectures or demonstrations from special guests on storytelling, crafting, history, and more. July-August

Wacky Wednesdays: Wacky Wednesday is very similar to Swingin' Iggy (Saturdays) but on a smaller scale. This includes one live music downtown (TBD, based on permission from property owners) as well as family activities including face painting, busker activities, balloon animals, etc. July-August

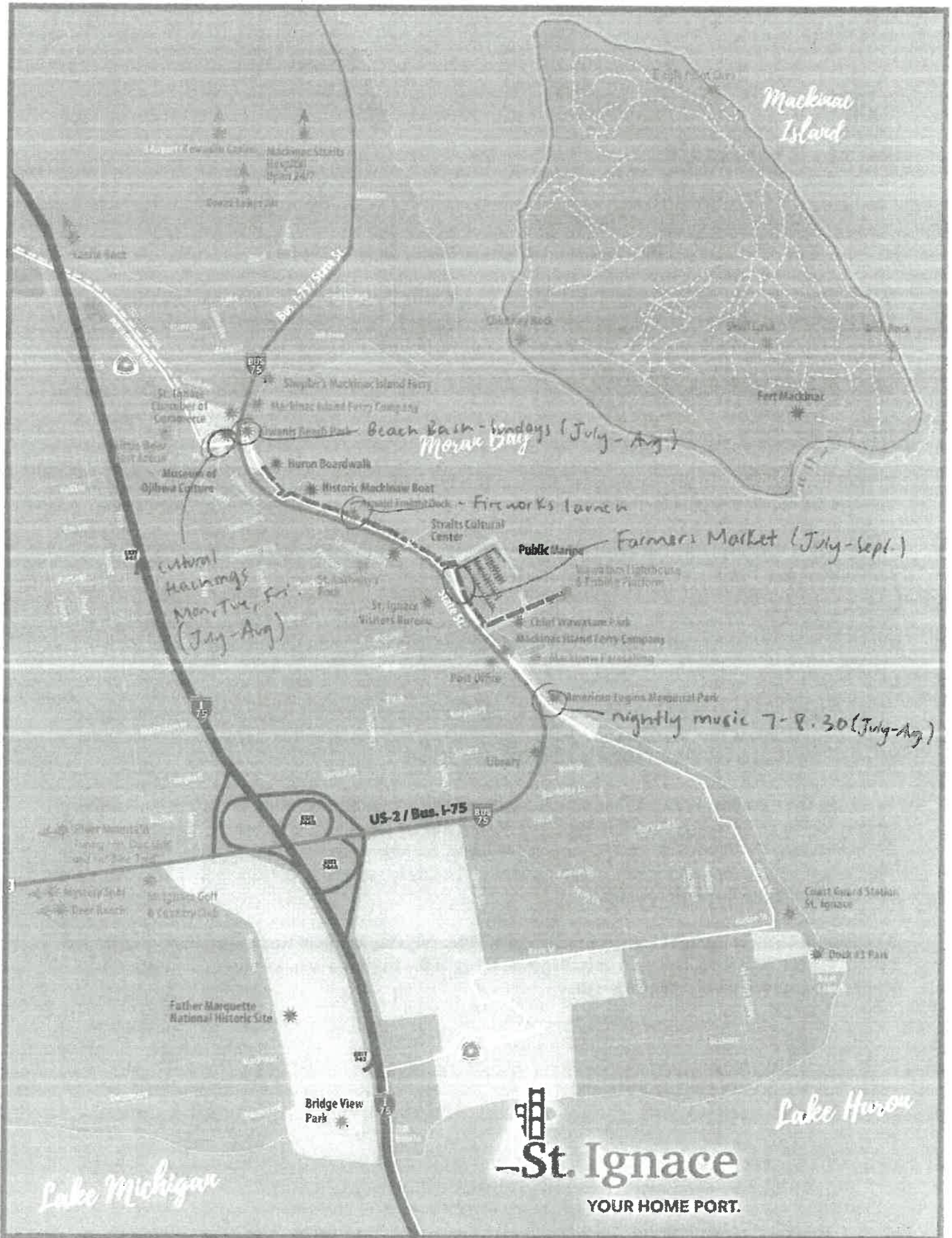
Bayside Farmers Market: the market takes place on Thursdays from 3-7 on the south lawn of the marina. Vendors are required to park on the north lawn to keep the lot open for guests. Vendors also sign a hold harmless agreement. They are also required to follow all health department rules and regulations, and violate those rules at their own risk. This event requires a partial lot closure at the south end of the lot which is coordinated directly with Joe with no issue. July-September

Friday Night at the Museum: similar to the cultural teachings on Mondays and Tuesdays, these family friendly activities held at the Museum of Ojibwa Culture help people immerse themselves and learn about Native culture.

Swingin' Iggy: Similar to Wacky Wednesday but on a larger scale. Multiple live music performers throughout downtown (locations TBD, based on permission from property owners) as well as family activities including face painting, busker activities, balloon animals, etc. July-August

Fireworks Over the Bay: Fireworks are launched by Small Town Saturday Night Fireworks from the Favorite Dock (with the permission of Arnold Freight). Fireworks dates are May 25, June 8, June 22, June 29, July 4, July 13, July 20, July 27, August 3, August 10, August 17, August 24, August 31. The Visitors Bureau has taken over the City's 4th of July contract for ease of accountability. The City has agreed to contribute \$5,000 to that show, as has been the case in previous years.

Beach Bash: Sundays nights at Kiwanis Beach from 4-7 PM. This idea was born from several citizen organized "beach parties" where boaters were encouraged to tie up in the bay and enjoy live music. There are also beach games and branded beach balls for guests.



Cultural Hangings
Mon, Tue, Fri
(July-Aug)

Beach Bash - Sundays (July-Aug)
Morax Bay

Fireworks Larnch

Farmers Market (July-Sept)

nightly music 7-8:30 (July-Aug)

 **St. Ignace**
YOUR HOME PORT.

Lake Huron

Lake Michigan



City of St. Ignace, MI

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date: 3/18/24

Presenter: Ryan Sigmon

Department: DDA/Museum

Scott Marshall, City Manager: _____

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE:

Museum of Ojibwa Culture Online Donation Platform

BACKGROUND:

Currently the Museum of Ojibwa Culture has no way to take online donations, and has received interest from multiple individuals in making one time and recurring online donations. Looking into a possible platform, we locked in on the QGiv platform as it is used by the Michilimackinac Historical Society & Fort de Baude Museum and was spoken very highly of by MHS staff. The

At the March 8th, 2024 DDA Board Meeting, the DDA Board approved via motion to proceed with the QGiv donation platform and bringing it to City Council, as the City will need to sign up for the platform.

FISCAL EFFECT:

There is no contract we need to sign, but there would be a \$10/month cost for invoicing credit card fees. Which would be paid for by the Museum of Ojibwa Culture.

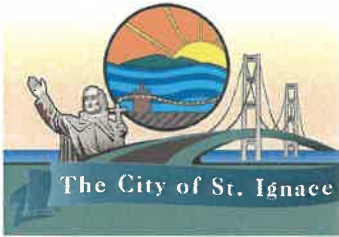
The city would have to sign up on behalf of the Museum, as the museum does not have a 501(c)3 status but instead uses our city's tax-exempt government organization status.

SUPPORTING DOCUMENTATION:

None

RECOMMENDATION:

The DDA Board recommends proceeding with the QGiv donation platform to be used for the Museum of Ojibwa Culture.



City of St. Ignace, MI

396 N State Street
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cityofstignace.com

Department Head Report

This report and any background material must be delivered to the City Manager's Office by 4:00 PM the Thursday prior to the second Council Meeting of the month.

Department:

City Police

Please provide a summary of your department's recent goals/objectives/operations, and note any issues that you would like to make the Council aware of.

1. Chief James is requesting overnight lodging at Holiday Inn in Marquette on April 15th and April 16th while attending the annual U.P. Criminal Justice Administrator's Conference. Lodging is \$85 per night.



23rd Annual Upper Peninsula Criminal Justice Administrators Conference April 16 & 17, 2024

Holiday Inn, 1951 US 41 West, Marquette, MI 49855

Reserve room(s) by April 1st, by calling (906) 225-1351

Conference Registration: <https://cvent.me/IMNR91> by April 10th

Agenda

Tuesday, April 16, 2024

9:00 am - 9:50 am	Registration
10:00 - 10:10 am	Insp. Randal Danison - Opening Remarks/Housekeeping
10:10 am - 11:30 am	Phil Kamm, MMRMA - Electric Vehicles
11:30 am - 12:00 pm	Vendors and Networking
12:00 pm - 1:00 pm	Lunch
1:00 pm - 3:00 pm	Jack Enter – Leadership
3:00 pm - 3:10pm	Snack
3:10 pm - 5:00 pm	Jack Enter – Leadership
6:00 pm	Dinner and Drinks
After hours	Networking will continue after dinner

Wednesday, April 17, 2024

7:30 am - 8:30 am	Breakfast
8:30 am - 10:00 am	Katie Bower, OHSP
10:00 am - 10:15 am	Break
10:15 am - 12:00 pm	Tim Bourgeois, MCOLES - Law Enforcement Trends
12:00 pm	Capt. Darren Green - Closing Remarks/Dismissal

Hosted by: Sheriff Scott Rutter, Dickinson County Sheriff Dept.
Insp. Randal Danison, Michigan State Police, Eighth District Assistant Commander
Capt. Lowell Larson, Marquette County Sheriff's Office
Darin Hunter, MMRMA



City of St. Ignace, MI

396 N State Street
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cityofstignace.com

Staff Report

Agenda Date: 3-13-24

Presenter:

Department: Water-Wastewater

Scott Marshall, City Manager: _____

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE: Proposal for increase in water and sewer rates for 2024-2029.

BACKGROUND: A rate study was performed free of charge by John Holland of Michigan Rural Water Association (MRWA).

FISCAL EFFECT: Due to ever increasing prices for water distribution materials and an increase of inflation in all related products, it is imperative that water and sewer rates are also increased to reflect the financial needs of the water and sewer departments.

SUPPORTING DOCUMENTATION: 2024 Rate Studies provided by MRWA.

RECOMMENDATION:

Water

- The proposal for water rates would be a 2% increase for 2024 and a 3% increase in 2025 and 2026.
- Water readiness to serve increase 3% for 2024 only.

Sewer

- The proposal for sewer rates would be 4% increase for 2024 and a 3% increase for 2025 & 2026.
- Readiness to serve increase 4% for 2024 only.

Water

Overall Conclusion

City of St. Ignace

At first glance looking at the overall financial stability of the water system it appears to be generating excess revenues. The "Cash Flow Statement" page indicates 2022's income exceeded last year's actual expenses showing excess revenues of \$176,796 dollars.

The overall revenue which takes into account fees from new customers and miscellaneous income shows an excess in 2022 of \$176,796. Although revenue from tap fees and other miscellaneous income should be considered a bonus as this income changes every year.

Looking again at the extra revenue of \$176,796. What the \$176,796 includes is any reserve funding for major equipment maintenance and replacement. Things like painting a water tower, or replacing a pump. Using the equipment replacement / asset management program established by the EGLE indicated that the City should be putting \$30,620 aside on an annual basis to pay for major equipment maintenance and replacement for items that occur on an irregular basis.

Basically the City is generating enough revenue to cover every day basic expenses and some and enough to mostly pay for the irregularly occurring major maintenance items and replacement of existing equipment necessary to providing safe drinking water for the community. Therefore, a small cost of living increase should be performed.

The City needs to know exactly how much money will be needed over the next 20 years for these major maintenance expenses / equipment replacement and insure they have money in the bank for these expenditures. Keeping in mind that too much money is almost as bad as not having enough

Putting money aside or "making a profit" should not be guess work, but rather an exact calculation. For instance if the past maintenance history of a pump indicated that we have to replace it in five years and the pump cost \$25,000 we should be putting aside \$5,000 dollars each year in order to have the \$25,000 needed in five years to replace the pump. This money would come out of the water or sewer saving accounts. Here is the KEY, the rates need to be high enough to generate enough revenue to replace the \$25,000 spent on this pump. Otherwise the City will eventually deplete its water and sewer reserve accounts.

Current Rate Structure City of St. Ignace

The current rate structure for the City of St. Ignace's Water System is reasonable but could use a few minor changes to recover the cost of operating the system in a more equitable manner.

Currently the City charges a cost per 1,000 gallons of water used. The rate per 1,000 gallons is the same regardless of who the customer is or how much they use. Everyone pays the same rate starting from the first gallon used.

The debt is collected through the base rate with all customers paying the same rate on a monthly basis.

Currently the City charges a base rate or Ready to Serve charge which is invoiced every quarter (which includes the debt). The base rate is charged to everyone regardless of how much water they use and the size of the meter serving the customer.

Larger water users take up capacity of the system. The system has a limited capacity (gallons) therefore if one large customer takes up the capacity of 10 residential homes they should pay a base rate equivalent to the 10 residential homes. Larger volume users also drive the size of certain components of the water system. For instance having several large buildings that house factories or schools will require larger water mains and a larger water tower to provide firefighting ability for these larger buildings. It is thus fair that they pay a larger portion of the debt and some fixed expenses compared to a homeowner who uses 3,000 gallons per month.

Ultimately our goal is to collect the money needed to maintain the water system in the most equitable manner possible. Insuring that everyone pays their fair share of the cost.

City of St. Ignace	3%	3%	2%	2%	2%	2%	2%	3%	3%	3%	3%	3%
WATER	2018	2019	2020	2021	2022	CURRENT	2024	2025	2026	2027	2028	2029
Residential												
3/4" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
Readiness to Serve	16.00	16.00	16.00	16.00	16.00	16.00	16.48	16.48	16.48	16.48	16.48	16.48
Commercial												
3/4" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	26.00	26.00	26.00	26.00	26.00	26.00	26.37	26.37	26.37	26.37	26.37	26.37
1" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	60.00	60.00	60.00	60.00	60.00	60.00	60.97	60.97	60.97	60.97	60.97	60.97
1.5" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	192.00	192.00	192.00	192.00	192.00	192.00	197.74	197.74	197.74	197.74	197.74	197.74
2" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	224.00	224.00	224.00	224.00	224.00	224.00	230.70	230.70	230.70	230.70	230.70	230.70
3" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	272.00	272.00	272.00	272.00	272.00	272.00	280.13	280.13	280.13	280.13	280.13	280.13
3" Golf Course for first 250,000 gal	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
3" Golf Course above 250,000 gal	2.86	2.95	3.00	3.06	3.12	3.14	3.20	3.30	3.40	3.50	3.61	3.72

This discount on water needs to be further explored, it does not cost less to produce the water. Golf Course used 1.3 million gallons of water in June 2023 alone. This creates a massive loss for the water department. (\$3,402 discount on water in June alone for the same amount of cost to water department)

Moran Township

Residential												
3/4" (per 1000 gal)	8.30	8.55	8.72	8.89	9.07	9.25	9.44	9.72	10.01	10.31	10.62	10.94
	34.38	34.38	34.38	34.38	34.38	34.38	35.41	35.41	35.41	35.41	35.41	35.41
Commercial												
3/4" (per 1000 gal)	8.30	8.55	8.72	8.89	9.07	9.25	9.44	9.72	10.01	10.31	10.62	10.94
	51.38	51.38	51.38	51.38	51.38	51.38	56.65	56.65	56.65	56.65	56.65	56.65
1" (per 1000 gal)	8.30	8.55	8.72	8.89	9.07	9.25	9.44	9.72	10.01	10.31	10.62	10.94
	119.95	119.95	119.95	119.95	119.95	119.95	131.01	131.01	131.01	131.01	131.01	131.01
1.5" (per 1000 gal)	8.30	8.55	8.72	8.89	9.07	9.25	9.44	9.72	10.01	10.31	10.62	10.94
	229.13	229.13	229.13	229.13	229.13	351.13	424.90	424.90	424.90	424.90	424.90	424.90
2" (per 1000 gal)	8.30	8.55	8.72	8.89	9.07	9.25	9.44	9.72	10.01	10.31	10.62	10.94
	386.53	386.53	386.53	386.53	386.53	470.03	495.71	495.71	495.71	495.71	495.71	495.71
3" (per 1000 gal)	8.30	8.55	8.72	8.89	9.07	9.25	9.44	9.72	10.01	10.31	10.62	10.94
	550.80	550.80	550.80	550.80	550.80	550.80	601.94	601.94	601.94	601.94	601.94	601.94

St. Ignace Township

Residential												
3/4" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	16.00	16.00	16.00	16.00	16.00	16.00	16.48	16.48	16.48	16.48	16.48	16.48
Commercial												
3/4" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	26.00	26.00	26.00	26.00	26.00	26.00	26.37	26.37	26.37	26.37	26.37	26.37
1" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	60.00	60.00	60.00	60.00	60.00	60.00	60.97	60.97	60.97	60.97	60.97	60.97
1.5" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	120.00	120.00	120.00	120.00	120.00	120.00	120.00	197.74	197.74	197.74	197.74	197.74
2.0" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	230.70	224.00	224.00	224.00	224.00	224.00	230.70	230.70	230.70	230.70	230.70	230.70
3" (per 1000 gal)	5.72	5.89	6.01	6.13	6.25	6.38	6.51	6.71	6.91	7.12	7.33	7.55
	272.00	272.00	272.00	272.00	272.00	272.00	280.13	280.13	280.13	280.13	280.13	280.13

We also have an additional rate code on St. Ignace Township bills for a water system upgrade.

They are as follows through 2032:

WA-82	5.80
WA-83	9.28
WA-84	21.46
WA-85	98.60

When using 3,000 gallons per month:

This results in a \$.87 total increase on the water bill of a typical City residence.

This results in a \$1.60 total increase on the water bill of a typical Moran Township residence.

This results in a \$.87 total increase on the water bill of a typical St. Ignace Township residence.

City of St. Ignace		Notes on loans
2024		
BOND INSTALLMENT ANNUAL PAYMENT SCHEDULE		
NAME OF LOAN	MDOT SIB	USDA 91-02
PAID BY RATES OR OTHER ?	Rates	Rates
IF OTHER - SOURCE		
IF OTHER - \$ CONTRIBUTION FROM OTHER		
DATE OF ISSUE	07/25/18	1999
DATE OF MATURITY	07/25/28	2038
IS THERE A RESERVE REQUIREMENT	No	
WHAT IS THE REQUIRED ANNUAL RESERVE \$		
CURRENT BALANCE IN THE REQUIRED RESERVE		
DATE OF - PRINCIPAL & INTEREST PAYMENT	July 25th	
\$ AMOUNT OF THIS INTEREST PAYMENT	\$884	\$35,280
\$ AMOUNT OF PRINCIPAL THIS PAYMENT	\$7,960	\$75,000
DATE OF - INTEREST PAYMENT		
\$ AMOUNT OF THIS INTEREST PAYMENT		\$35,280
CURRENT CASH BALANCE IN THIS ACCOUNT	\$27,418	
ORIGINAL LOAN AMOUNT	\$50,000	\$2,685,000

LIST THE COMBINED ANNUAL PRINCIPAL & INTEREST PAYMENTS HERE	ANNUAL PAYMENTS NEEDED FROM RATE CHARGES	ANNUAL PAYMENTS NEEDED FROM RATE CHARGES
	MDOT SIB	USDA 91-02
2024	\$8,844	\$145,560
2025	\$8,844	\$146,186
2026	\$8,844	\$145,630
2027	\$8,844	\$145,940
2028	\$2,383	\$146,070
2029		\$146,020
2030		\$145,790
2031		\$146,380
2032		\$145,746
2033		\$145,930
2034		\$145,890
2035		\$145,626
2036		\$146,136
2037		\$145,376
2038		\$148,390
2039		
2040		
2041		
2042		
2043		
PAID OFF IN YEAR OF	46959	2038

USDA RURAL DEVELOPMENT RESERVE REQUIREMENT				
ANNUAL BOND RESERVE PAYMENT	RRI PAYMENT	RRI ANNUAL	CURRENT BALANCE	
USDA 91-02	0	\$7,130		
		\$0		
ANNUAL BOND RESERVE PAYMENT				
USDA 91-02	0	\$0	2009	
		\$0	10	
CURRENT RESERVE BALANCE APPLIED TO OTHER RESERVES \$ -				
AVG. INTEREST RATE IN SAVINGS 0.10%				
RRI RESERVES ARE TYPICALLY APPLIED TO EQUIPMENT REPLACEMENT FUNDS				
YEAR	PURPOSE	PURCHASE WITHDRAWAL	ANNUAL RESERVE PAYMENT	END OF YEAR BALANCE
2024			\$7,130	\$7,137
2025			\$7,130	\$14,281
2026			\$7,130	\$21,433
2027			\$7,130	\$28,591
2028			\$7,130	\$35,757
2029			\$7,130	\$42,930
2030			\$7,130	\$50,110
2031			\$7,130	\$57,297
2032			\$7,130	\$64,492
2033			\$7,130	\$71,693
2034			\$7,130	\$78,902
2035			\$7,130	\$86,118
2036			\$7,130	\$93,341
2037			\$7,130	\$100,572
2038			\$7,130	\$107,810
2039			\$7,130	\$115,055
2040			\$7,130	\$122,307
2041			\$7,130	\$129,566
2042			\$7,130	\$136,833
2043			\$7,130	\$144,107
2044			\$7,130	\$151,388
2045			\$7,130	\$158,677
2046			\$7,130	\$165,972
2047			\$7,130	\$173,275
2048			\$7,130	\$180,586
2049			\$7,130	\$187,904
2050			\$7,130	\$195,229
2051			\$7,130	\$202,561

USDA RURAL DEVELOPMENT RESERVE REQUIREMENT				
ANNUAL BOND RESERVE PAYMENT	RRI PAYMENT	RRI ANNUAL	CURRENT BALANCE	
USDA 91-02	0	\$7,130		
		\$0		
ANNUAL BOND RESERVE PAYMENT				
USDA 91-02	0	\$0	2009	
		\$0	10	
CURRENT RESERVE BALANCE APPLIED TO OTHER RESERVES \$ -				
AVG. INTEREST RATE IN SAVINGS 0.10%				
RRI RESERVES ARE TYPICALLY APPLIED TO EQUIPMENT REPLACEMENT FUNDS				
YEAR	PURPOSE	PURCHASE WITHDRAWAL	ANNUAL RESERVE PAYMENT	END OF YEAR BALANCE
2024			\$7,130	\$7,137
2025			\$7,130	\$14,281
2026			\$7,130	\$21,433
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2031			\$7,130	\$57,297
2032			\$7,130	\$64,492
2033			\$7,130	\$71,693
2034			\$7,130	\$78,902
2035			\$7,130	\$86,118
2036			\$7,130	\$93,341
2037			\$7,130	\$100,572
2038			\$7,130	\$107,810
2039			\$7,130	\$115,055
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2041			\$7,130	\$129,566
2042			\$7,130	\$136,833
2043			\$7,130	\$144,107
2044			\$7,130	\$151,388
2045			\$7,130	\$158,677
2046			\$7,130	\$165,972
2047			\$7,130	\$173,275
2048			\$7,130	\$180,586
2049			\$7,130	\$187,904
2050			\$7,130	\$195,229
2051			\$7,130	\$202,561

The "Bond Reserve Account" Annual Payment is dictated in the original loan agreement with Rural Development. It is usually set to accumulate one full year's loan payment over a ten year period. Once the bond reserve account reaches one full annual loan payment (principal & interest), the annual bond reserve payment is typically added to the RRI annual payment. Check the Loan Agreement for details.

TOTAL BOND RESERVE	\$0
TOTAL RRI RESERVE	\$7,130
TOTAL RESERVE	\$7,130
THESE RESERVE AMOUNTS ARE AUTOMATICALLY ADDED INTO THE EQUIPMENT REPLACEMENT FUND	

City of St. Ignace

CASH FLOW STATEMENT - ACTUAL

The cash flow statement does not include any
 Depreciation - But does included principal and interest
 on all loan payments

	YEAR OF	YEAR OF	YEAR OF
	2020	2021	2022
EXPENSES ACTUAL			
OPERATING EXPENSES ACTUAL	\$997,173	\$1,066,347	\$1,186,604
INTEREST	\$89,577	\$87,704	\$83,668
PRINICIPAL	\$78,121	\$85,547	\$87,945
MINUS DEPRECIATION	\$237,506	\$237,593	\$237,824
NORMAL ANNUAL OPERATING EXPENSES	\$927,365	\$1,002,005	\$1,120,393
INCOME ACTUAL EARNED			
REVENUE	\$1,264,232	\$1,305,520	\$1,297,189
NORMAL ANNUAL INCOME	\$1,264,232	\$1,305,520	\$1,297,189
OVERALL INCOME	\$1,264,232	\$1,305,520	\$1,297,189
OVERALL GAIN / LOSS	\$336,867	\$303,515	\$176,796

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

Please be sure to review the results of this evaluation with your community's attorney									
CALCULATED RESULTS OF WATER RATE ANALYSIS									
City of St. Ignace									
	ANNUAL BUDGET	PERCENT FIXED EXPENSES	BASE RATE FIXED EXPENSES	COST PER GALLON	CONSUMPTION VARIABLE EXPENSES	VOLUME COST PER UNIT	2024		
LABOR & BENEFITS	\$537,013	50%	\$268,507	\$7.72	\$268,507	\$2.80			
OPERATION & MAINTENANCE EXPENSES	\$322,171	20%	\$64,434	\$1.85	\$257,737	\$2.89			
SUBTOTAL OPERATIONAL EXPENSES	\$859,184		\$332,941	\$9.58	\$526,243	\$5.49			
NON-OPERATING INCOME REDUCTION PER REU / UNIT									
DEBT SERVICE	\$8,844	100%	\$8,844	\$0.25	\$0	\$0.00			
UNDEVELOPED LAND	\$145,560	100%	\$145,560	\$4.19	\$0	\$0.00			
UNDEVELOPED LAND	\$7,130	100%	\$7,130	\$9.21	\$0	\$0.00			
SUBTOTAL LOANS	\$161,534		\$161,534	\$4.65	\$0	\$0.00			
TOTAL REGULAR EXPENSES	\$1,028,718		\$494,475	\$14.23	\$526,243	\$5.49			
RATE CHARGE FOR DEBT AND LOANS									
				\$14.23		\$5.49			
				\$16.00		\$6.38			
				(\$1.77)		(\$0.89)			
				-11%		-16%			
OVERALL PERCENT INCREASE FOR GALLONS OF	4.00		3%						
EQUIPMENT REPLACEMENT SHORT LIVED ASSETS	\$30,620	50%	\$15,310	\$0.44	\$15,310	\$0.16			
CAPITAL IMPROVEMENT PROJECTS	\$150,000	42%	\$63,000	\$1.81	\$87,000	\$0.91			
SUBTOTAL RESERVES	\$180,620		\$78,310	\$2.25	\$102,310	\$1.07			
ADOPTED BUDGET	\$1,201,338		\$72,785	\$16.48	\$828,553	\$6.55			
NON-OPERATING INCOME REDUCTION CONTRIBUTION	\$1,201,338		\$0	\$0	\$0	\$0			
REVENUE COLLECTED THROUGH RATES	\$1,201,338		\$572,785	\$0.00	\$628,553	\$0.00			
NON-OPERATING INCOME REDUCTION PER REU / UNIT				0.00		0.00			
CALCULATED RATE PER FALSE PER MONTH									
ANNUAL EQUIVALENT REU'S	34,780			\$16.00		\$6.38			
ANTICIPATED GALLONS INVOICED	90,399,000			\$0.48		\$0.17			
INVOICES PER YEAR	12			3.0%		2.7%			
TOTAL NUMBER OF CUSTOMERS / METERS	1,562								
ANTICIPATED EQUIVALENT GALLONS / UNITS	65,811								
GALLONS USED	4,000								
AMOUNT OF BILL	\$42.88								
PERCENT INCREASE	3%								
DOES THE COST PER UNIT WATER INCLUDE INCLUDING OR INCLUDING RATES									
GALLONS INCLUDED WITH THIS CALCULATED RATE									
IS THIS RATE PER REU - OR PER METER (DOES) METER SIZE									
EVERY MILLION GALLONS GENERATES REVENUE OF \$6,554									
ADDITIONAL REVENUE REQUIRED \$16,629									
COMBINED ADDITIONAL REVENUE GENERATED \$30,313									
\$1.00 INCREASE GENERATES \$34,760									
NON-METERED \$16.68									

City of St. Ignace																																																																																													
PER 1,000 GAL.	\$6.55		\$6.38		\$0.17																																																																																								
	NEW		CURRENT		DIFFERENCE PER MONTH																																																																																								
METER SIZE	BASE RATE PER MONTH	METER RATIO FACTOR BEING USED	BASE RATE PER MONTH	CURRENT METER RATIO	PERCENT INCREASE																																																																																								
3/4 Res	\$16.48	1.00	\$16.00	1.00	3.0%	\$0.48																																																																																							
3/4 Com	\$26.37	1.00	\$26.00	1.00	1.4%	\$0.37																																																																																							
1	\$60.97	3.70	\$60.00	3.70	1.6%	\$0.97																																																																																							
1 1/2	\$197.74	12.00	\$192.00	12.00	3.0%	\$5.74																																																																																							
2	\$230.70	14.00	\$224.00	14.00	3.0%	\$6.70																																																																																							
3	\$280.13	17.00	\$272.00	17.00	3.0%	\$8.13																																																																																							
4	\$0.00	0.00	\$0.00	0.00	#DM/01	\$0.00																																																																																							
6	\$0.00	0.00	\$0.00	0.00	#DM/01	\$0.00																																																																																							
8	\$0.00	0.00	\$0.00	0.00	#DM/01	\$0.00																																																																																							
10	\$0.00	0.00	\$0.00	0.00	#DM/01	\$0.00																																																																																							
<table border="1"> <thead> <tr> <th></th> <th>Moreau Township</th> <th>St. Ignace Township</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td></td> <td>\$9.50</td> <td>\$6.55</td> <td>\$6.55</td> <td>NEW</td> <td>\$6.55</td> </tr> <tr> <td></td> <td>NEW</td> <td>NEW</td> <td>NEW</td> <td>NEW</td> <td>NEW</td> </tr> <tr> <td></td> <td>BASE RATE PER MONTH</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>\$35.41</td> <td>\$16.48</td> <td>\$16.48</td> <td></td> <td></td> </tr> <tr> <td></td> <td>\$56.65</td> <td>\$26.37</td> <td>\$26.37</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$131.01</td> <td>\$60.97</td> <td>\$60.97</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$424.90</td> <td>\$197.74</td> <td>\$197.74</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$495.71</td> <td>\$230.70</td> <td>\$230.70</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$601.94</td> <td>\$280.13</td> <td>\$280.13</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td></td> <td>\$0.00</td> </tr> <tr> <td></td> <td>\$0.00</td> <td>\$0.00</td> <td>\$0.00</td> <td></td> <td>\$0.00</td> </tr> </tbody> </table>											Moreau Township	St. Ignace Township					\$9.50	\$6.55	\$6.55	NEW	\$6.55		NEW	NEW	NEW	NEW	NEW		BASE RATE PER MONTH						\$35.41	\$16.48	\$16.48				\$56.65	\$26.37	\$26.37		\$0.00		\$131.01	\$60.97	\$60.97		\$0.00		\$424.90	\$197.74	\$197.74		\$0.00		\$495.71	\$230.70	\$230.70		\$0.00		\$601.94	\$280.13	\$280.13		\$0.00		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00	\$0.00		\$0.00		\$0.00	\$0.00	\$0.00		\$0.00
	Moreau Township	St. Ignace Township																																																																																											
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	NEW	NEW	NEW	NEW	NEW																																																																																								
	BASE RATE PER MONTH																																																																																												
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	\$0.00	\$0.00	\$0.00		\$0.00																																																																																								

These are the rates calculated for each meter size for each entity served. Also for the cost per unit of water sold for each entity.

TYPICAL BILL USING NEW RATES
 City of St. Ignace

METER SIZE - INCHES	GALLONS USED	VOLUME CHARGE	BASE RATE CHARGE	NEW BILL	OLD BILL	CHANGE IN BILL	PERCENT INCREASE
3/4 Res	3,000	\$19.66	\$16.48	\$36.14	\$35.14	\$1.00	3%
3/4 Res	4,000	\$26.21	\$16.48	\$42.69	\$41.52	\$1.17	3%
3/4 Res	12,000	\$78.64	\$16.48	\$95.12	\$92.56	\$2.56	3%
3/4 Res	15,000	\$98.30	\$16.48	\$114.78	\$111.70	\$3.08	3%
3/4 Res	20,000	\$131.07	\$16.48	\$147.55	\$143.60	\$3.95	3%
3/4 Com.	50,000	\$327.68	\$26.37	\$354.04	\$345.00	\$9.04	3%
1 1/4	20,000	\$131.07	\$60.97	\$192.04	\$187.60	\$4.44	2%
1 1/2	150,000	\$983.03	\$197.74	\$1,180.77	\$1,149.00	\$31.77	3%
2	50,000	\$327.68	\$230.70	\$558.37	\$543.00	\$15.37	3%
3	100,000	\$655.35	\$280.13	\$935.48	\$910.00	\$25.48	3%
4	150,000	\$983.03	\$0.00	\$983.03	\$957.00	\$26.03	3%
6	265,106	\$1,737.37	\$0.00	\$1,737.37	\$1,691.38	\$46.00	3%
8	229,492	\$1,503.98	\$0.00	\$1,503.98	\$1,464.16	\$39.82	3%
10	1,500,000	\$9,830.25	\$0.00	\$9,830.25	\$9,570.00	\$260.25	3%
GALLONS INCLUDED MIN BILL				0	0		

2024

City of St. Ignace

	City of St. Ignace	City of St. Ignace	DIFFERENCE PER MONTH	DIFFERENCE PER MONTH		Moran Township		
PER 1,000 GAL.	\$6.55	\$6.38	\$0.17			\$9.50	\$9.25	
	NEW	CURRENT				NEW	CURRENT	DIFFERENCE
METER SIZE	BASE RATE PER MONTH	BASE RATE PER MONTH						
3/4 Res	\$16.48	\$16.00	\$0.48	\$0.16		\$35.41	\$34.38	\$1.03
3/4 Com	\$26.37	\$26.00	\$0.37	\$0.12		\$56.65	\$51.38	\$5.27
1	\$60.97	\$60.00	\$0.97	\$0.32		\$131.01	\$119.95	\$11.06
1 1/2	\$197.74	\$192.00	\$5.74	\$1.91		\$424.90	\$351.13	\$73.77
2	\$230.70	\$224.00	\$6.70	\$2.23		\$495.71	\$470.03	\$25.68
3	\$280.13	\$272.00	\$8.13	\$2.71		\$801.94	\$550.80	\$251.14
4	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
6	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
8	\$0.00					\$0.00	\$0.00	\$0.00
10	\$0.00					\$0.00	\$0.00	\$0.00

These are the rates calculated for each meter size for each entity served. Also for the cost per unit of water sold for each entity.

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

CONFIRMATION OF INCOME - BASED ON CALCULATED RATES

City of St. Ignace				
	City of St. Ignace	Moran Township	St. Ignace Township	REVENUE
	New Cost per Unit of Water Sold			NEW RATES
\$ PER 1,000 GAL.	\$6.55	\$9.50	\$6.56	
UNITS Sold	68,747	12,260	12,389	90,396
Income	\$430,873	\$116,489	\$81,191	\$628,553
PERCENT OF USAGE	73%	14%	14%	
PERCENT REVENUE	69%	19%	13%	
NON SALES INCOME APPLIED TO VARIABLE BUDGET				\$0
TOTAL ANTICIPATED REVENUE PER UNIT SALES				\$628,553
METER SIZE	NEW BASE RATE PER MONTH			
3/4 Res	\$16.48	\$35.41	\$16.48	
NO. CUSTOMERS	1,024	176	61	
INVOICES PER YEAR	12	12	12	
ANNUAL INVOICES	12,288	2,112	732	
INCOME	\$202,488.80	\$74,781.62	\$12,062.19	\$289,330
3/4 Com	\$26.37	\$56.65	\$26.37	
NO. CUSTOMERS	140	14	20	
INVOICES PER YEAR	12	12	12	
ANNUAL INVOICES	1,680	168	240	
INCOME	\$44,283.94	\$9,517.68	\$5,327.71	\$60,130
1	\$60.97	\$131.01	\$60.97	
NO. CUSTOMERS	47	8	9	
INVOICES PER YEAR	12	12	12	
ANNUAL INVOICES	564	96	108	
INCOME	\$34,387.13	\$12,876.91	\$5,684.77	\$53,549
1 1/2	\$197.74	\$424.90	\$197.74	
NO. CUSTOMERS	21	0	8	
INVOICES PER YEAR	12	12	12	
ANNUAL INVOICES	252	0	96	
INCOME	\$48,830.69	\$0.00	\$15,883.12	\$68,814
2	\$230.70	\$496.71	\$230.70	
NO. CUSTOMERS	28	0	1	
INVOICES PER YEAR	12	12	12	
ANNUAL INVOICES	336	0	12	
INCOME	\$77,814.40	\$0.00	\$2,788.37	\$60,283
3	\$280.13	\$601.94	\$280.13	
NO. CUSTOMERS	4	1	0	
INVOICES PER YEAR	12	12	12	
ANNUAL INVOICES	48	12	0	
INCOME	\$13,448.38	\$7,223.22	\$0.00	\$20,670
Fixed Income				\$572,785
ANTICIPATED LOSS OF FIXED INCOME FROM REU REDUCTION				\$0
INCOME GENERATED BASE RATE				\$572,785
NON SALES INCOME APPLIED TO FIXED BUDGET				\$0
TOTAL ANTICIPATED REVENUE BASE RATE / RTS + NONE SALES INCOME				\$572,785
TOTAL COMBINED CUSTOMER INCOME = BASE RATE + VOLUME INCOME				\$1,201,338
TOTAL COMBINED CUSTOMER INCOME				\$1,201,338
Budget Goal				\$1,201,338
Difference				\$0

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

FIVE YEAR INCREASE										
City of St Ignace										
City of St Ignace										
LOANS, RESERVE FUNDING & OTHER EXPENSES										
LABOR & OPERATIONS COST PER UNIT										
LABOR & OPERATIONS COST PER UNIT										
MINUS NON-OPERATING EXTRA INCOME										
TOTAL RATE										
TOTAL RATE PER UNIT										
Suggested annual increase in percent										
3.0%										
1,000 GAL.										
Suggested annual increase in percent										
3.0%										
INCREASE CALCULATION USES ONLY LABOR & OPERATIONS COST										
YEAR	LABOR & OPER. RATE	% INCREASE	\$ INCREASE	LABOR & OPER. RATE	TOTAL RATE	NON OPERATING INCOME	PROJECTED FIXED COST	PROJECTED INCOME CONSUMPTION	COMBINED INCOME	TOTAL COMBINED INCOME
2025	\$9.58	3.0%	\$0.287	\$9.868	\$16.77	\$0	\$582,773	\$644,341	\$1,227,114	\$1,227,114
2026	\$9.87	3.0%	\$0.296	\$10.162	\$17.002	\$0	\$593,061	\$660,602	\$1,253,662	\$1,253,662
2027	\$10.16	3.0%	\$0.305	\$10.467	\$17.247	\$0	\$603,657	\$677,350	\$1,281,008	\$1,281,008
2028	\$10.47	3.0%	\$0.314	\$10.781	\$17.491	\$0	\$614,572	\$694,602	\$1,308,173	\$1,308,173
2029	\$10.78	3.0%	\$0.323	\$11.104	\$17.734	\$0	\$625,814	\$712,370	\$1,335,184	\$1,335,184

LOANS / BONDS / ARE NOT INCLUDED IN ANNUAL INCREASE. RESERVE FUNDING ALREADY HAS COST OF LIVING BUILT INTO REPLACEMENT SPREADSHEETS. Customers are more likely to pay for rate increases if their rates are generally stable. Most systems know that the worst thing they can do is maintain a stable rate for many years, then increase it by 10 percent or more. A single, large increase can lead to "rate shock" and opposition to the increase. It is far better to increase rates by 2 percent per year for 5 years than 10 percent once every 5 years.

Sewer

Overall Conclusion

City of St. Ignace

At first glance looking at the overall financial stability of the sewer system it appears to be making a loss. The "Cash Flow Statement" page indicates 2022's income fell short of 2022's actual expenses showing a loss of (\$30,524) in 2022.

The overall revenue which takes into account fees from new customers and miscellaneous income shows a loss last year of (\$30,524). Although profit from tap fees and other miscellaneous income should be considered a bonus as this income changes every year.

Looking again at the loss of (\$30,524). What the loss of (\$30,524) includes some reserve funding for major equipment maintenance and replacement. Things like sludge removal, or replacing a pump. Using the equipment replacement / asset management program established by the EGLE indicated that the City should be putting \$250,369 aside on an annual basis to pay for major equipment maintenance and replacement for items that occur on an irregular basis. The City should be putting aside \$20,657 for USDA loan requirements, \$16,000 for asset replacement, \$27,000 for capital improvements and \$27,000 for lagoon cleaning. The \$27,000 for both capital improvements and lagoon cleaning takes into account the RRI reserves.

Basically the City is not generating enough revenue to cover every day basic expenses and or enough to pay for the irregularly occurring major maintenance items and replacement of existing equipment necessary to providing safe drinking water for the community.

The City needs to know exactly how much money will be needed over the next 20 years for these major maintenance expenses / equipment replacement and insure they have money in the bank for these expenditures. Keeping in mind that too much money is almost as bad as not having enough

Putting money aside or "making a profit" should not be guess work, but rather an exact calculation. For instance if the past maintenance history of a pump indicated that we have to replace it in five years and the pump cost \$25,000 we should be putting aside \$5,000 dollars each year in order to have the \$25,000 needed in five years to replace the pump. This money would come out of the water or sewer saving accounts. Here is the KEY, the rates need to be high enough to generate enough revenue to replace the \$25,000 spent on this pump. Otherwise the City will eventually deplete its sewer reserve

City of St. Ignace						4%	3%	3%	3%	3%	3%	
SEWER	2018	2019	2020	2021	2022	CURRENT	2024	2025	2026	2027	2028	2029
Residential												
3/4" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
Readiness to Serve	20.25	20.25	20.25	20.25	20.25	20.25	21.06	21.06	21.06	21.06	21.06	21.06
Commercial												
3/4"(per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	36.45	36.45	36.45	36.45	36.45	36.45	37.91	37.91	37.91	37.91	37.91	37.91
1" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	70.87	70.87	70.87	70.87	70.87	70.87	73.70	73.70	73.70	73.70	73.70	73.70
1.5" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	212.65	212.65	212.65	212.65	212.65	212.65	221.16	221.16	221.16	221.16	221.16	221.16
2" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	253.12	253.12	253.12	253.12	253.12	253.12	263.24	263.24	263.24	263.24	263.24	263.24
3" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	324.00	324.00	324.00	324.00	324.00	324.00	336.96	336.96	336.96	336.96	336.96	336.96
Moran Township												
Residential												
3/4" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.50	8.84	9.11	9.38	9.66	9.95	10.25
	34.38	34.38	34.38	34.38	34.38	34.38	35.76	35.76	35.76	35.76	35.76	35.76
Commercial												
3/4" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.50	8.84	9.11	9.38	9.66	9.95	10.25
	55.08	55.08	55.08	55.08	55.08	55.08	57.28	57.28	57.28	57.28	57.28	57.28
1" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.50	8.84	9.11	9.38	9.66	9.95	10.25
	123.77	123.77	123.77	123.77	123.77	123.77	128.72	128.72	128.72	128.72	128.72	128.72
1.5" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.50	8.84	9.11	9.38	9.66	9.95	10.25
	360.99	360.99	360.99	360.99	360.99	360.99	375.43	375.43	375.43	375.43	375.43	375.43
2" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.50	8.84	9.11	9.38	9.66	9.95	10.25
	446.06	446.06	446.06	446.06	446.06	446.06	463.90	463.90	463.90	463.90	463.90	463.90
3" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.50	8.84	9.11	9.38	9.66	9.95	10.25
	550.08	550.08	550.08	550.08	550.08	550.08	572.08	572.08	572.08	572.08	572.08	572.08
Mackinac Bridge-Visitors Center-MSP												
3/4" (per 1000 gal)	7.81	7.93	8.05	8.17	8.37	8.41	8.75	9.01	9.28	9.56	9.85	10.15
	53.11	53.11	53.11	53.11	53.11	53.11	55.23	55.23	55.23	55.23	55.23	55.23
1" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	120.61	120.61	120.61	120.61	120.61	120.61	125.43	125.43	125.43	125.43	125.43	125.43
1.5" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	354.47	354.47	354.47	354.47	354.47	354.47	368.65	368.65	368.65	368.65	368.65	368.65
2" (per 1000 gal)	6.90	7.00	7.21	7.32	7.43	7.54	7.84	8.08	8.32	8.57	8.83	9.09
	434.60	434.60	434.60	434.60	434.60	434.60	451.98	451.98	451.98	451.98	451.98	451.98
St. Ignace Township												
Residential												
3/4" (per 1000 gal)	7.52	7.63	7.74	7.86	8.06	8.18	8.51	8.77	9.03	9.30	9.58	9.87
	26.96	26.96	26.96	26.96	26.96	26.96	28.04	28.04	28.04	28.04	28.04	28.04
Commercial												
3/4" (per 1000 gal)	7.52	7.63	7.74	7.86	8.06	8.18	8.51	8.77	9.03	9.30	9.58	9.87
	26.96	26.96	26.96	26.96	26.96	26.96	28.44	28.44	28.44	28.44	28.44	28.44
1" (per 1000 gal)	7.52	7.63	7.74	7.86	8.06	8.18	8.51	8.77	9.03	9.30	9.58	9.87
	146.66	146.66	146.66	146.66	146.66	146.66	158.40	158.40	158.40	158.40	158.40	158.40
1.5" (per 1000 gal)	7.52	7.63	7.74	7.86	8.06	8.18	8.51	8.77	9.03	9.30	9.58	9.87
	288.60	288.60	288.60	288.60	288.60	288.60	332.66	332.66	332.66	332.66	332.66	332.66
2.0" (per 1000 gal)	7.52	7.63	7.74	7.86	8.06	8.18	8.51	8.77	9.03	9.30	9.58	9.87
	442.52	442.52	442.52	442.52	442.52	442.52	460.22	460.22	460.22	460.22	460.22	460.22
3" (per 1000 gal)	7.52	7.63	7.74	7.86	8.06	8.18	8.51	8.77	9.03	9.30	9.58	9.87
	687.47	687.47	687.47	687.47	687.47	687.47	714.97	714.97	714.97	714.97	714.97	714.97

When using 3,000 gallons per month:

This results in a total increase of \$1.71 on the sewer bill for a typical City residence.

This results in a total increase of \$2.40 on the sewer bill for a typical Moran Township residence.

This results in a total increase of \$2.12 on the sewer bill for a typical St. Ignace Township residence.

St Ignace

CONCLUSION OF ANALYSIS

COST PER	CURRENT RATES	CALCULATED RATES	DIFFERENCE
1,000 GAL.	\$7.54	\$7.79	\$0.25
CURRENT "BASE RATE" CHARGE PER MONTH			
METER SIZE - INCHES	CURRENT RATES	CALCULATED RATES	DIFFERENCE
3/4' Resident	\$20.25	\$20.91	\$0.66
1	\$70.87	\$73.19	\$2.32
1 1/2	\$212.65	\$219.60	\$6.95
2	\$253.12	\$261.39	\$8.27
3	\$324.00	\$334.59	\$10.59

The above rates are based on an input budget of	\$1,264,350
The above rates are based on invoicing the following gallons of water / sewer	99,245,000
The above rates are based on the following number of customers	1,341
The above rates are based on the following number of Residential Equivalent Units (REU's)	25,845

If all numbers listed above stay true the new calculated rates will generate the input budget "exactly". Not a penny more or a penny less.

This Rate Analysis uses "Full Cost Pricing" to determine the user fees.

The above table shows the Current Rate, the new Calculated Rate, and the difference between the current and new rate changes.

Full Cost Pricing is:

Maintaining your system's financial stability by ensuring a sufficient revenue stream.

Collect and reserve the funds needed to cover the costs of future asset rehabilitation and compliance with future regulations, among other things.

Plan ahead for reasonable, gradual rate increases when necessary.

Deliver a fair priced, high-quality drinking water to your customers now and in the future.

NOTE:

The above **CALCULATED RATES** will generate only enough to meet the current budget input into the rate analysis program. In order to charge a lesser amount, the budget must first be reduced.

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

St Ignace	
LOANS, BONDS, INTEREST, ANNUAL PAYMENT	
92-06	\$105,185
92-10	\$57,230
92-05	\$5,700
92-04	\$40,486
5320-01	\$243,750
5292-01	\$40,955
5593-01	\$98,003
TOTAL ANNUAL PAYMENTS \$ 591,309.28	
No Tax revenue or special assessment revenue is applied to these payments	
PROPOSED NEW DEBT - TOTAL FUNDED	
INTEREST RATE	
LENGTH OF LOAN (YEARS)	
ANNUAL PAYMENT	0
TOTAL DEBT - NEW & CURRENT \$591,309	
WHAT YEAR IS LOAN PAID OFF	
IS DEBT LISTED SEPARATELY ON WATER BILL	
IF USDA RD LOAN ANNUAL RESERVE FUNDING	\$11,460

List any additional notes on the loans here.

St Ignace
CASH FLOW STATEMENT - ACTUAL

The cash flow statement does not include any Depreciation -
 But does included principal and interest on all loan
 payments

	YEAR OF 2020	YEAR OF 2021	YEAR OF 2022
EXPENSES ACTUAL			
OPERATIONS EXPENSES ACTUAL	\$967,687	\$1,006,857	\$1,133,774
INTEREST	\$192,370	\$190,700	\$173,652
PRINICIPAL	\$550,000	\$388,000	\$396,000
MINUS DEPRECIATION	\$400,647	\$424,906	\$417,232
NORMAL ANNUAL OPERATING EXPENSES	\$1,309,410	\$1,160,651	\$1,286,194
INCOME ACTUAL EARNED			
REVENUE	\$1,147,021	\$1,181,136	\$1,255,670
OVERALL PROFIT / LOSS	-\$162,389	\$20,485	-\$30,524

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

Please be sure to review the results of this evaluation with your community's attorney

CALCULATED RESULTS OF WATER RATE ANALYSIS		2024	
ST Ignacio	ANNUAL BUDGET	PERCENT FIXED EXPENSES	VOLUME COST PER UNIT
LABOR & BENEFITS	\$232,200	50%	\$1.25
OPERATION & MAINTENANCE EXPENSES	\$343,074	25%	\$2.77
SUBTOTAL OPERATIONAL EXPENSES	\$575,274		\$4.02
02-00	\$105,165	50%	\$0.87
02-10	\$7,230	50%	\$0.31
02-40	\$8,700	50%	\$0.63
02-90	\$40,468	50%	\$0.22
03-00	\$243,750	50%	\$1.51
03-01	\$40,955	50%	\$0.22
03-02	\$36,003	50%	\$0.22
03-03	\$4,350	50%	\$0.02
03-04	\$1,450	50%	\$0.01
03-05	\$6,582	50%	\$0.04
03-06	\$9,725	50%	\$0.05
03-07	\$5,880	50%	\$0.03
SUBTOTAL LOANS	\$619,076		\$3.33
TOTAL REGULAR EXPENSES	\$1,194,350		\$7.35
NON OPERATING INCOME REDUCTION PER REU / UNIT	\$0.00		\$0.00
RATE CHARGE FOR O&M AND LOANS	\$19.79		\$7.35
CURRENT RATE	\$20.25		\$7.54
INCREASE	(\$0.46)		(\$0.18)
PERCENT INCREASE	-2%		-3%
OVERALL PERCENT INCREASE FOR GALLONS OF	4.00%		
EQUIPMENT REPLACEMENT SHORT LIVED ASSETS	\$16,000	50%	\$0.09
CAPITAL IMPROVEMENT PROJECTS	\$27,000	50%	\$0.15
LABOUR CLEARING RESERVE	\$27,000	25%	\$0.21
SUBTOTAL RESERVES	\$70,000		\$0.44
ADOPTED BUDGET	\$1,264,350		\$7.79
CURRENT REVENUE	\$1,514,063		\$7.79
NON OPERATING INCOME REDUCTION CONTRIBUTION	\$0		\$0
REVENUE COLLECTED THROUGH RATES	\$1,264,350		\$7.79
NON OPERATING INCOME REDUCTION PER REU / UNIT	\$0.00		\$0.00
CALCULATED RATE PER 1000 PER MONTH	\$20.91		\$7.79
ANNUAL EQUIVALENT REUS 25,845			
ANTICIPATED GALLONS INVOICED 80,396,000			
INVOICES PER YEAR 12			
TOTAL NUMBER OF CUSTOMERS / METERS 1,341			
ANTICIPATED EQUIVALENT GALLONS / UNITS 92,881			
GALLONS USED 4,000			
AMOUNT OF BILL \$20.91			
PERCENT INCREASE 3%			
EVERY MILLION GALLONS GENERATES REVENUE OF			\$7.79
ADDITIONAL REVENUE GENERATED	\$17,102		\$22,305
COMBINED ADDITIONAL REVENUE GENERATED			\$39,428
11.00 INCREASE GENERATE	\$25,645		\$30,396
NON METERS			\$3.33

TYPICAL BILL USING NEW RATES

St Ignace

METER SIZE - INCHES	GALLONS USED	VOLUME CHARGE	BASE RATE CHARGE	NEW BILL	OLD BILL	CHANGE IN BILL	PERCENT INCREASE
3/4" Resident	3,000	\$23.36	\$20.91	\$44.27	\$42.87	\$1.40	3%
3/4" Resident	4,000	\$31.15	\$20.91	\$52.06	\$50.41	\$1.65	3%
3/4" Resident	12,000	\$93.44	\$20.91	\$114.36	\$110.73	\$3.63	3%
3/4" Resident	15,000	\$116.80	\$20.91	\$137.72	\$133.35	\$4.37	3%
3/4" Resident	20,000	\$155.74	\$20.91	\$176.65	\$171.05	\$5.60	3%
1	50,000	\$389.35	\$73.19	\$462.53	\$447.87	\$14.66	3%
1 1/4	20,000	\$155.74	\$0.00	\$155.74	\$150.80	\$4.94	3%
1 1/2	150,000	\$1,168.05	\$219.60	\$1,387.65	\$1,343.65	\$44.00	3%
2	50,000	\$389.35	\$261.39	\$650.74	\$630.12	\$20.62	3%
3	100,000	\$778.70	\$334.59	\$1,113.29	\$1,078.00	\$35.29	3%
GALLONS INCLUDED MIN BILL				0	0		

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

CONFIRMATION OF INCOME - BASED ON CALCULATED RATES

St Ignace					
	St Ignace	Moran Township	St Ignace Township	Mackinaw Bridge	REVENUE
New Cost per Unit of Water Sold					NEW RATES
\$ PER 1,000 GAL.	\$7.79	\$8.78	\$8.45	\$7.88	
UNITS Sold	65,747	11,920	12,399	340	90,396
Income	\$511,970	\$104,642	\$104,662	\$2,610	\$723,884
PERCENT OF USAGE	73%	13%	14%	0%	
PERCENT REVENUE	71%	14%	14%	0%	
NON SALES INCOME APPLIED TO VARIABLE BUDGET					\$0
TOTAL ANTICIPATED REVENUE PER UNIT SALES					\$723,884
METER SIZE	NEW BASE RATE PER MONTH				
3/4' Resident	\$20.91	\$35.50	\$27.84	\$0.00	
NO. CUSTOMERS	875	8	174	0	
INVOICES PER YEAR	12	12	12	12	
ANNUAL INVOICES	10,500	96	2,088	0	
INCOME	\$219,573.02	\$3,408.33	\$88,131.97	\$0.00	\$281,113
1	\$73.19	\$124.25	\$97.44	\$0.00	
NO. CUSTOMERS	47	5	7	4	
INVOICES PER YEAR	12	12	12	12	
ANNUAL INVOICES	564	60	84	48	
INCOME	\$41,276.82	\$7,455.20	\$8,184.67	\$0.00	\$56,917
1 1/2	\$219.80	\$372.83	\$292.36	\$0.00	
NO. CUSTOMERS	22	5	0	1	
INVOICES PER YEAR	12	12	12	12	
ANNUAL INVOICES	264	60	0	12	
INCOME	\$57,974.09	\$22,369.80	\$0.00	\$0.00	\$80,344
2	\$261.39	\$443.78	\$348.01	\$0.00	
NO. CUSTOMERS	27	2	0	0	
INVOICES PER YEAR	12	12	12	12	
ANNUAL INVOICES	324	24	0	0	
INCOME	\$84,880.78	\$10,650.82	\$0.00	\$0.00	\$95,532
3	\$334.59	\$568.06	\$448.46	\$0.00	
NO. CUSTOMERS	4	0	2	0	
INVOICES PER YEAR	12	12	12	12	
ANNUAL INVOICES	48	0	24	0	
INCOME	\$16,060.20	\$0.00	\$10,690.94	\$0.00	\$26,751
Fixed Income					\$540,467
ANTICIPATED LOSS OF FIXED INCOME FROM REU REDUCTION					\$0
INCOME GENERATED BASE RATE					\$540,467
NON SALES INCOME APPLIED TO FIXED BUDGET					\$0
TOTAL ANTICIPATED REVENUE BASE RATE / RTS + NONE SALES INCOME					\$540,467
TOTAL COMBINED CUSTOMER INCOME = BASE RATE + VOLUME INCOME					\$1,264,350
TOTAL COMBINED CUSTOMER INCOME					\$1,264,350
Budget Goal					\$1,264,350
Difference					\$0

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

FIVE YEAR INCREASE		LOANS, RESERVE FUNDING & OTHER EXPENSES		LABOR & OPERATIONS COST PER UNIT		TOTAL RATE PER UNIT		Suggested annual increase in percent	
YEAR	RATE	% INCREASE	\$ INCREASE	LABOR & OPER. RATE	TOTAL RATE	NON OPERATING INCOME	PROJECTED INCOME CONSUMPTION	COMBINED INCOME	TOTAL COMBINED INCOME
2025	\$7.81	3.0%	\$0.224	\$8.045	\$21.16	\$0	\$735,086	\$1,281,609	\$1,281,609
2026	\$8.05	3.0%	\$0.241	\$8.286	\$21.39	\$0	\$746,624	\$1,299,364	\$1,299,364
2027	\$8.28	3.0%	\$0.249	\$8.535	\$21.64	\$0	\$758,508	\$1,317,694	\$1,317,694
2028	\$8.53	3.0%	\$0.256	\$8.791	\$21.90	\$0	\$770,749	\$1,336,552	\$1,336,552
2029	\$8.79	3.0%	\$0.264	\$9.055	\$22.16	\$0	\$783,357	\$1,355,977	\$1,355,977

BASE RATE COST		LOANS, RESERVE FUNDING & OTHER EXPENSES		LABOR & OPERATIONS COST PER UNIT		TOTAL RATE PER UNIT		Suggested annual increase in percent	
YEAR	RATE	% INCREASE	\$ INCREASE	LABOR & OPER. RATE	TOTAL RATE	NON OPERATING INCOME	PROJECTED INCOME CONSUMPTION	COMBINED INCOME	TOTAL COMBINED INCOME
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2028	\$8.53	3.0%	\$0.256	\$8.791	\$21.90	\$0	\$770,749	\$1,336,552	\$1,336,552
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BASE RATE COST		LOANS, RESERVE FUNDING & OTHER EXPENSES		LABOR & OPERATIONS COST PER UNIT		TOTAL RATE PER UNIT		Suggested annual increase in percent	
YEAR	RATE	% INCREASE	\$ INCREASE	LABOR & OPER. RATE	TOTAL RATE	NON OPERATING INCOME	PROJECTED INCOME CONSUMPTION	COMBINED INCOME	TOTAL COMBINED INCOME
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2029	\$8.79	3.0%	\$0.264	\$9.055	\$22.16	\$0	\$783,357	\$1,355,977	\$1,355,977

INCREASE RATES ANNUALLY

LOANS / BONDS / ARE NOT INCLUDED IN ANNUAL INCREASE. RESERVE FUNDING ALREADY HAS COST OF LIVING BUILT INTO REPLACEMENT SPREADSHEETS.

Customers are more likely to pay for rate increases if their rates are generally stable. Most systems know that the worst thing they can do is maintain a stable rate for many years, then increase it by 10 percent or more. A single, large increase can lead to "rate shock" and opposition to the increase. It is far better to increase rates by 2 percent per year for 5 years than 10 percent once every 5 years.



The City of St. Ignace

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

This report and any background material must be delivered to the City Manager's Office by 4:00 PM the Thursday prior to the second Council Meeting of the month.

Please provide a summary of your department's recent goals/objectives/operations, and note any issues that you would like to make the Council aware of.

AGENDA ITEM: Proposed Amendment to Council Rules and Procedures

It was voted at the last council meeting on February 5th, 2024 to remove virtual public comment.

Current Council Rules and Procedures reads as follows:

F. Public Comment / Public Hearings

At regular and special meetings of the Council, individuals, attending in-person *or virtually*, wishing to be heard may address the Council during the public comment/public hearing periods as set forth in the agenda under the following rules:

Proposed change: Remove 'virtually' from section

F. Public Comment / Public Hearing

At regular and special meetings of the Council, individuals, attending in-person, wishing to be heard may address the Council during the public comment/public hearing periods as set forth in the agenda under the following rules:



**CITY OF ST. IGNACE, MICHIGAN
CITY COUNCIL RULES OF PROCEDURE**

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I. AUTHORITY

These rules are adopted by resolution of the St. Ignace City Council under the authority of Section 6.7 of the City Charter. None of the rules stated herein may supersede the City Charter, City Code, or Laws of the State of Michigan. These rules replace any and all prior written and oral City policies, practices, or procedures about the subjects contained herein

II. MEETINGS

A. Organizational Meeting; Election of Mayor Pro-Tem.

1. At 8:00 p.m. on the first Monday following the regular municipal election, the Council shall meet at the usual place for holding meetings of the legislative body of the City, for the purpose of organization. (Charter Sec. 6.1)

2. The Council, at its first regular meeting following each municipal election, shall elect one of its members to serve as Mayor Pro-Tem for a term to coincide with the Mayor's two-year term of office. Such election shall be by majority vote of the members of the Council in office at the time. The Mayor Pro-Tem shall, during the absence or disability of the Mayor, act as and exercise all the duties and possess all the powers of the Mayor. (Charter Sec. 4.4, 4.5(e))

B. Regular Meetings

The Council shall provide by resolution for the time and place of its regular meetings and shall hold at least two regular meetings each month. (Charter Sec. 6.1)

C. Special Meetings

1. Special Meetings shall be called by the Clerk on the written request of the Mayor, any two members of the Council, or the City Manager, upon at least eighteen hours written notice to each member, served personally or left at their usual place of residence; provided, however, any special meeting at which all members of the Council are present shall be a legal meeting for all purposes without such written notice. (Charter Sec. 6.2) OMA Sec.5(4)

2. No official action shall be transacted at any special meeting unless the item has been stated in the notice of the meeting. However, any business which may lawfully come before a regular meeting may be transacted at a special meeting if all the members of the Council present consent thereto and all the members absent file their written consent. (Charter Sec. 6.3)

3. A public notice stating the date, time, and place of the meeting shall be posted at least 18 hours before the meeting at City Hall and on the City's website. (OMA Sec.5(4)).

D. Closed Meetings

Closed meetings may be scheduled in compliance with the Open Meetings Act. 15.268 Closed sessions; permissible purposes. Sec. 8. A public body may meet in a closed session only for the following purposes:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered after the rescission only in open sessions. Requires simple majority

vote (4).

2. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing. Requires simple majority vote (4).

3. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. Requires 2/3 majority vote (5).

4. To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation. Requires 2/3 majority vote (5).

5. To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. Requires 2/3 majority vote (5).

6. To consider material exempt from discussion or disclosure by state or federal statute. Requires 2/3 majority vote (5).

E. Recessed Meetings

Any meeting of the Council may be recessed to a later date and time, provided that no recess shall be for a longer period than until the next scheduled meeting. However, if recessed for more than thirty-six (36) hours, public notice shall first be posted at least eighteen (18) hours before recessed meeting time. OMA Sec. 5(5)

F. Work-Sessions

The Council may meet in study sessions at the call of the Mayor or majority of the Council to study difficult issues, gather and analyze information, and clarify problems. Such sessions shall be open to the public and no action shall be taken at such sessions. Notice of the session shall be given to the Council members and to the public at least eighteen (18) hours before the study session meeting time. OMA Sec. 5(4)

G. Special Committees

The Mayor may appoint a special committee of no more than three Councilors to study an issue or to work on a special project with City staff. Committee may include staff or other appointed City Board members if it is deemed appropriate by a majority of the Councilors. Special committees are advisory in nature and have no decision-making powers.

H. Emergency Meetings

The Council may meet in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public without complying with public notice requirements when two-thirds (2/3) of the members serving on the Council decide that delay would be detrimental to efforts to lessen or respond to the threat. In the absence of such two-thirds (2/3) vote by the City Council, the Council members and the public shall be given notice at least eighteen (18) hours before the emergency meeting time. OMA Sec. 5(5)

I. Place of Meetings

All regular and special meetings will be held in the Council Chambers in the City Hall or as may be provided by ordinance or resolution of the Council. If a larger room is needed, a notice of the

change shall be posted on the doors of City Hall with the location of the new meeting place. The ability to virtually attend meetings is not guaranteed. Meetings that have a virtual attendance option will note as such in the notice of the meeting. Technical difficulties may interfere with virtual attendance.

J. Time of Meeting

1. All regular meetings, other than the reorganizational meeting, shall begin at 7:00 p.m. unless the Council, by ordinance or resolution, shall establish a different starting time.

2. All other meetings may be scheduled for other times.

3. Time to End Meetings - No agenda item of an open meeting other than one under consideration will be discussed after 10:00 p.m. Any unfinished business will be deferred to the next Council Agenda. The Council shall have the authority to suspend this requirement by majority vote only.

K. Public Notice of Meetings

1. Regular Meetings - A public notice shall be posted at the City Hall within ten days after the first meeting of the council in each calendar year stating the dates, times and places of its regular meetings. If there is a change in the schedule of regular meetings, a public notice shall be posted at the City Hall within three days after the meeting at which the change is made stating the new dates, times, and places of its regular meetings. OMA Sec. 5(2)(3)

2. Rescheduled Regular Meetings - A public notice stating the date, time, and place of the meeting shall be posted at the City Hall at least eighteen hours before the meeting. OMA Sec. 5(4).

3. Special Meetings - A public notice stating the date, time, place, and purpose of the meeting shall be posted at City Hall at least eighteen hours before the meeting. OMA Sec.5(4)

III. MEETING PROCEDURE

A. Quorum

A majority of the members of the Council in office at the time shall be a quorum for the transaction of business at all meetings of the Council. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date, and in the absence of all members the Clerk may adjourn any meeting for not longer than one (1) week. (Charter Section 6.5)

B. Presiding Officer

The Mayor shall preside at all meetings of the Council. In the absence of the Mayor, the Mayor Pro-Tem shall preside. In the absence of both the Mayor and Mayor Pro-Tem, the designated Acting Mayor shall perform such duties. (Charter Section 4.5(e)).

The presiding officer shall be responsible for enforcing these rules of procedure and conducting meetings in a manner which preserves order and decorum, prevents attacks on personalities or the impugning of members' motives, and confine debate or comments to the question under discussion. The presiding official shall endeavor to conduct the meeting in a fashion that draws a balance between the informality and congeniality possible in a small community while also maintaining the decorum and formality necessary to transact business in an orderly fashion.

C. Compulsory Attendance & Conduct at Meetings

Any two or more members of the Council may compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance.

The presiding officer shall enforce orderly conduct at meetings and any member of the Council or other officer who shall fail to conduct himself in an orderly manner at any meeting shall be deemed guilty of misconduct in office. Any police officer designated by the presiding officer of the meeting shall serve as the Sergeant-at-arms of the Council in the enforcement of the provisions of this section. (Charter Section 6.6)

D. Agenda Preparation

An agenda for each regular meeting shall be prepared by the City Manager in consultation with the Mayor in accordance with the following order of business: Call to Order, Pledge of Allegiance, Invocation, Roll Call, Public Hearings, Additions to the Agenda, Public Comment, Consideration of Minutes, Old Business, New Business, Consideration of Bills, Public Comment, City Manager's Report, Committee Reports, Council Member Comments, Closed Sessions, Adjournment.

The order of business may be changed at a meeting by the presiding officer or by a majority vote of the Council. A consent agenda may be used to allow the Council to act on numerous administrative or noncontroversial items at one time. Included on this agenda can be noncontroversial matters such as approval of minutes, payment of bills, approval of recognition resolutions, etc. Upon request by any member of the council, an item shall be removed from the consent agenda and placed on the regular agenda for discussion.

E. Agenda Distribution

Agenda and Council packets will be delivered to each Councilor on the Friday prior to each regular Council meeting. Deadline for Public: Requests for agenda items with supporting documentation is 4:00 pm seven (7) business days prior to each regular Council meeting. The Mayor and City Manager will authorize placement of the request. Deadline for staff: An agenda item with supporting documentation is 4:00 pm Thursday prior to each regular Council meeting.

F. Public Comment / Public Hearings

the words "or virtually" to be removed

At regular and special meetings of the Council, individuals, attending in-person or virtually, wishing to be heard may address the Council during the public comment/public hearing periods as set forth in the agenda under the following rules:

1. Each speaker will be asked to state his/her name and address for the record.
2. Each speaker is limited to three (3) minutes of comment unless the presiding officer decides more time is necessary. One opportunity for public input will be offered before any items of business are considered by Council, and another opportunity will be offered after items of business have been considered by the Council. This section does not apply to public hearings held by the Council.
3. Each speaker shall try to be concise and refrain from repeating comments already addressed by the Council.
4. Speakers who do not cease speaking when asked to do so will be deemed out of order and will not be allowed to address the Council again for the remainder of the meeting; continued

disruption will warrant removal from the meeting.

5. The Council shall not decide issues that arise during public comment.

6. Speakers should address the Council through the presiding officer.

7. Councilors and staff will not debate with the public.

8. Speakers will not verbally attack City Councilors, City staff, or members of the public attending the meeting. Any such behavior will not be tolerated and any person presenting in this manner will be warned by the Mayor and shall be removed by the Police Department for noncompliance.

9. No vulgar or obscene language will be used by the speakers.

10. Any information the speaker wants to distribute to the Council must first ask the Chair (Mayor) if they may present the Council written comments at the meeting.

11. If a speaker includes specific questions to the Council in their Public Comments, the Council has no obligation to respond.

12. Members of the public are encouraged to contact City Departments during regular business hours to ask questions, raise concerns, and request information about City matters.

13. Members of the public have no right to address the Council or make comments outside of the Public Comment. At any time, the Council, in its discretion, may accept comments from the public. However, outside of the Public Comment time, the Council is under no obligation to hear comments from the public during a meeting.

IV. VOTING

A. Duty to Vote: Council members present at a meeting shall vote on every matter before the body unless otherwise excused or prohibited from voting by law. (Charter Section 6.7(c)).

1. A member is excused from voting where the member has a conflict of interest as determined under the conflict-of-interest provision of these rules.

2. A member may abstain from a vote for approval of minutes if the member did not attend the meeting for which the minutes apply.

3. A member, in order to vote, must be present at the time the vote is taken. Voting by proxy or other forms of communication is not permitted.

4. Any member refusing to vote, except when not so required by this section, shall be guilty of misconduct in office.

B. Vote Required for Action: The concurring vote of four members of the Council is required to make any order, recommendation, decision, or determination upon any matter, except as otherwise provided in these Rules or Ordinance or City Code or State law.

1. A simple majority of a quorum is required for procedural motions or resolutions, such as: (a) Motion to approve or amend the minutes (b) Motion to defer (c) Motion to postpone (d) Motion to recess (e) Motion to adjourn (f) Motion to recognize achievement or contribution (g) Motion to add matters to the agenda (h) Motion to approve consent agenda (i) Motion to set Public Hearings.

C. Calling for the Vote

1. Voting on procedural motions or resolutions described in B above may be a voice vote.

2. In all matters other than procedural, the presiding officer shall call for a voice vote for and against the matter. If on a voice vote no member states opposition to the motion, it shall be deemed to have passed unanimously and shall be so recorded. In the event any member votes in opposition to the motion, a roll call shall be conducted and recorded.

3. In all roll call votes the names of the members of the Council shall be called in alphabetical order and the name to be called first will be advanced one position alphabetically in each successive roll call vote. (Charter Section 6.7(d)).

D. Debate/Discussion

Debate/Discussion is to occur after a motion has been made on an agenda item. The presiding officer will call for comments on the motion. No Councilor is entitled to speak a second time while any other member wishes to make the first speech.

V. CONFLICT OF INTEREST

A. Disclosure

Before participating in a decision or hearing or casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the Council. The Council will determine by a vote if a conflict of interest does exist.

B. Definition

A conflict of interest for a member of the Council shall include, but not necessarily be limited to, a matter pending before the Council which:

1. Concerns the member himself or herself.
2. Concerns work on land owned by the member or which is adjacent to land owned by the member.
3. Involves a corporation, company, partnership or other entity in which the member is a part owner or any other relationship where the member may stand to have a financial gain or loss.
4. Results in a pecuniary benefit to the member.
5. Concerns the member's spouse, children, stepchildren, grandchildren, parents, brothers, sisters, grandparents, parent's in-law, or members of the member's household.
6. The member's employee or employer is an applicant, or agent for the applicant; or has a direct interest in the outcome.
7. The member has a close business or family relationship with an applicant, the applicant's attorney or another representative, or any expert witness.
8. A conflict of interest shall not include an interest the member may have in common with the general public interest.

9. If such a conflict of interest is identified, the member shall disqualify himself or herself at the outset of the hearing or discussion and shall not participate in the discussion or decision.

10. If there is a question whether a conflict of interest exists or not, the question shall be determined by a majority vote of the remaining members of the Council.

VI. GENERAL RULES

A. Attendance at Meetings

1. Council members shall use their best efforts to attend all meetings of the Council. Pursuant to the City Charter provisions, the absence of a member from three consecutive regular meetings or ¼ of meetings in any fiscal year shall operate to vacate the seat of the member, unless the absence is excused by the Council. (Charter Section 5.3(c)).

2. The City Manager shall attend all meetings of the Council and shall be entitled to attend meetings of all of its committees and to take part in all discussions but shall have no vote. (Charter Section 4.7(e)).

3. The City Clerk shall attend all meetings of the Council and keep a permanent journal of its proceedings. (Charter Sec. 4.12(a))

B. Filling Council Vacancy

Vacancies in the offices of Mayor and Councilmembers shall, within thirty days, be filled for the unexpired term of the officer whose office has become vacant, by appointment by a majority vote of the members of the Council then in office. (Charter Section 5.7(a)).

If any vacancy in the office of Mayor or Councilmembers is not so filled within the said thirty days after such vacancy occurs, or if four or five simultaneous vacancies in the offices of Mayor and Councilmembers, such vacancies shall be filled by appointment of council or until the next election. (Charter Section 5.7(b)).

C. Record of Meetings

1. Recording Responsibilities: The City Clerk shall keep a journal of the Council proceedings, in English, which shall be published within ten (10) days following each meeting. The journal shall be signed by the City Clerk and approved in writing by the Mayor. (Charter Sec. 6.7(e))

2. Contents of Minutes: The minutes of each meeting shall show the date, time, place, members present, members absent, any decisions made at a meeting open to the public, and the purpose or purposes for which a closed session is held. The minutes shall include a record of all votes taken at the meeting. Corrections in the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after correction. The corrected minutes shall show both the original entry and the correction. OMA Sec. 9

3. Public Inspection: Minutes shall be public records open to public inspection and shall be available at the address designated on posted public notices. Copies of the minutes shall be available to the public at the reasonably estimated cost for printing and copying. Proposed minutes shall be available for public inspection not more than ten (10) business days after the meeting to which the minutes refer. Approved minutes shall be available for public inspection not

later than five (5) business days after the meeting at which the minutes are approved by the public body; except those minutes of a closed session are not available to the public unless disclosure is required by a civil action, as provided in the Open Meetings Act. OMA Sec. 7(2), 9.

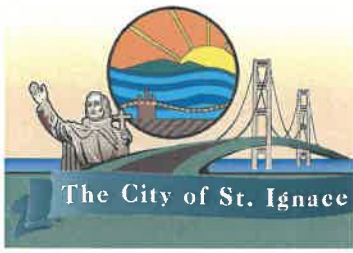
D. Suspension of Rules

Any provision of these rules not governed by City Charter, City Code, or State law may be temporarily suspended by a concurring vote of three members of the Council. Such suspension must be for good cause and for a specified portion of a meeting.

E. Amendment of Rules

The Council may amend these Rules of Procedure by a concurring vote of three members during any regular meeting or special meeting, provided that all members have received an advance copy of the proposed amendments at least ten (10) hours prior to the meeting at which such amendments are to be considered.

Adopted: May 1, 2023



City of St. Ignace, MI

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

This report and any background material must be delivered to the City Manager's Office by 4:00 PM the Thursday prior to the second Council Meeting of the month.

Dock 3: Dumpster Storage Area

Please provide a summary of your department's recent goals/objectives/operations, and note any issues that you would like to make the Council aware of.

Dock 3: Dumpster Storage Area

Dock 3 Committee met on Friday, March 15th @ 1:30 pm. The attached lease is being presented to council by the recommendation of our Dock 3 Committee.

USE AGREEMENT DOCK 3 STORAGE AREA

This Use Agreement (“Agreement”) is made and effective _____, 2024, between the **City of St. Ignace** (“City”) a municipal corporation, 396 North State Street, St. Ignace, MI 49781, and **Mackinac Island Carriage Tours DBA Mackinac Island Service Company**, (“User”), a Michigan corporation, P.O. Box 400, Mackinac Island, MI 49757.

The parties agree to the following terms and conditions:

The City owns property known as the Dock 3 Storage Area, which is a part of Dock 3 surrounded by fencing and located on the water side of the Dock behind the City garage. Users wish to use a portion of the dock storage area to facilitate the prompt removal of waste from the City of Mackinac Island. **Depicted on the sketch attached (Dock 3 Storage Area)**

The purpose of this Agreement is to facilitate the removal of waste from the City of Mackinac Island and the prompt removal of such waste from Dock 3 by User’s waste hauling service provider, currently GFL, (“Service Provider”).

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

1. TERM.

The term of this agreement shall be **(3 Years)**, commencing January 1, 2024 and ending **December 31st, 2026**. Upon expiration of the Agreement, User shall have the right of first refusal for any extension or the establishment of a new Use Agreement of this portion of Dock 3.

2. RENTAL.

User shall pay an annual fee of **\$15,000**, paid to the City on or before **January 31st of each year**. Failure to pay the fee on time will be considered a default of the Agreement and may be the basis for a termination of the Agreement.

3. USE.

It is understood by and between the parties that this portion of Dock 3, described in the sketch as **“Dock 3 Storage Area”** will be used only for the transfer of waste from the City of Mackinac Island. It is essential to the city that this area be kept clean and sanitary. Therefore, the following conditions are agreed upon by the parties:

- A. All dumpsters arriving from Mackinac Island shall promptly be removed from the freight boat landing area and moved to the Dock 3 storage area.
- B. User shall **use its best efforts to ensure** that Service Provider has trucks available to promptly remove all dumpsters containing waste from the Dock 3 storage area. Said removal process is expected to take no longer than **3 hours** from arrival time and Dock 3.
- C. All dumpsters containing waste shall be tarped or **covered with mulch** at all times.
- D. **To the best of its ability, User shall deodorize all dumpsters to reduce odor.**

- E. Empty dumpsters and related waste hauling equipment shall be stored within the Dock 3 storage area only.
- F. No more than ten (10) dumpsters may be stored at the location at any one time.
- G. The User and/or Service provider shall be allowed to store up to three trucks within the Dock 3 storage area.
- H. The gate to the Dock 3 storage area shall be closed and locked at the end of each business day and during the weekends.
- I. It is understood between the parties that seasonal demands may require a reasonable adjustment to the timeframe imposed in Section B.
- J. *No full dumpsters will be left on dock 3 overnight or over the weekend.*

4. VIOLATIONS AND FINES.

Violations of the conditions set forth in Section 3 will be considered a default of the Agreement and may result in a fine to be paid by User.

- A. In the event User or its agents violate the conditions listed above, City shall provide User with a Warning of Violation via telephone call or in person, affording User an opportunity to cure said violation.
- B. A failure to cure said violation within a the time frame afforded shall result in a Written Notice of Violation served upon User via U.S. Mail. Said notice shall include the date and time of said violation.
- C. A Written Notice of Violation shall result in a \$50.00 fine to the User if the violation is not timely cured. Said fine shall be paid within 10 days of receipt of the Written Notice of Violation.
- D. Warning of Violation and Written Notice of Violation shall be made to Brad Chambers, CEO, Mackinac Island Carriage Tours DBA Mackinac Island Service Company, P.O. Box 400 Mackinac Island MI, 49757, telephone 906-847-3307. In the event the contact person should change for User, User shall promptly notify City of the change.
- E. Repeated violations of these conditions will be considered a default in the terms of the agreement and will allow the City to terminate the agreement as a summary proceeding consistent with applicable Michigan Law.

5. PROPERTY TAXES.

Pursuant to MCL 211.182, Lessee is responsible for property taxes. Taxes will be assessed on that portion of Dock 3 described as the Dock 3 Storage Area only and will be paid in addition to the aforementioned rental amount. Failure to pay taxes as assessed shall be an additional default term which would allow the City to terminate the agreement as provided in Section 7.

6. INSURANCE.

- A. If the Premises is damaged by fire or other casualty resulting from any act or negligence of User or any of User’s agents, employees or invitees, the fee shall not be diminished or abated while such damages are under repair. User shall be responsible for the costs of repair to the dock 3 storage area not covered by insurance should damage be caused by User or its agents.

B. City shall maintain fire and extended coverage insurance on the Dock itself in such amounts as City shall deem appropriate. User shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the dock 3 storage area.

C. User shall, at its own expense, maintain a policy or policies of comprehensive general liability insurance with respect to its activities at the dock 3 storage area, in an amount to be agreed upon by the parties. City shall be listed as an additional insured on User's policy or policies of comprehensive general liability insurance, and User shall provide City with current Certificates of Insurance evidencing User's compliance with this paragraph. Failure to provide the required insurance shall also be considered a default in the terms of the Agreement.

7. DEFAULT.

If default shall at any time be made by User in the payment of rent when due, and if said default shall continue for fifteen (15) days after written notice thereof shall have been given to User by City, or if default shall be made in any of the other covenants or conditions to be kept, observed and performed by User, and such default shall continue for thirty (30) days after notice thereof in writing to User by City without correction thereof then having been commenced and thereafter diligently prosecuted, City may declare the term of this Agreement ended and terminated by given User written notice of such intention, and if possession of the Premises is not surrendered, City may re-enter said premises. City shall have, in addition to the remedy above provided, any other right or remedy available either in law or equity. City shall use reasonable efforts to mitigate its damages.

8. CONDITION OF DEED

This Agreement is subject to the terms and conditions of a Deed recorded in Liber 179, Page 166, Mackinac County Register of Deeds, wherein the City acquired the premises.

9. NOTICE.

Any notice required or permitted under this Agreement shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to the User: **Brad Chambers, CEO, Mackinac Island Carriage Tours DBA Mackinac Island Service Company, P.O. Box 400, Mackinac Island, MI 49757.**

If to City to: **City Manager, 396 North State Street, St. Ignace, MI 49781.**

City and User shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

10. WAIVER.

No waiver of any default of City or User hereunder shall be implied from any omission to take any action on account of such default, if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by City or User shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

11. COMPLIANCE WITH LAW.

User shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to User's use of the Premises. City shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Premises.

23. FINAL AGREEMENT.

This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

24. GOVERNING LAW.

This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Michigan.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

CITY OF ST IGNACE:

By:
Its:

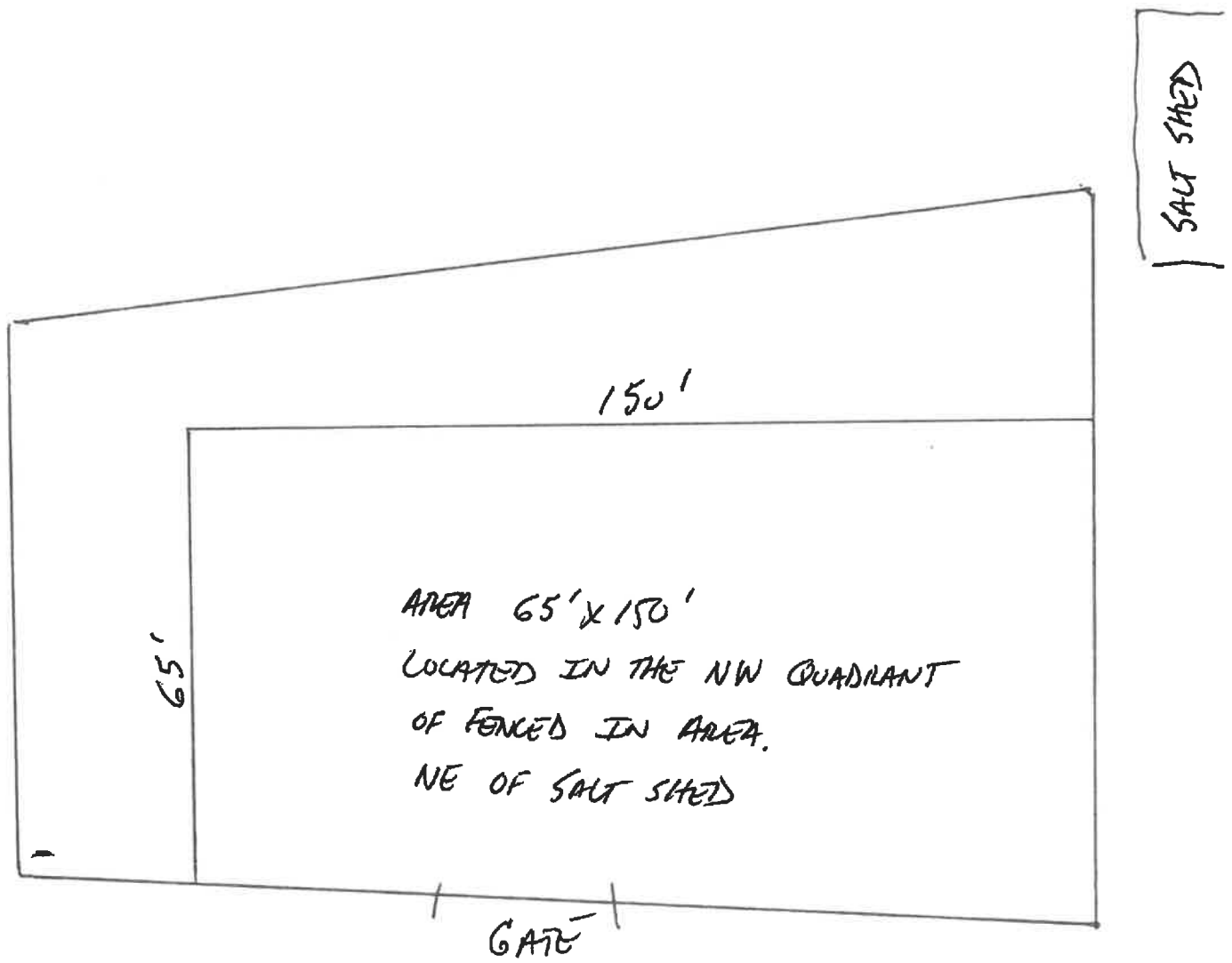
Date: _____

USER:

Mackinac Island Service Company
By:
Its:

Date: _____

DOCK # 3 STORAGE AREA



CAKE HORN

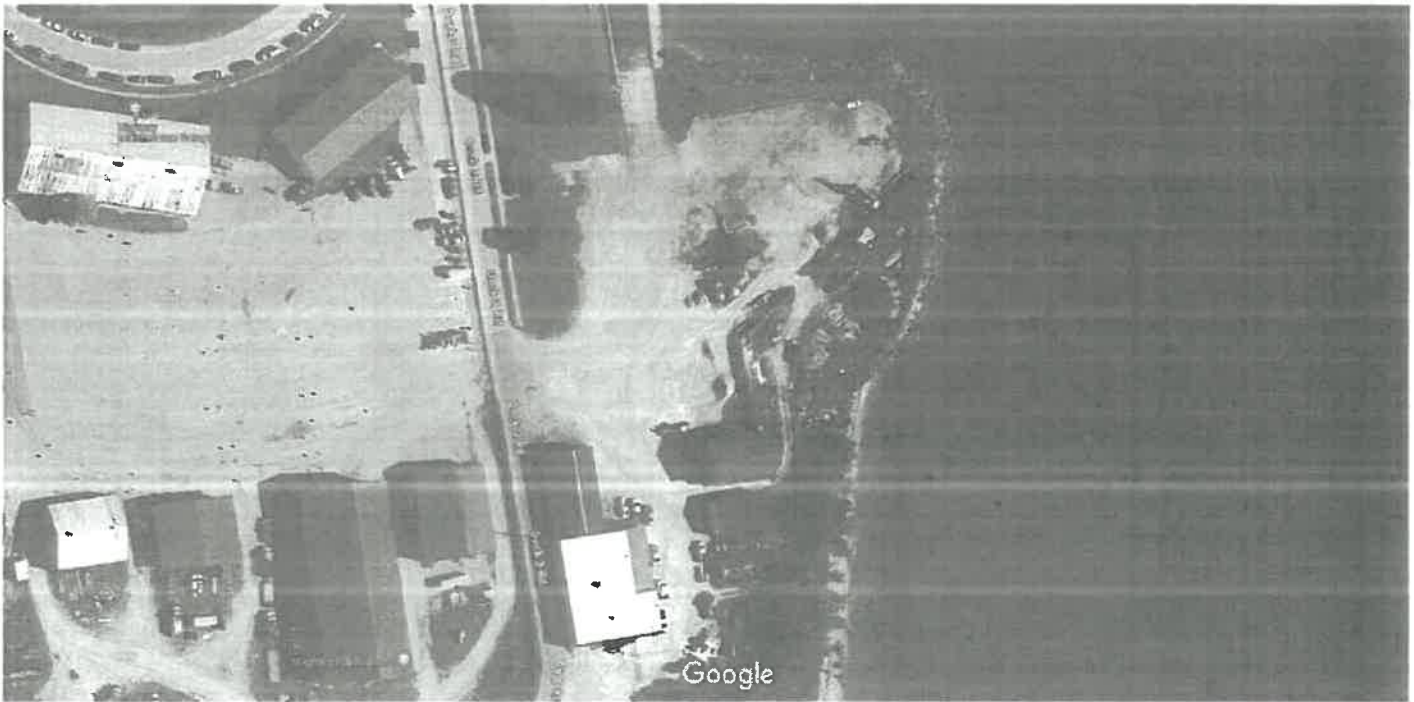
SALT SHED



1/26/24, 7:04 AM

Google Maps

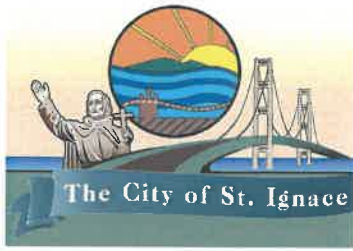
Go gle Maps Dock # Storage Area



Imagery ©2024 Maxar Technologies, USDA/FPAC/GEO, Map data ©2024 50 ft

<https://www.google.com/maps/@45.8527564,-84.7018314,196m/data=!3m1!1e3?entry=ttu>

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City of St. Ignace, MI

396 N State Street
St. Ignace, MI. 49781
cityofstignace.com

Staff Report

Agenda Date: 3/18/24

Presenter: City Manager Marshall

Department: Budget-Finance

City Manager:

This form and any background material must be approved by the City Manager then delivered to the City Manager's Office by 4:00 PM the Thursday prior to the Council Meeting.

AGENDA ITEM TITLE: Financials February 2024

BACKGROUND: The City Manager reviews the prior months financials at the second Regular Council meeting each month. A summary report of each fund is provided, in addition to a more detailed report for the Sewer Fund 590.

FISCAL EFFECT: n/a

SUPPORTING DOCUMENTATION: The Finance Report for February 2024, as well as the Revenue-Expense Report for the Sewer Fund 590.

RECOMMENDATION: Previously Council agreed that the financial summary report would be provided for each fund, as it has been in the past, but in addition, the City Manager will select a specific fund to review in more detail. For this review, the Sewer Fund 590 was selected and a detailed Revenue-Expense report has been provided. Also, the relation between the revenues listed in the summary report and the revenues listed in the Revenue-Expense report are identified by the letter listed to the left of the description in each report.

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDET USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	1,438,500.00	13,853.11	24,156.24	1,414,343.76	1.68
CHG SERV	CHARGE FOR SERVICES	30,750.00	27.50	(6,141.14)	36,891.14	(19.97)
LIC/PERM	LICENSES AND PERMLTS	1,250.00	0.00	0.00	1,250.00	0.00
CONT	CONT FM LOCAL UNITS	27,500.00	0.00	0.00	27,500.00	0.00
O/REV	OTHER REVENUE	134,400.00	1,483.41	8,233.09	126,166.91	6.13
FIN/FOR	FINES AND FORFEITURES	200.00	0.00	0.00	200.00	0.00
INT	INTEREST AND RENTALS	34,600.00	2,804.32	7,064.38	27,535.62	20.42
TRANS	TRANSFERS-INTERNAL ACTIV	136,370.00	0.00	0.00	136,370.00	0.00
UNCLASSIFIED	Unclassified	376,650.00	45,735.00	46,919.00	329,731.00	12.46
TOTAL REVENUES		2,180,220.00	63,903.34	80,231.57	2,099,988.43	3.68
Expenditures						
101	CITY COUNCIL	24,935.00	2,522.95	3,330.56	21,604.44	13.36
172	CITY MANAGER	193,745.00	20,234.86	30,596.83	163,148.17	15.79
191	ACCOUNTING DEPT	32,000.00	0.00	0.00	32,000.00	0.00
201	ADMINISTRATION	12,675.00	139.23	139.23	12,535.77	1.10
215	CLERK	223,100.00	22,138.05	35,598.37	189,501.63	15.81
234	CENTRAL SUPPLIES	3,500.00	734.62	734.62	2,765.38	20.99
247	BOARD OF REVIEW	1,650.00	402.00	990.00	660.00	60.00
257	ASSESSOR	39,200.00	6,060.51	10,064.51	29,135.49	25.67
262	ELECTIONS	11,900.00	791.37	1,406.37	10,493.63	11.82
265	BLDG & GROUNDS	46,800.00	3,302.62	5,159.29	41,640.71	11.02
266	ATTORNEY	40,300.00	2,499.36	2,499.36	37,800.64	6.20
301	POLICE	534,800.00	34,062.74	56,804.74	477,995.26	10.62
335	SAFETY & HEALTH	500.00	0.00	0.00	500.00	0.00
336	FIRE DEPARTMENT	128,950.00	14,750.43	23,415.83	105,534.17	18.16
441	PUBLIC WORKS	127,875.00	10,253.38	23,148.15	104,726.85	18.10
444	SIDEWALKS	150.00	0.00	13.01	136.99	8.67
448	STREET LIGHTING	40,000.00	3,685.25	7,453.95	32,546.05	18.63
701	PLANNING	1,500.00	0.00	60.00	1,440.00	4.00
703	ZONING BD OF APPEALS	500.00	0.00	0.00	500.00	0.00
704	COMMUNITY DEVELOPMENT	88,000.00	2,077.34	3,601.34	84,398.66	4.09
770	PARK MAINT	85,150.00	1,058.24	2,250.09	82,899.91	2.64
773	BOAT LAUNCH	8,830.00	182.21	266.89	8,563.11	3.02
953	FRINGE BENEFITS	60,650.00	7,780.30	12,574.20	48,075.80	20.73
954	INSURANCE & BONDS	16,300.00	0.00	7,543.90	8,756.10	46.28
965	TRANS TO OTHER FUNDS	518,027.00	0.00	0.00	518,027.00	0.00
TOTAL EXPENDITURES		2,243,037.00	132,675.46	227,651.24	2,015,385.76	10.15
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		2,180,220.00	63,903.34	80,231.57	2,099,988.43	3.68
TOTAL EXPENDITURES		2,243,037.00	132,675.46	227,651.24	2,015,385.76	10.15
NET OF REVENUES & EXPENDITURES		(62,817.00)	(68,772.12)	(147,419.67)	84,602.67	234.68

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT USED
Fund 202 - MAJOR STREETS						
Revenues						
	TAXES	77,164.00	451.29	761.95	76,402.05	0.99
	CONT FM LOCAL UNITS	6,500.00	0.00	0.00	6,500.00	0.00
	O/REV	69,400.00	15,640.77	21,746.41	47,653.59	31.33
	INT	2,000.00	0.00	992.97	1,007.03	49.63
	ST REV	266,000.00	31,877.95	54,963.62	211,036.38	20.66
	UNCLASSIFIED	4,800.00	417.62	835.25	3,964.75	17.40
TOTAL REVENUES		425,864.00	48,387.63	79,300.20	346,563.80	18.62
Expenditures						
	SIDEWALKS	845.00	0.00	0.00	845.00	0.00
	ROAD CONSTRUCTION	289,165.00	0.00	0.00	289,165.00	0.00
	ROUTINE MAINT	48,930.00	4,704.16	6,998.86	41,931.14	14.30
	TRAFFIC CONTROL	4,265.00	338.50	338.50	3,926.50	7.94
	SNOW & ICE CONTROL	91,280.00	21,787.93	38,436.70	52,843.30	42.11
	ADM & RECORDS	11,275.00	1,149.85	1,378.68	9,896.32	12.23
	SWEEPING & FLUSHING TRUNKLINE	13,190.00	0.00	0.00	13,190.00	0.00
	DRAINAGE & BACKSLOPES TRUNKLIN	935.00	707.30	707.30	227.70	75.65
	WINTER MAINT TRUNKLINE	60,960.00	6,106.87	16,077.75	44,882.25	26.37
	TRANS TO OTHER FUNDS	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES		530,845.00	34,794.61	63,937.79	466,907.21	12.04
Fund 202 - MAJOR STREETS:						
	TOTAL REVENUES	425,864.00	48,387.63	79,300.20	346,563.80	18.62
	TOTAL EXPENDITURES	530,845.00	34,794.61	63,937.79	466,907.21	12.04
	NET OF REVENUES & EXPENDITURES	(104,981.00)	13,593.02	15,362.41	(120,343.41)	14.63

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GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR		YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDC USED
			MONTH 02/29/2024				
Fund 203 - LOCAL STREET							
Revenues							
	TAXES						
	CONT FM LOCAL UNITS	77,164.00	451.28		761.93	76,402.07	0.99
	O/REV	6,500.00	0.00		0.00	6,500.00	0.00
	INT	5,000.00	0.00		0.00	5,000.00	0.00
	INTEREST AND RENTALS	500.00	0.00		395.08	104.92	79.02
	STATE REVENUE	116,000.00	13,302.45		22,935.66	93,064.34	19.77
	UNCLASSIFIED	16,200.00	174.27		348.54	15,851.46	2.15
	TOTAL REVENUES	221,364.00	13,928.00		24,441.21	196,922.79	11.04
Expenditures							
	SIDEWALKS	100.00	0.00		0.00	100.00	0.00
	ROAD CONSTRUCTION	100,500.00	0.00		0.00	100,500.00	0.00
	ROUTINE MAINT	106,000.00	6,067.81		8,106.44	97,893.56	7.65
	TRAFFIC CONTROL	4,640.00	308.17		308.17	4,331.83	6.64
	SNOW & ICE CONTROL	52,350.00	20,123.66		27,268.07	25,081.93	52.09
	ADM & RECORDS	6,774.00	1,276.31		1,570.52	5,203.48	23.18
	TRANS TO OTHER FUNDS	6,000.00	0.00		0.00	6,000.00	0.00
	TOTAL EXPENDITURES	276,364.00	27,775.95		37,253.20	239,110.80	13.48
Fund 203 - LOCAL STREET:							
	TOTAL REVENUES	221,364.00	13,928.00		24,441.21	196,922.79	11.04
	TOTAL EXPENDITURES	276,364.00	27,775.95		37,253.20	239,110.80	13.48
	NET OF REVENUES & EXPENDITURES	(55,000.00)	(13,847.95)		(12,811.99)	(42,188.01)	23.29

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT USED
Fund 209 - CEMETERY FUND						
Revenues						
INT	INTEREST AND RENTALS	625.00	0.00	0.00	625.00	0.00
UNCLASSIFIED	Unclassified	14,500.00	0.00	0.00	14,500.00	0.00
TOTAL REVENUES		15,125.00	0.00	0.00	15,125.00	0.00
Expenditures						
567	CEMETERY	15,125.00	0.00	0.00	15,125.00	0.00
TOTAL EXPENDITURES		15,125.00	0.00	0.00	15,125.00	0.00
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		15,125.00	0.00	0.00	15,125.00	0.00
TOTAL EXPENDITURES		15,125.00	0.00	0.00	15,125.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE 02/29/2024	% BDC	
		2024 AMENDED BUDGET	MONTH 02/29/2024		AVAILABLE BALANCE	USED
Fund 249 - BUILDING INSPECTOR						
Revenues						
CHG SERV	CHARGE FOR SERVICES	100.00	0.00	0.00	100.00	0.00
LIC/PERM	LICENSES AND PERMITS	7,500.00	350.00	650.00	6,850.00	8.67
UNCLASSIFIED	Unclassified	15,700.00	6,250.00	6,250.00	9,450.00	39.81
TOTAL REVENUES		23,300.00	6,600.00	6,900.00	16,400.00	29.61
Expenditures						
371	BLDG. INSPECTOR	3,805.00	373.13	470.08	3,334.92	12.35
702	ZONING	17,495.00	283.88	440.81	17,054.19	2.52
965	TRANS TO OTHER FUNDS	2,000.00	0.00	0.00	2,000.00	0.00
TOTAL EXPENDITURES		23,300.00	657.01	910.89	22,389.11	3.91
Fund 249 - BUILDING INSPECTOR:						
TOTAL REVENUES		23,300.00	6,600.00	6,900.00	16,400.00	29.61
TOTAL EXPENDITURES		23,300.00	657.01	910.89	22,389.11	3.91
NET OF REVENUES & EXPENDITURES		0.00	5,942.99	5,989.11	(5,989.11)	100.00

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDCR & BDCR USED
Fund 273 - DOCK NO. 3	IMPROVEMENTS					
Revenues						
INT	INTEREST AND RENTALS	32,077.00	0.00	0.00	32,077.00	0.00
TOTAL REVENUES		32,077.00	0.00	0.00	32,077.00	0.00
Expenditures						
598	DOCK #3 IMPROVEMENTS	9,725.00	0.00	21.76	9,703.24	0.22
TOTAL EXPENDITURES		9,725.00	0.00	21.76	9,703.24	0.22
Fund 273 - DOCK NO. 3	IMPROVEMENTS:					
TOTAL REVENUES		32,077.00	0.00	0.00	32,077.00	0.00
TOTAL EXPENDITURES		9,725.00	0.00	21.76	9,703.24	0.22
NET OF REVENUES & EXPENDITURES		22,352.00	0.00	(21.76)	22,373.76	0.10

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT USED
Fund 499 - BOARDWALK PROGRAM						
443	Expenditures BOARDWALK	0.00	2,166.94	2,166.94	(2,166.94)	100.00
TOTAL EXPENDITURES		0.00	2,166.94	2,166.94	(2,166.94)	100.00
Fund 499 - BOARDWALK PROGRAM:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	2,166.94	2,166.94	(2,166.94)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(2,166.94)	(2,166.94)	2,166.94	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. IGNACE

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE	AVAILABLE BALANCE	\$ BDC USED
		2024	MONTH 02/29/2024			
Fund 509 - COMMUNITY CENTER OPERATIONS						
Revenues						
TAXES	TAXES	102,885.00	623.26	1,052.26	101,832.74	1.02
CHG SERV	CHARGE FOR SERVICES	38,000.00	3,867.50	4,487.50	33,512.50	11.81
CONT	CONT FM LOCAL UNITS	40,000.00	0.00	0.00	40,000.00	0.00
O/REV	OTHER REVENUE	4,000.00	305.00	460.00	3,540.00	11.50
INT	INTEREST AND RENTALS	240.00	0.00	113.47	126.53	47.28
UNCLASSIFIED	Unclassified	195,700.00	10,983.43	20,636.18	175,063.82	10.54
TOTAL REVENUES		380,825.00	15,779.19	26,749.41	354,075.59	7.02
Expenditures						
752	ADMINISTRATION	133,433.00	10,823.89	21,098.20	112,334.80	15.81
753	RECREATION	29,525.00	704.14	833.39	28,691.61	2.82
761	ARENA	103,950.00	18,377.73	26,249.67	77,700.33	25.25
762	LBE OPERATIONS	67,675.00	15,614.06	19,147.14	48,527.86	28.29
763	FITNESS CENTER	36,075.00	3,887.60	6,477.36	29,597.64	17.96
905	DEBT SERVICE	6,075.00	0.00	0.00	6,075.00	0.00
965	TRANS TO OTHER FUNDS	4,092.00	0.00	0.00	4,092.00	0.00
TOTAL EXPENDITURES		380,825.00	49,407.42	73,805.76	307,019.24	19.38
Fund 509 - COMMUNITY CENTER OPERATIONS:						
TOTAL REVENUES		380,825.00	15,779.19	26,749.41	354,075.59	7.02
TOTAL EXPENDITURES		380,825.00	49,407.42	73,805.76	307,019.24	19.38
NET OF REVENUES & EXPENDITURES		0.00	(33,628.23)	(47,056.35)	47,056.35	100.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT USED
Fund 584 - GOLF COURSE FUND						
Revenues						
CHG SERV	CHARGE FOR SERVICES	6,000.00	0.00	0.00	6,000.00	0.00
O/REV	OTHER REVENUE	8,500.00	0.00	0.00	8,500.00	0.00
FLN/FOR	FINES AND FORFEITURES	175.00	0.00	0.00	175.00	0.00
INT	INTEREST AND RENTALS	9,300.00	0.00	38.89	9,261.11	0.42
UNCLASSIFIED	Unclassified	156,600.00	790.00	790.00	155,810.00	0.50
TOTAL REVENUES		180,575.00	790.00	828.89	179,746.11	0.46
Expenditures						
797	GOLF COURSE OPERATIONS	178,375.00	1,455.06	4,574.39	173,800.61	2.56
905	DEBT SERVICE	2,200.00	243.78	487.56	1,712.44	22.16
TOTAL EXPENDITURES		180,575.00	1,698.84	5,061.95	175,513.05	2.80
Fund 584 - GOLF COURSE FUND:						
TOTAL REVENUES		180,575.00	790.00	828.89	179,746.11	0.46
TOTAL EXPENDITURES		180,575.00	1,698.84	5,061.95	175,513.05	2.80
NET OF REVENUES & EXPENDITURES		0.00	(908.84)	(4,233.06)	4,233.06	100.00

PERIOD ENDING 02/29/2024

GL NUMBER DESCRIPTION AMENDED BUDGET 2024 ACTIVITY FOR MONTH 02/29/2024 YTD BALANCE 02/29/2024 AVAILABLE BALANCE % BDT USED

Fund 590 - SEWER FUND

GL NUMBER	DESCRIPTION	AMENDED BUDGET	2024	ACTIVITY FOR MONTH	02/29/2024	YTD BALANCE	02/29/2024	AVAILABLE BALANCE	% BDT USED
Revenues									
TAXES	TAXES	522,000.00		44,221.97		88,111.72		433,888.28	16.88
CHG SERV	CHARGE FOR SERVICES	110,300.00		8,396.30		16,522.93		93,777.07	14.98
O/REV	OTHER REVENUE	58,000.00		10,950.00		14,773.00		43,227.00	25.47
INT	INTEREST AND RENTALS	1,500.00		0.00		703.38		796.62	46.89
UNCLASSIFIED	Unclassified	585,000.00		43,117.89		97,158.54		487,841.46	16.61
TOTAL REVENUES		1,276,800.00		106,701.16		217,269.57		1,059,530.43	17.02

Expenditures

540	SWR ADMIN	116,005.00		8,385.21		13,716.20		102,288.80	11.82
541	SWR PLANN OPERATIONS	394,599.00		24,365.04		71,072.10		323,526.90	18.01
542	SWR LN MAINT	64,670.00		7,950.08		11,309.30		53,360.70	17.49
544	2010 USDA SWR IMP RR&I	130,000.00		309.19		22,758.73		107,241.27	17.51
905	DEBT SERVICE	481,255.00		0.00		0.00		481,255.00	0.00
906	SRF/ 5593 01	98,005.00		0.00		0.00		98,005.00	0.00
965	TRANS TO OTHER FUNDS	122,266.00		0.00		0.00		122,266.00	0.00
TOTAL EXPENDITURES		1,406,800.00		41,009.52		118,856.33		1,287,943.67	8.45

Fund 590 - SEWER FUND:

TOTAL REVENUES		1,276,800.00		106,701.16		217,269.57		1,059,530.43	17.02
TOTAL EXPENDITURES		1,406,800.00		41,009.52		118,856.33		1,287,943.67	8.45
NET OF REVENUES & EXPENDITURES		(130,000.00)		65,691.64		98,413.24		(228,413.24)	75.70

GL NUMBER	DESCRIPTION	2024		ACTIVITY FOR MONTH	% BDTG USED
		AMENDED BUDGET	YTD BALANCE		
Fund 590 - SEWER FUND					
Revenues					
Dept 000 - REVENUE					
590-000-447.000	PENALTY	9,000.00	1,266.20	706.07	14.07
590-000-609.000	CONN FEE/SWR	300.00	0.00	0.00	0.00
590-000-610.000	SWR RTS CITY	522,000.00	88,111.72	44,221.97	16.88
590-000-613.000	MORAN TWP SWR RTS	42,000.00	7,261.57	3,450.29	17.29
590-000-614.000	ST. IGNACE TWP. RTS	38,000.00	10,886.77	3,022.88	28.65
590-000-624.000	MORAN TWP COMM	58,000.00	14,773.00	10,965.00	25.47
590-000-625.000	SWR COMMODITY CITY	495,000.00	77,990.20	35,624.72	15.76
590-000-626.000	ST. IGNACE TWP. COMMODITY	101,000.00	15,256.73	7,690.23	15.11
590-000-642.000	CHG FOR SRV SALES	10,000.00	1,020.00	1,020.00	10.20
590-000-664.000	INTEREST	1,500.00	703.38	0.00	46.89
Total Dept 000 - REVENUE		1,276,800.00	217,269.57	106,701.16	17.02
TOTAL REVENUES					
		1,276,800.00	217,269.57	106,701.16	17.02
Expenditures					
Dept 540 - SWR ADMIN					
590-540-706.000	WAGES	45,000.00	8,433.09	5,301.64	18.74
590-540-715.000	SOCIAL SECURITY	3,475.00	638.20	400.08	18.37
590-540-716.000	HEALTH FRINGES	14,000.00	2,217.38	1,200.49	15.84
590-540-716.001	SELF FUNDING HEALTH PREIMUM	3,000.00	(77.60)	(77.60)	(2.59)
590-540-717.000	LIFE INS	250.00	35.03	18.80	14.01
590-540-718.000	RETIREMENT	15,000.00	1,886.49	1,519.71	12.58
590-540-719.000	MERS 457	225.00	23.30	21.13	10.36
590-540-721.000	MESC	80.00	2.84	0.96	3.55
590-540-725.000	WORKMAN'S COMP	1,000.00	0.00	0.00	0.00
590-540-801.000	PROFESSIONAL SERVICES	8,000.00	0.00	0.00	0.00
590-540-855.000	WEBSITE	325.00	434.00	0.00	133.54
590-540-900.000	PRINT & PUBLISH	150.00	0.00	0.00	0.00
590-540-956.000	SUNDRY	0.00	123.47	0.00	0.00
590-540-960.000	ED & TRAIN	500.00	0.00	0.00	0.00
590-540-977.000	CAPITAL OUTLAY EQUIP	25,000.00	0.00	0.00	0.00
Total Dept 540 - SWR ADMIN		116,005.00	13,716.20	8,385.21	11.82
Dept 541 - SWR PLANT OPERATIONS					
590-541-706.000	WAGES	76,000.00	11,274.79	6,003.30	14.84
590-541-715.000	SOCIAL SECURITY	6,000.00	856.22	454.78	14.27
590-541-716.000	HEALTH FRINGES	11,000.00	1,135.84	520.83	10.33
590-541-716.001	SELF FUNDING HEALTH PREIMUM	3,000.00	0.00	0.00	0.00
590-541-717.000	LIFE INS	400.00	49.06	21.70	12.27
590-541-718.000	RETIREMENT	6,000.00	1,900.03	1,724.50	31.67
590-541-719.000	MERS 457	700.00	64.33	37.72	9.19
590-541-721.000	MESC	250.00	6.07	2.91	2.43
590-541-725.000	WORKMAN'S COMP	1,000.00	0.00	0.00	0.00
590-541-750.000	OPERATING SUPPLIES	66,000.00	17,963.37	2,841.25	27.22
590-541-755.000	UNIFORMS	350.00	0.00	0.00	0.00
590-541-778.000	EQUIP MAINT SUPP	3,000.00	561.00	73.07	18.70
590-541-800.000	MORAN TWP 95%)	8,500.00	530.22	530.22	6.24
590-541-818.000	CONTRACTED SERV	30,000.00	6,298.40	648.40	20.99
590-541-853.000	COMMUNICATIONS	540.00	38.28	38.28	7.09
590-541-920.000	UTILITIES, ELECTRIC	163,000.00	21,235.51	11,114.74	13.03
590-541-921.000	UTILITIES, NATURAL GAS	350.00	44.78	23.34	12.79

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDC USED
Fund 590 - SEWER FUND						
Expenditures						
590-541-935.000	PROPERTY LIABILITY INS	17,009.00	8,124.20	0.00	8,884.80	47.76
590-541-960.000	ED & TRAIN	1,500.00	990.00	330.00	510.00	66.00
Total Dept 541 - SWR PLANT OPERATIONS		394,599.00	71,072.10	24,365.04	323,526.90	18.01
Dept 542 - SWR IN MAINT						
590-542-706.000	WAGES	31,000.00	5,936.18	4,110.54	25,063.82	19.15
590-542-707.000	WAGES, TEMPORARY	1,000.00	0.00	0.00	1,000.00	0.00
590-542-715.000	SOCIAL SECURITY	2,500.00	448.72	310.85	2,051.28	17.95
590-542-716.000	HEALTH FRINGES	4,500.00	1,241.34	569.57	3,258.66	27.59
590-542-716.001	SELF FUNDING HEALTH PREMIUM	2,000.00	0.00	0.00	2,000.00	0.00
590-542-717.000	LIFE INS	170.00	32.29	15.33	137.71	18.99
590-542-718.000	RETIREMENT	3,000.00	706.06	598.77	2,293.94	23.54
590-542-719.000	MERS 457	250.00	40.17	23.94	209.83	16.07
590-542-721.000	MESC	50.00	2.80	1.70	47.20	5.60
590-542-725.000	WORKMAN'S COMP	1,000.00	0.00	0.00	1,000.00	0.00
590-542-750.000	OPERATING SUPPLIES	2,000.00	98.14	0.00	1,901.86	4.91
590-542-778.000	EQUIP MAINT SUP	2,000.00	0.00	0.00	2,000.00	0.00
590-542-782.000	MATERIALS/DPW/ROADS	200.00	0.00	0.00	200.00	0.00
590-542-818.000	CONTRACTED SERV	7,000.00	795.00	795.00	6,205.00	11.36
590-542-943.000	EQUIPMENT RENTAL	6,000.00	2,008.60	1,524.38	3,991.40	33.48
590-542-977.000	CAPITAL OUTLAY EQUIP	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 542 - SWR IN MAINT		64,670.00	11,309.30	7,950.08	53,360.70	17.49
Dept 544 - 2010 USDA SWR IMP RR&I						
590-544-1778.000	EQUIP MAINT SUPPLIES	10,000.00	22,758.73	309.19	(12,758.73)	227.59
590-544-818.000	CONTRACTED SERV	10,000.00	0.00	0.00	10,000.00	0.00
590-544-977.000	CAPITAL OUTLAY EQUIP	110,000.00	0.00	0.00	110,000.00	0.00
Total Dept 544 - 2010 USDA SWR IMP RR&I		130,000.00	22,758.73	309.19	107,241.27	17.51
Dept 905 - DEBT SERVICE						
590-905-991.400	2010 BOND PRIN #92-06	56,000.00	0.00	0.00	56,000.00	0.00
590-905-991.401	2008 SRF PRIN 5320-01	210,000.00	0.00	0.00	210,000.00	0.00
590-905-991.402	2009 SRF PRIN 5292-01	35,000.00	0.00	0.00	35,000.00	0.00
590-905-991.403	1999A PRIN BOND 04 SWR DISP SYS	21,000.00	0.00	0.00	21,000.00	0.00
590-905-991.404	1999B BOND PRIN 05 DISPOSAL REV	3,000.00	0.00	0.00	3,000.00	0.00
590-905-991.405	2019 BOND PRIN #92-10	23,000.00	0.00	0.00	23,000.00	0.00
590-905-992.400	2010 BOND INT #92-06	41,360.00	0.00	0.00	41,360.00	0.00
590-905-992.401	2008 SRF INT 5320-01	33,750.00	0.00	0.00	33,750.00	0.00
590-905-992.402	2009 SRF INTEREST 5292-01	5,955.00	0.00	0.00	5,955.00	0.00
590-905-992.403	1999A BOND INT 04 SWR DISP SYS	19,490.00	0.00	0.00	19,490.00	0.00
590-905-992.404	1999B BOND INT 05 DISPOSAL REV	2,700.00	0.00	0.00	2,700.00	0.00
590-905-992.405	2019 BOND INT #92-10	30,000.00	0.00	0.00	30,000.00	0.00
Total Dept 905 - DEBT SERVICE		481,255.00	0.00	0.00	481,255.00	0.00
Dept 906 - SRF/ 5593 01						
590-906-991.900	2015 N. STATE ST 5593-01 PRIN	70,000.00	0.00	0.00	70,000.00	0.00
590-906-992.900	2015 N. STATE ST. 5593-01 INT	28,005.00	0.00	0.00	28,005.00	0.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 02/29/2024	ACTIVITY FOR MONTH 02/29/2024	AVAILABLE BALANCE	% BDGT USED
Fund 590 - SEWER FUND						
Expenditures						
Total Dept 906 - SRF/ 5593 01		98,005.00	0.00	0.00	98,005.00	0.00
Dept 965 - TRANS TO OTHER FUNDS						
590-965-965.000	TRANSFER TO GEN FUND #101	40,000.00	0.00	0.00	40,000.00	0.00
590-965-995.003	TRANS TO OFFICE EQUIP #664	4,500.00	0.00	0.00	4,500.00	0.00
590-965-995.008	TRANS TO VAC / SICK #729	7,500.00	0.00	0.00	7,500.00	0.00
590-965-995.021	TRANS TO FUND 105	70,266.00	0.00	0.00	70,266.00	0.00
Total Dept 965 - TRANS TO OTHER FUNDS		122,266.00	0.00	0.00	122,266.00	0.00
TOTAL EXPENDITURES						
		1,406,800.00	118,856.33	41,009.52	1,287,943.67	8.45
Fund 590 - SEWER FUND:						
TOTAL REVENUES						
TOTAL EXPENDITURES						
NET OF REVENUES & EXPENDITURES						
		1,276,800.00	217,269.57	106,701.16	1,059,530.43	17.02
		1,406,800.00	118,856.33	41,009.52	1,287,943.67	8.45
		(130,000.00)	98,413.24	65,691.64	(228,413.24)	75.70
TOTAL REVENUES - FUND 590						
TOTAL EXPENDITURES - FUND 590						
NET OF REVENUES & EXPENDITURES						
		1,276,800.00	217,269.57	106,701.16	1,059,530.43	17.02
		1,406,800.00	118,856.33	41,009.52	1,287,943.67	8.45
		(130,000.00)	98,413.24	65,691.64	(228,413.24)	75.70

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. IGNACE

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT & USED
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Fund 591 - WATER FUND						
Revenues						
TAXES	TAXES	407,700.00	34,766.39	69,061.01	338,638.99	16.94
CHG SERV	CHARGE FOR SERVICES	515,000.00	33,136.16	71,469.56	443,530.44	13.88
O/REV	OTHER REVENUE	82,000.00	6,411.90	12,319.78	69,680.22	15.02
INT	INTEREST AND RENTALS	1,500.00	0.00	938.32	561.68	62.55
O/FINAN	OTHER FINANCING SOURCES	28,000.00	1,399.21	4,840.24	23,159.76	17.29
UNCLASSIFIED	Unclassified	310,400.00	28,522.60	50,623.51	259,776.49	16.31
TOTAL REVENUES		1,344,600.00	104,236.26	209,252.42	1,135,347.58	15.56

Expenditures						
550	WTR ADMIN	119,220.00	9,696.81	15,612.44	103,607.56	13.10
551	WTR PLANT OPERATIONS	496,131.00	37,760.72	81,659.01	414,471.99	16.46
552	WTR LINE MAINT	216,225.00	26,879.10	36,104.78	180,120.22	16.70
553	2000 WTR REEL	55,000.00	7,185.00	7,320.50	47,679.50	13.31
905	DEBT SERVICE	169,510.00	0.00	107,452.50	62,057.50	63.39
965	TRANS TO OTHER FUNDS	151,866.00	0.00	0.00	151,866.00	0.00
TOTAL EXPENDITURES		1,207,952.00	81,521.63	248,149.23	959,802.77	20.54

Fund 591 - WATER FUND:						
TOTAL REVENUES		1,344,600.00	104,236.26	209,252.42	1,135,347.58	15.56
TOTAL EXPENDITURES		1,207,952.00	81,521.63	248,149.23	959,802.77	20.54
NET OF REVENUES & EXPENDITURES		136,648.00	22,714.63	(38,896.81)	175,544.81	28.46

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR		YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDET USED
			MONTH 02/29/2024				
Fund 594 - MARINA FUND							
Revenues							
TAXES		4,900.00	0.00		4,900.00	0.00	0.00
O/REV	OTHER REVENUE	128,500.00	0.00		128,500.00	0.00	0.00
INT	INTEREST AND RENTALS	1,300.00	0.00	624.00	675.98	48.00	48.00
TRANS	TRANSFERS-INTERNAL ACTIV	210,300.00	0.00		210,300.00	0.00	0.00
UNCLASSIFIED	Unclassified	266,000.00	31,367.38		224,927.18	15.44	15.44
TOTAL REVENUES		611,000.00	31,367.38		41,696.84	569,303.16	6.82
Expenditures							
590	MARINA ADMIN	56,300.00	6,883.76		8,792.88	47,507.12	15.62
597	MARINA OPERATIONS	448,705.00	2,022.11		2,735.02	445,969.98	0.61
851	INSURANCE	10,000.00	0.00		3,481.80	6,518.20	34.82
965	TRANS TO OTHER FUNDS	89,938.00	0.00		0.00	89,938.00	0.00
TOTAL EXPENDITURES		604,943.00	8,905.87		15,009.70	589,933.30	2.48
Fund 594 - MARINA FUND:							
TOTAL REVENUES		611,000.00	31,367.38		41,696.84	569,303.16	6.82
TOTAL EXPENDITURES		604,943.00	8,905.87		15,009.70	589,933.30	2.48
NET OF REVENUES & EXPENDITURES		6,057.00	22,461.51		26,687.14	(20,630.14)	440.60

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT USED
Fund 596 - GARBAGE COLLECTION						
Revenues						
CHG SERV	CHARGE FOR SERVICES	1,250.00	97.05	192.80	1,057.20	15.42
UNCLASSIFIED	Unclassified	131,000.00	11,154.90	22,309.80	108,690.20	17.03
TOTAL REVENUES		132,250.00	11,251.95	22,502.60	109,747.40	17.02
Expenditures						
528	GARBAGE COLLECTION	132,250.00	11,105.71	22,211.42	110,038.58	16.80
TOTAL EXPENDITURES		132,250.00	11,105.71	22,211.42	110,038.58	16.80
Fund 596 - GARBAGE COLLECTION:						
	TOTAL REVENUES	132,250.00	11,251.95	22,502.60	109,747.40	17.02
	TOTAL EXPENDITURES	132,250.00	11,105.71	22,211.42	110,038.58	16.80
	NET OF REVENUES & EXPENDITURES	0.00	146.24	291.18	(291.18)	100.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDT USED
Fund 641 - EQUIPMENT FUND						
Revenues						
CHG SERV	CHARGE FOR SERVICES	7,000.00	2,049.99	2,049.99	4,950.01	29.29
O/REV	OTHER REVENUE	12,825.00	542.68	23,902.24	(11,277.24)	189.32
TRANS	TRANSFERS-INTERNAL ACTIV	125,500.00	23,183.14	32,437.64	93,062.36	25.85
O/FINAN	OTHER FINANCING SOURCES	5,300.00	0.00	0.00	5,300.00	0.00
UNCLASSIFIED	Unclassified	168,400.00	23,578.32	30,606.24	137,793.76	18.17
TOTAL REVENUES		318,825.00	49,354.13	88,996.11	229,828.89	27.91
Expenditures						
581	GARAGE MAINT	72,750.00	8,102.55	16,364.93	56,385.07	22.49
582	EQUIPMENT MAINT	210,220.00	16,733.00	23,005.36	187,214.64	10.94
905	DEBT SERVICE	12,225.00	0.00	15.00	12,210.00	0.12
965	TRANS TO OTHER FUNDS	23,630.00	0.00	0.00	23,630.00	0.00
TOTAL EXPENDITURES		318,825.00	24,835.55	39,385.29	279,439.71	12.35
Fund 641 - EQUIPMENT FUND:						
TOTAL REVENUES		318,825.00	49,354.13	88,996.11	229,828.89	27.91
TOTAL EXPENDITURES		318,825.00	24,835.55	39,385.29	279,439.71	12.35
NET OF REVENUES & EXPENDITURES		0.00	24,518.58	49,610.82	(49,610.82)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. IGNACE

PERIOD ENDING 02/29/2024

GL NUMBER	DESCRIPTION	ACTIVITY FOR		YTD BALANCE	AVAILABLE BALANCE	% BDT USED
		2024	MONTH			
		AMENDED BUDGET	02/29/2024	02/29/2024		
Fund 664 - OFFICE EQUIPMENT POOL						
Revenues						
O/REV	OTHER REVENUE	0.00	330.00	330.00	(330.00)	100.00
TRANS	TRANSFERS-INTERNAL ACTIV	12,900.00	0.00	0.00	12,900.00	0.00
UNCLASSIFIED	Unclassified	15,000.00	0.00	0.00	15,000.00	0.00
TOTAL REVENUES		27,900.00	330.00	330.00	27,570.00	1.18
Expenditures						
233	CENTRAL EQUIP	27,900.00	1,872.21	3,726.84	24,173.16	13.36
TOTAL EXPENDITURES		27,900.00	1,872.21	3,726.84	24,173.16	13.36
Fund 664 - OFFICE EQUIPMENT POOL:						
TOTAL REVENUES		27,900.00	330.00	330.00	27,570.00	1.18
TOTAL EXPENDITURES		27,900.00	1,872.21	3,726.84	24,173.16	13.36
NET OF REVENUES & EXPENDITURES		0.00	(1,542.21)	(3,396.84)	3,396.84	100.00

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	ACTIVITY FOR MONTH 02/29/2024	YTD BALANCE 02/29/2024	AVAILABLE BALANCE	% BDGT USED
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST						
Revenues						
INT	INTEREST AND RENTALS	480.00	0.00	351.24	128.76	73.18
TRANS	TRANSFERS-INTERNAL ACTIV	41,800.00	0.00	0.00	41,800.00	0.00
UNCLASSIFIED	Unclassified	20,000.00	0.00	0.00	20,000.00	0.00
TOTAL REVENUES		62,280.00	0.00	351.24	61,928.76	0.56
Expenditures						
201	ADMINISTRATION	11,000.00	0.00	0.00	11,000.00	0.00
965	TRANS TO OTHER FUNDS	12,000.00	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURES		23,000.00	0.00	0.00	23,000.00	0.00
Fund 729 - OTHER EMPLOYEE BENEFITS TRUST:						
TOTAL REVENUES		62,280.00	0.00	351.24	61,928.76	0.56
TOTAL EXPENDITURES		23,000.00	0.00	0.00	23,000.00	0.00
NET OF REVENUES & EXPENDITURES		39,280.00	0.00	351.24	38,928.76	0.89
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS						
NET OF REVENUES & EXPENDITURES						
		7,233,005.00	452,629.04	798,850.06	6,434,154.94	11.04
		7,381,466.00	418,426.72	858,148.34	6,523,317.66	11.63
		(148,461.00)	34,202.32	(59,298.28)	(89,162.72)	39.94

Invoices for Approval Monday, March 18, 2024

Airgas	DPW Rental Gas	\$35.45
Andy's Feed Station	DPW Patcher Propane/Boots	\$209.00
BAM Tools	DPW Code Reader	\$60.00
Charles J. Palmer, P.C.	February 2024 Statement	\$3,349.04
Crane Engineering	Reagon Street Lift State Pump Removal	\$2,547.72
Grainger	Water Plant Coupler	\$10.70
Hartford Fire Insurance Company	SIFD Insurance	\$575.00
Hawkins	Water Plant Supplies	\$50.00
Holiday Inn Marquette	SIPD Lodging Admin Conf	\$180.20
John E. Green Company	LBE Annual Fire Protection Inspection	\$595.00
Kimball Midwest	DPW Supplies/Terminal/Rack	\$970.56
KSS	City Hall Supplies	\$958.16
LMAS District Health Department	LBE Food Service License Renewal	\$216.00
M32 Enterprises	Bobcat Repair	\$2,518.40
MI DEAL	2024 Membership	\$180.00
Michigan Association of Planning	Site Plan/Zoning Ordinance/Admin Books	\$129.00
Michigan Rural Water Assoc	J. Orriss/M. Bowlby Online Courses	\$720.00
Michigan State Police	SIPD Token Fee	\$33.00
MSU ANR Event Services	CMGR March Webinar Series	\$50.00
NAPA Auto Parts	February 2024 Statement	\$1,021.43
New England Sports Sales Inc.	LBE-Magnetic Replacement Angles	\$66.32
Perfect Fit LLC	LBE Fitness Center Equipment Parts	\$715.07
Pollard Water/Ferguson Water	WTR RRI/WTR Supply Hose	\$670.60
Quill	Water Plant Ink/DPW Stapler	\$184.78
R&R Fire Truck Repair	SIFD SCBA Maintenance & Testing	\$509.64
St. Ignace Auto	February 2024 Statement	\$279.68
St. Ignace True Value	February 2024 Statement	\$2,023.27
The St. Ignace News	February 2024 Statement	\$851.92
Uline	SIFD Storage Cabinets	\$1,492.67
UP State Credit Union VISA	February 2024 Statement	\$1,042.28
USA Bluebook	Water RRI Replacement Parts	\$910.34

\$23,155.23

CITY COUNCIL MEETING
City Council Chambers
Monday March 18th, 2024
****** MANAGER'S REPORT******

Resolution 24-06 Jeep the Yoop

May 10-12, 2024. There will not be a bridge crossing due to construction. Friday May 10th will be packet pickup at Little Bear from 12-4. Chamber of Commerce will have a meet and greet with a beer tent during registration. There will an obstacle course at the casino from 6-8pm. Saturday events will be at Drummond Island. Saturday night there will be a light parade in St. Ignace starting at North Airport ending at Family Fare. The parade will begin roughly around 9:30pm. 400 or less jeeps expected this year. This event appeared in front of city event review committee on February 7th, 2024.

Resolution 24-07 Antique Tractor Show

The Tractor Show will be September 6-7, 2024. Bridge crossing will be Saturday September 7th. Estimated 1500 tractors. No labor needed from public works at this time. Ojibwa Trail from Marquette Street to Glashaw Street will be closed. No other closures needed. Police escort needed for bridge crossing. Staging will take place in Mackinaw City. No alcohol will be provided. Lunch will be provided by Mackinac Grille Catering, lunch in Little Bear Conference Room. This event appeared in front of city event review committee on February 7th, 2024.

Resolution 24-08 Bronco The Mac

Second Annual Bronco The Mac event will be June 7-9, 2024. On Friday June 7th, there will be a packet pickup at Little Bear. 10AM is the escorted bridge crossing. There will be a scavenger hunt from 11am-4pm and then a meet and greet from 4-7pm. There will be guided rides on Saturday. Routes to be determined. Downtown Bronco Parade at dusk, staging at North Airport Road. Fireworks over the bay at 10pm. Estimated 250 vehicles and 750 people. No DPW labor needed at this time. Escort needed from LBE heading north to I-75 on ramp at castle rock. Then to Mackinaw City and back to Little Bear. Same as last year. This event appeared in front of city event review committee on February 7th, 2024.

Resolution 24-09 Summer Weekly Events

Weekly summer events are Bayside Farmers Market (Thursdays July & August), Friday Night at the Museum (July - September), Sunday Beach Bash at Kiwanis Beach (July & August), Native American Cultural Teachings at Museum of Ojibwa Culture (July & August), Wacky Wednesdays in the downtown (Wednesdays July & August), Fireworks May 25-August 31 on Saturdays, Swingin Iggy (July & August).

Museum Donation Platform

The Museum of Ojibwe Culture would like to create a platform for online donations. After much research, the Downtown Development Authority recommends using the QGiv Platform which has been highly recommended from the Mackinac Historical Society. The DDA approved the motion to proceed with council approval at the March 8th DDA Meeting. The cost is \$10 a month and the museum can cancel anytime.

Police Department Overnight Stay Request for Training

Chief James will be attending the annual U.P Criminal Justice Administrator's Conference April 15th & 16th and is requesting overnight lodging.

City Manager Capital Improvement Projects Update

City Manager Marshall will provide an update to council regarding the City of St. Ignace Capital Improvement Plan.

Proposed Amendment to Council Rules and Procedures

Currently under "Meeting Procedure", section F regarding public comment, it would be consistent if we removed "or virtually" from this policy. City Manager Marshall contacted 23 city managers to research their public participation policy for council meetings. Of the 23, 8 communities are in person only without a virtual presence. 14 communities livestream the meetings or record the meeting to be aired at a later date with public comment turned off. Only (1) community allows online public comment but they vet the participants prior to allowing them audio access and their video access is turned off.

Dock 3 Agreement Proposal

The Dock 3 Committee will be meeting Friday September 15th to review City Manager Marshall's recommended agreement. City Manager Marshall met with Mackinac Island representatives, City of St. Ignace Attorney Palmer, City of St. Ignace Assessor Couture to discuss a lease agreement at dock 3 for dumpster storage and transfer. A proposed lease was agreed to by both parties. The proposal will be brought to the Dock 3 Committee for a recommendation that will be presented to council for final approval.

AFSCME Pay Increase Request

City Manager Marshall will update council on union negotiations.