



# Village of Mackinaw City

102 South Huron Avenue, P.O. Box 580, Mackinaw City, Michigan 49701

Telephone: (231) 436-5351 Fax: (231) 436-4166

[www.mackinawcity.org](http://www.mackinawcity.org) [village@mackinawcity.org](mailto:village@mackinawcity.org)

## VILLAGE OF MACKINAW CITY COUNCIL AGENDA MAY 15, 2014 - 7:00 P.M. VILLAGE HALL

- I. **CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE**
- II. **PRESENTATIONS AND RECOGNITIONS**
  - A. Proclamation – Mackinaw Woman’s Club
- III. **APPROVAL OF AGENDA**
- IV. **COUNCIL MINUTES**
  - A. Approval of the regular minutes for May 1, 2014
- V. **PUBLIC COMMENTS**

Citizens wanting to address the Council can do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the President.
- VI. **PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION**
- VII. **BUSINESS REPORTS AND RECOMMENDATIONS**
  - A. Humbarb Dock Development, Lieghio’s Hamilton Inn Select, Inc.  
Planned Unit Development, 201 South Huron Ave. [Action Item]
  - B. Special Event Application – Fort Michilimackinac Pageant Committee [Action Item]
  - C. Resolution to Extend Moratorium for New Wells [Action Item]
  - D. 2014 EVIP Unfunded Accrued Liability Plan [Action Item]
- VIII. **ACCOUNTS PAYABLE**
  - A. Accounts Payable for May 15, 2014 for **\$29,571.46** [Action Item]
- IX. **COMMITTEE/DEPARTMENT REPORTS**
  - A. Council Committee(s)
- X. **CLOSED SESSION AND SUBSEQUENT COUNCIL ACTION**
  - A. Village Manager Performance Evaluation – Closed Session [Roll Call][Action Item]
- XI. **ADJOURNMENT**



## VILLAGE OF MACKINAW CITY PROCLAMATION

WHEREAS, the roots of the Mackinaw Woman's Club can be traced back to 1912 when six Mackinaw City women formed a literary club to study Shakespeare; and

WHEREAS, the literary club grew to over thirty members and in 1914 the Mackinaw Woman's Club was founded; and

WHEREAS, due to the growth and activities of the club two lots were purchased and on October 5<sup>th</sup>, 1931 fifty women gathered to witness the groundbreaking for the new clubhouse; and

WHEREAS, the completion of the new clubhouse was finale and the first meeting was held on January 18<sup>th</sup>, 1932; and

WHEREAS, through fundraising the club purchased 3 pianos for the public school system, collected over 2000 books for the library, started the elementary hot lunch and milk program, hosted a free Well-Baby Clinic for 25 years, sponsored scout troops and Red Cross swimming lessons, established Teen Town Hall, formed an affiliation with the Northland Library Association from 1968-1984, donated gifts to hospitals, domestic abuse centers, and military units, funded drinking fountains and landscaping for Village parks, published cookbooks and "Memories of Mackinaw"; and

WHEREAS, through the last 100 years the Mackinaw Woman's Club have been, and continue, to be active in many more projects, too numerous to list, they have through them all followed their club motto " For the Betterment of Mackinaw".

Now, therefore, it is proclaimed by the Mackinaw City Village Council that June 2014 is Mackinaw Woman's Club Month, and it's attended members, past and present, are commended for their service to the greater community and are encouraged to continue to their valued and appreciated commitment.

---

Jeff Hingston, President

**UNAPPROVED**  
**MINUTES REGULAR COUNCIL MEETING**  
**MACKINAW CITY**

7:00 P.M.

May 01, 2014

**I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE**

President Hingston called the meeting to order and with the following Trustees present – Robert Glenn, Matt Yoder, Belinda Mollen, Sandy Planisek Richard Perlick, and Paul Michalak. Absent - Village Manager, Adam Smith. Also present Treasurer Patricia Pepler and Clerk Lana Jaggi

**Department Heads Present:**

**Chief Patrick Wyman-Police**

**Patrick Rivera-Water Sewer Superintendent**

**Perry Terrian- DPW Foreman**

**Dave Paquet- Rec/Marina**

**Fred Thompson, Jr.-Ambulance/Fire/Zoning Administrator**

**Visitors – List Attached.**

**Pledge of Allegiance**

**II. PRESENTATIONS AND RECOGNITIONS**

**Proclamation for Mackinaw City Northern Avalanche JV Hockey State Champions**

**III. APPROVAL OF AGENDA**

Motion Glenn seconded Mollen to approve the agenda as presented with the addition- VII. G. Special Event Application Amendment-American Legion. Voice vote – motion carried unanimously.

**IV. COUNCIL MINUTES**

**A. Motion Yoder seconded Michalak to approve the regular meeting minutes of April 17, 2014 as presented. Voice vote-motion carried unanimously.**

**V. PUBLIC COMMENTS Agenda or Non Agenda**

**Ron Wallin-Village Resident**

**Dick Moehl-Village Resident**

**VI. PUBLIC HEARING AND SUBSEQUENT ACTION**

**VII. BUSINESS REPORTS AND RECOMMENDATIONS**

**A. Motion Planisek seconded Perlick to approve the Election Resolution as presented. Voice vote-motion carried unanimously.**

**B. Motion Glen seconded Michalak to approve the special event application from Star Line for Zoo De Mac with tent. Voice vote-motion carried unanimously.**

**C. Motion Mollen seconded Glenn to approve the special event application 2014 SE-048 for addition of banners. Voice vote-motion carried unanimously.**

**UNAPPROVED**  
**MINUTES REGULAR COUNCIL MEETING**  
**MACKINAW CITY**

7:00 P.M.

May 01, 2014

Page 2

- D. Motion Mollen seconded Planisek to approve special event application 2014-SE-046 from the Mackinaw Area Arts Council for July 12 13 and August 02 214. Voice vote-motion carried unanimously.**
- E. Motion Michalak seconded Glenn to approve the request from Mackinaw Crossings to install a temporary antique carousel in compliance with Village Ordinance #84, subject to waiver requirements under section 20.510 as partial result of snow roof collapse, subject to the \$500.00 seasonal license fee with end date no later than October 31, 2014. Voice vote-motion carried unanimously.**
- F. Motion Planisek seconded Glenn to accept the Village Fee Schedule effective May 01, 2014 with three corrections to page three. Voice vote-motion carried unanimously.**
- G. Motion Glenn seconded Yoder to approve the special event application amendment to 2014-SE-008 from the American Legion for additional signage. Roll Call Vote Ayes- Glenn, Yoder, Mollen, Hingston. Nays-Planisek, Perlick, Michalak. Motion carried.**

**VIII. ACCOUNTS PAYABLE**

Motion Planisek seconded Michalak to approve the accounts payable for May 01, 2014 in the amount of \$20,219.17. Voice vote-motion carried unanimously.

**IX. COMMITTEE/DEPARTMENT REPORTS**

Department Head Reports were received and placed of file.  
Finance and Human Resources Report presented and placed on file.  
Ordinance and Policy Report presented and placed on file.  
Marina Report presented and placed on file.

**X. CLOSED SESSION AND SUBSEQUENT COUNCIL ACTION**

Motion Hingston seconded Mollen to postpone Village Manager Performance Evaluation until no later than June 19, 2014. Voice vote-motion carried unanimously.

**XI. ADJOURNMENT: 8:20 PM**

Respectfully submitted;

Jeff Hingston; President

Lana Jaggi; Clerk



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To: Mackinaw City Council  
From: Adam R. Smith, Village Manager  
Date: May 8, 2014  
Re: Manager Report & Recommendations for May 15, 2014 Council Meeting

## II. A. Proclamation – Mackinaw Women’s Club

*Please refer to draft proclamation for the Mackinaw Women’s Club.*

## VII. A. VII. C. Humbard Dock Development, Lieghio’s Hamilton Inn Select, Inc. Planned Unit Development, 201 South Huron Ave. [Action Item]

On April 17, 2014, Council unanimously carried the motion to postpone the decision on this PUD request until the May 15, 2014 meeting or later to provide time for staff and legal counsel to provide Council with more information on the legality of such a condition imposed upon a PUD [requiring five (5) businesses on site] and to be provided a site construction and improvement timeline that includes specific development benchmarks from the commencement of construction through completion. Should due diligence not be completed for the May 15, 2014 meeting and a later meeting is necessary, both the applicant and public will be provided written notice of change.

Based on Section 504 of the MZEA, legal counsel has advised that the Village does not have the authority to require the continued operation of five businesses on the site as a legal condition to the approval of this PUD. In an effort to provide Council with more information regarding the proposed PUD, the following questions were presented to the Applicant’s legal counsel on May 2, 2014:

*Mr. Vermetten,*

*As follow up to Council action to postpone their decision on this PUD request to provide time for staff and legal counsel to provide more information on various items, please find below a list of items we request clarification and/or a comprehensive response to. It is also important to note that the Applicant requested removal of this PUD from Council consideration on February 14, 2014 and did not request further consideration until April 10, 2014.*

- *A restaurant is not a permitted use in the MC District. How does the Applicant propose that the Village legally require the ongoing operation of multiple businesses in the proposed Planned Unit Development rather than only a restaurant in future years?*
- *Applicant is required to provide a site construction and improvement timeline that includes specific development benchmarks from the commencement of construction through completion.*



- *The Village requests the detailed green space calculations used to provide Applicant's square feet requirements. Is the rip rap being used by the Applicant's green space calculations above the Federal High Water Mark?*
- *Is Applicant willing to dedicate to the Village the required amount of common greenspace land reserved under the Planned Unit Development?*
- *A written explanation of how the proposed Planned Unit Development meets the Master Plan's future land use intent relative to Lakefront Commercial Viewshed Protection (Chapter 12).*
- *State of Michigan DEQ documentation that the planned unit development runoff water into Lake Huron is permissible.*
- *As the burden of proving a Planned Unit Development is within the parameters and intent of this Ordinance is completely on the applicant, a comprehensive list of other zonings standards that may apply and any deviation thereof is requested (i.e. landscaping, parking, minimum spacing between detached buildings, driveway regulations, open air business requirements, etc.).*

*Please note that this list is not comprehensive and additional questions/concerns may arise and/or necessary follow-up questions and clarification may be requested. Thank you for your time and consideration.*

At the time of this report, I have not received written response to these items. In addition to Planning Commission recommended conditions and safeguards, staff recommends Council designates proposed parking spaces in the street right of way to remain public. A motion is necessary to take action on said PUD (i.e. approve/disapprove/approve with specified conditions and safeguards/postpone for additional information).

#### PREVIOUSLY PROVIDED BACKGROUND INFORMATION -

Planned unit development districts shall be approved by the Planning Commission and the Village Council. In approving any planned unit development district, the Village Council may prescribe appropriate conditions and safeguards in conformity with this Ordinance. Violations of such conditions or safeguards, when made a part of the terms under which the development plan is approved, shall be deemed a violation of this Ordinance.

Planning Commission recommendation per approved minutes of February 13, 2014 Special Meeting:

*Lieghio's Hamilton Inn Select Inc., Site Plan Review 2013-SP-007 for Parcel ID#012-V07-002-051-00. Presented by Dave McFarland of The Architect Forum and discussion by Commissioners. Commissioner Heilman motioned to recommend*

*approval of Site Plan 2013-SP-007, Parcel ID#012-V07-002-051-00 with the following items included:*

- (A) There has to be at least (5) five businesses on site*
- (B) Restaurant, which is allowed by using PUD.*
- (C) Allow sidewalk in setback on the South side-sidewalk not part of green space.*
- (D) Right of way on Huron Ave to be improved at property owner's expense, this includes complete landscaping, curb, gutter, storm drain, parking and sidewalk.*
- (E) Parking in right of way is for public use also.*
- (F) Height of building is not to exceed (41) forty-one feet.*

(G) *Parking plan has to be submitted.*

(H) *Construction time line to be completed by June 1, 2015.*

(I) *Bike path to be in right of way plan. Bike parking at owner's expense.*

*Second by Commissioner Dye, motion discussed. Roll call vote- Commissioners Dye, Taylor, Gustafson, Heilman and Chairperson voted yes. Commissioner Clark voted no. Commissioner Cooley Absent. Motion carried 5-1.*

As noted in Village of Mackinaw City Zoning Ordinance 138, Article XXIII. Special Use Standards, Section 23-102 Planned Unit Developments, Commercial PUDs are permitted in the B1, B2, BC, MC, and CR districts. Permitted Commercial Uses include the principal use of (H.1.d.) Restaurant and Accessory Uses and Amenities (H.2.a.) Indoor and outdoor recreational facilities.

**VII. B. Special Event Application – Fort Michilimackinac Pageant Committee [Action Item]**  
*Please refer to the attached Special Event Application.*

**VII. C. Resolution to Extend Moratorium for New Wells** [Roll Call][Action Item]  
In an effort to properly reevaluate and add Section 25.160 to Part 25 of the Compiled Code of the Village of Mackinaw City to regulate the construction and use of wells in the Village, the granting of permission of new wells inside the Village Limits was temporarily suspended on April 23, 2013. The attached draft resolution to extend said moratorium would provide until November 30, 2014 for continued evaluation and refinement. I would recommend a motion to extend said moratorium. Alternatively, the existing moratorium would expire on May 31, 2014. *Please refer to attached draft Resolution to Extend Moratorium.*

**VII. D. 2014 EVIP Unfunded Accrued Liability Plan** [Action Item]  
Effective October 1, 2013, Economic Vitality Incentive Program (EVIP) Category 3 was changed from "Employee Compensation" to "Unfunded Accrued Liability Plan." In summary, the Unfunded Accrued Liability Plan will require a local unit of government with unfunded accrued liabilities in pensions or other post-employment benefits to submit a plan to lower related liabilities. The plan must include a listing of steps taken, estimated savings, a description of how implementation will continue, and additional actions that could be taken. Actuarial assumption changes and issuance of debt instruments shall not qualify as a new proposal within this category. Unfunded accrued liabilities to be based on most recent audited financial report. Per the Fiscal Year 2013 Audit (Year Ending February 28, 2013), the Village of Mackinaw City has an unfunded liability of \$240,803 for Other Post-Employment Benefits and unfunded actuarial accrued liability of \$81,398 for Defined Benefit Pension Plan (POLC); no previous action was taken to reduce unfunded accrued liabilities. We are required to provide a detailed explanation of why no actions had been taken. I would recommend that the explanation be grounded in administrative turnover and the absence of a professional manager. Secondly, we are required to provide a listing of actions that could be implemented [ have been implemented since February 28, 2013]:

-Effective December 1, 2013, all full-time employees subject to the Public Act 152 Hard cap per Department of Treasury Annual Cost Limitations.

-Effective March 20, 2014, discontinued post-employment health insurance premium contributions for all employees.

-Effective Fiscal Year 2015 (March 1, 2014-Feb. 28, 2015), new hires subject to a defined contribution retirement plan.

- Effective Fiscal Year 2015, new hires subject to employee/employer matching contributions up to ten percent (10%) for a defined contribution retirement plan.
- Effective Fiscal Year 2015, new hires subject to a sick time bank maximum of 504 hours (63 – 8 hour days).
- Effective Fiscal Year 2015, new hires are not eligible for sick time pay out.

A motion is necessary to approve the Unfunded Accrued Liability Plan as presented and authorize submission of Certification Form #5074 in compliance with the June 1, 2014 deadline. The Unfunded Accrued Liability Plan will be available for public viewing in the village clerk's office and posted on our website [www.mackinawcity.org](http://www.mackinawcity.org)

*Please refer to attached Michigan Department of Treasury Form #5074(Rev. 03-14) Economic Vitality Incentive Program Certification of Unfunded Accrued Liability Plan.*

**X. A. Village Manager Performance Evaluation – Closed Session [Roll Call][Action Item]**

In accordance with the Open Meetings Act, closed sessions may be held by public bodies to consider a periodic personnel evaluation with a roll call vote (two-third majority is not required). Manager Smith is requesting a closed session for that purpose. Per Manager Smith's Employment Agreement, Council shall review and evaluate the performance of manager once annually. This review and evaluation shall be in accordance with specific performance goals and similar criteria developed jointly by the Council and Manager. The evaluation itself is a verbal dialogue between the Council and Manager. Following the closed session, a motion is necessary indicating the overall outcome of the manager's evaluation (i.e. exceeds expectations; meets expectations; needs improvement).

2014-SE-052

To Admin. Staff: 5-7-14  
To Council: 5-15-14  
Decision:  Approved  Denied  
Minutes to Applicant: \_\_\_\_\_

**SPECIAL EVENT APPLICATION  
VILLAGE OF MACKINAW CITY  
102 S. HURON AVENUE, MACKINAW CITY, MI 49701  
(231) 438-6351**

Must be filled out in its entirety and returned to the Village Clerk's Office 45 days prior to scheduled event

**SPONSORING ORGANIZATION INFORMATION**

LEGAL BUSINESS NAME: Fort Michilimackinaw Pageant Committee TELEPHONE: 231-537-4857  
MAILING ADDRESS: PO Box 312, Mackinaw City  
CONTACT NAME: Cindy Snider TELEPHONE: 231-537-4857  
E-MAIL ADDRESS: Sniderconst@centurylink.net CELL PHONE: 231-420-8297

**CONTACT PERSON ON DAY OF EVENT**

CONTACT NAME: Cindy Snider TELEPHONE: 231-537-4857  
E-MAIL ADDRESS: Sniderconst@centurylink.net CELL PHONE: 231-420-8297

**EVENT INFORMATION**

NAME OF EVENT: Fort Michilimackinaw Pageant Committee  
PURPOSE OF EVENT: Reenactment of 1700's

- Non-Profit     For-Profit     Village Operated/Sponsored     Co-Sponsored  
 Marathon/Race     Festival/Fair     Arts & Crafts Show     Other \_\_\_\_\_

DATE(S): May 23 FROM 8:00 ~~A.M.~~  P.M. TO May 27<sup>th</sup>  A.M.  P.M.  
FROM \_\_\_\_\_  A.M.  P.M. TO \_\_\_\_\_  A.M.  P.M.  
FROM \_\_\_\_\_  A.M.  P.M. TO \_\_\_\_\_  A.M.  P.M.  
FROM \_\_\_\_\_  A.M.  P.M. TO \_\_\_\_\_  A.M.  P.M.

RAIN DATE(S): \_\_\_\_\_ FROM \_\_\_\_\_  A.M.  P.M. TO \_\_\_\_\_  A.M.  P.M.  
FROM \_\_\_\_\_  A.M.  P.M. TO \_\_\_\_\_  A.M.  P.M.

EVENT LOCATION: Canklin Park

ESTIMATED NUMBER OF ATTENDEES: 10-20

WILL YOU UTILIZE SHOWERS:     Yes     No

ESTIMATED NUMBER OF VOLUNTEERS: 2

ESTIMATE DATE/TIME FOR SET-UP: May 23    8:  A.M.  P.M.

ESTIMATE DATE/TIME FOR CLEAN-UP: May 27    4:  A.M.  P.M.

**PARADE PERMIT**

Includes runs, walks, and other uses of the Village public right-of-way.

POLICE ESCORT NEEDED:  Yes  No

PARADE ROUTE PROVIDED WITH APPLICATION:  Yes  No

PROPOSED ROUTE: \_\_\_\_\_

Date and time Parade will start: \_\_\_\_\_  A.M.  P.M.

Date and time Parade will end: \_\_\_\_\_  A.M.  P.M.

**EVENT DETAILS**

**SITE MAP:** All applicants must provide a drawing of the event area and are due at application. Site map must be legible, be pre approved by Village Staff, and include and/or identify the following, if applicable:

- Lot lines
- Fire Hydrants
- Tents
- Table and chair diagram
- Bicycle Routes (including route into and out of town)
- All bicycle events will utilize the Village's Hike and Bike Trail
- Label roads and closest cross roads
- Locate and label buildings
- Portable Restrooms
- Placement of food vendors
- Sidewalks
- Parking lots
- Ingress and egress points
- Parade Route
- All proposed modifications

WILL MUSIC BE PROVIDED DURING THIS EVENT:  Yes  No

TYPE OF MUSIC PROPOSED:  Live  Amplification  Recorded  Loudspeakers

PROPOSED TIME MUSIC WILL BEGIN: \_\_\_\_\_ END: \_\_\_\_\_  
(NO LATER THAN 10 P.M.)

**FOOD VENDORS/CONCESSIONS:** (Contact Emmet or Cheboygan County Health Department)

Yes  No  Provide Copy of Health Department Food Service License

WILL ALCOHOL BE SERVED AT THIS EVENT:  Yes  No

- Provide Copy of Liquor Liability Insurance  
See page 4 for required language naming the Village as an additional insured
- Provide Copy of Michigan Liquor Control License

If yes, describe measures to be taken to prohibit the sale of alcohol to minors: \_\_\_\_\_

COPY OF LIABILITY INSURANCE PROVIDED WITH APPLICATION:  Yes  No

Date insurance binder provided: Fort Michigan Machine  
See page 4 for required language naming the Village as an additional insured

Barnett

WILL FIREWORKS BE APART OF EVENT:  Yes  No

- Provide Copy of Liability Insurance
- Provide Copy of Fireworks Permit  
See page 4 for required language naming the Village as an additional insured

**EVENT SIGNAGE:** Village Council approval is required for any temporary signing in the public right-of-way, across a street or on Village property. Which of the following signs are requested for this event:

**"YARD" SIGNS** - Number requested: \_\_\_\_ (Maximum size is 2' x2'. Cannot be displayed no more than 15 days prior to first day of event and must be removed 24 hours after end of event.)

**SIGNAGE AT EVENT SITE** - Location(s): \_\_\_\_\_

Description of signs: \_\_\_\_\_  
(Signs at event site cannot be displayed prior to day of the event and must at the end of the event.)

**VENDOR PARKING:** Have you made arrangement for vendor parking?  Yes  No  
If yes, where do you propose your vendors park? \_\_\_\_\_

**EVENT LONG TERM PARKING:** Will there be long term parking?  Yes  No  
If yes, from date \_\_\_\_\_ to ending date: \_\_\_\_\_

Long term parking identified on the site map?  Yes  No

**OVERNIGHT CAMPING:** Will there be camping over night?  Yes  No

Name of Facility where camping: \_\_\_\_\_  
If yes, from date: \_\_\_\_\_ to ending date: \_\_\_\_\_

Camp sites identified on the site map?  Yes  No

**TENTS/CANOPIES/MISC:** The Village of Mackinaw City does have tables and/or chairs available for rental. You will need to provide a diagram of the area for set up. Will the following be constructed or located in the event area?:

**BOOTHS - QUANTITY** \_\_\_\_\_  
Size \_\_\_\_\_

**TENTS - QUANTITY** \_\_\_\_\_

**CHAIRS - QUANTITY** \_\_\_\_\_

**AWNINGS - QUANTITY** \_\_\_\_\_

**TABLES - QUANTITY** \_\_\_\_\_

Seating diagram for booths, awnings, tables and chairs provided with application:  Yes  No

**PORTABLE RESTROOMS/TOILETS**

Have you made arrangements to provide portable restroom facilities at your event?  Yes  No

If yes, total number of portable toilets: 2 Number of ADA accessible portable toilets: \_\_\_\_\_

If no, explain: \_\_\_\_\_

Restroom Company Name: Rose's

Address Street: \_\_\_\_\_

City: Charlevoix State: MI Zip: 49721

Telephone Day: \_\_\_\_\_ Evening: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Equipment set up: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Equipment pick up: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Portable restrooms identified on the site map?  Yes  No

**APPLICATION CHECK LIST**

A = Applicant      V = Village

A      V

      Completed Application

      Special Event Fee received on \_\_\_\_\_, receipt no \_\_\_\_\_  
amount: \$ \_\_\_\_\_

      Event Map Received (includes detailed event layout for vendors, booths, portable restrooms, fire hydrants, parking, ingress, egress, roads, sidewalks, table and chair diagram, etc.) *Same as last year*

      Bicycle Route Map (use of the Mackinaw City Dike Trail is required)

      Certificate of Insurance (listing the Village of Mackinaw City, its Village Council, Boards and Commissions, Citizens, Employees and Agents, 102 S. Huron Avenue, Mackinaw City, MI 49701 as an additional insured)

      Ambulance Standby Included with Application paid on \_\_\_\_\_, receipt no. \_\_\_\_\_  
amount \$ \_\_\_\_\_

      Fireworks Permit (if applicable)

      Michigan Liquor Control Commission Special Event License (if applicable)

      Health Department Food Service License (if applicable)

If document is missing, please explain: \_\_\_\_\_

The applicant and sponsoring organization understand and agrees to:

Provide a certificate of insurance with all coverage deemed necessary for the event, naming the Village of Mackinaw City, its Village Council, Boards and Commissions, Citizens, Employees and Agents, 102 S. Huron Avenue, Mackinaw City, MI 49701, as an additional insured on all applicable policies and submit the certificate to the Village Clerk's Office no later than thirty (30) days prior to the event.

Comply with all Village Ordinances and Policies and applicable State laws, and acknowledges that the special event permit does not relieve the applicant or organization from meeting any application requirements of law or other public bodies or agencies.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the Village's review of this application. The applicant and sponsoring organization understand that it may be necessary to meet with Village staff during, as well as after the event, for the review of this application and that Village Council approval is necessary.

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

Applicant further agrees to defend, indemnify and hold harmless the Village of Mackinaw City, Michigan from any claim, demand, suit, loss, cost of expense or any damage which may be asserted, claimed or recovered against or from this Special Event by reason of any damage to property, personal injury or bodily injury,

including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss cost of expense is caused in whole or in part by the negligence of the Village of Mackinaw City or by third parties, or by the agents, servants, employees or factors of any of them.

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.

The Village of Mackinaw City expressly reserves the right in its sole discretion to cancel a private event for Village purposes and the Site user agrees, as a term of its use of a site, to release and waive all claims of any kind (including a claim for consequential damages), against the Village, its officers or employees arising out of cancellation of the user's event.

Is this an annual event?  Yes  No  
Is this event expected to occur next year?  Yes  No  
How many years has this event occurred? 4

Cindy Snider  
Applicant Signature  
Print name of applicant: Cindy Snider

5/6/14  
Date

**VILLAGE USE ONLY – Department representative please initial if approved**

DPW      FACILITY SERVICES  
 POLICE      FIRE      AMBULANCE  
 RECREATION

VILLAGE COUNCIL COUNCIL APPROVAL DATE: \_\_\_\_\_

CONDITIONS, IF ANY: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

VILLAGE MANAGER

**FOR VILLAGE USE ONLY**

**DEPARTMENT OF PUBLIC WORKS**

APPROVED

DENIED

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

Yes  No

- LOADER - MODEL \_\_\_\_\_ TOTAL MEN \_\_\_\_\_ TOTAL MAN HOURS \_\_\_\_\_
- PICK UP TRUCKS \_\_\_\_\_ TOTAL MEN \_\_\_\_\_ TOTAL MAN HOURS \_\_\_\_\_
- OTHER EQUIPMENT \_\_\_\_\_ TOTAL MEN \_\_\_\_\_ TOTAL MAN HOURS \_\_\_\_\_

OTHER SERVICES PROVIDED OR REQUIRED \_\_\_\_\_

SITE MAP APPROVED:  Yes  No

**FACILITIES SERVICES DEPARTMENT**

APPROVED

DENIED

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

Yes  No

- TRASH RECEPTACLES - QUANTITY \_\_\_\_\_  BARRICADES - QUANTITY \_\_\_\_\_
- TRAFFIC CONES - QUANTITY \_\_\_\_\_  PARKING SIGNS - QUANTITY \_\_\_\_\_
- FENCING  WATER  ELECTRIC  RESTROOM CLEANING
- OTHER \_\_\_\_\_

SITE MAP APPROVED:  Yes  No

**MACKINAW CITY POLICE DEPARTMENT**

APPROVED

DENIED

ADDITIONAL OFFICERS REQUIRED?  Yes  No

If yes please describe & include times \_\_\_\_\_

Other (describe): \_\_\_\_\_

PARADE ROUTE RECEIVED AND APPROVED:  Yes  No

POLICE ESCORT NEEDED:  Yes  No LIQUOR APPLICATION RECEIVED AND REVIEWED:  Yes  No

SITE MAP APPROVED:  Yes  No

**MACKINAW CITY FIRE DEPARTMENT**

APPROVED

DENIED

STREET CLOSURES:  Yes  No (use attached map to outline proposed closures)

Street closure date/time: \_\_\_\_/\_\_\_\_/\_\_\_\_  A.M.  P.M.

Street re-open date/time: \_\_\_\_/\_\_\_\_/\_\_\_\_  A.M.  P.M.

SITE MAP APPROVED:  Yes  No

**RECREATION DEPARTMENT**

APPROVED

DENIED

- SHOWERS:  Yes  No
- TABLES:  Yes  No Quantity: \_\_\_\_\_
- CHAIRS:  Yes  No Quantity: \_\_\_\_\_
- CAMPING:  Yes  No (identified on map)
- LONG TERM PARKING:  Yes  No (identified on map)
- PORTABLE RESTROOMS:  Yes  No (identified on map)

SITE MAP APPROVED:  Yes  No

**DRAFT**  
**VILLAGE OF MACKINAW CITY, MICHIGAN**  
**RESOLUTION TO EXTEND MORATORIUM**

In an effort to properly reevaluate and add Section 25.160 to Part 25 of the Compiled Code of the Village of Mackinaw City to regulate the construction and use of wells in the Village, the granting of permission of new wells inside the Village Limits has been temporarily suspended.

IT IS HEREBY RESOLVED that, unless lifted prior, no new wells shall be constructed prior to November 31, 2014 except for wells needed for potable water where Village water is not available.

MOTION BY:

SUPPORTED BY:

AYES:

NAYS:

ABSEN :

RESOLUTION DECLARED

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Lana Jaggi, Village Clerk  
Village of Mackinaw City

I, Lana Jaggi, hereby certify the foregoing is a true copy of a resolution adopted by the Village Council of the Village of Mackinaw City at a meeting held on May 15, 2014, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan.

I have affixed my official signature this 15th day of May, 2014.

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Lana Jaggi, Village Clerk  
Village of Mackinaw City

## Economic Vitality Incentive Program/County Incentive Program Certification of Unfunded Accrued Liability Plan

Issued under authority of 2014 Public Act 34. Filing is mandatory to qualify for payments.

Each city/village/township/county applying for Unfunded Accrued Liability Plan payments must:

1. Certify to the Michigan Department of Treasury (Treasury) that the local unit listed below has produced and made readily available to the public, an Unfunded Accrued Liability Plan. The plan shall be made available for public viewing in the clerk's office or posted on a publicly accessible Internet site as required by 2014 Public Act 34.
2. Submit to Treasury an Unfunded Accrued Liability Plan, if selecting Option 1 of Part 2 below.

**City/village/township:** This certification, along with the Unfunded Accrued Liability Plan, **must be received by June 1, 2014**, to receive the June and August payments or on or before July 31, 2014, to receive the August payment. Post mark dates will not be considered. For questions, call (517) 373-2697.

**County:** This certification, along with the Unfunded Accrued Liability Plan, **must be received by June 1, 2014**, (or the first day of a payment month) in order to qualify for that month's payment. Post mark dates will not be considered. For questions, call (517) 373-2697.

PART 1: LOCAL UNIT INFORMATION			
Local Unit Name <b>Village of Mackinaw City</b>		Local Unit County Name <b>Emmet &amp; Cheboygan</b>	
Local Unit Code <b>301016</b>		Contact E-Mail Address <b>asmith@mackinawcity.org</b>	
Contact Name <b>Adam R. Smith</b>	Contact Title <b>Village Manager</b>	Contact Telephone Number <b>(231) 436-5351</b>	Extension
Website Address, if plan is available online <b>www.mackinawcity.org</b>			Date of Last Audited Financial Report <b>02/28/13</b>
PART 2: STATEMENT OF UNFUNDED ACCRUED LIABILITIES			
Indicate the option that pertains to your local unit:			
<input checked="" type="checkbox"/> <b>1. Unfunded Accrued Liabilities Exist</b> A local unit who has unfunded accrued liabilities pertaining to pensions or other post-employment benefits must attach a plan as required by 2014 Public Act 34.			
<input type="checkbox"/> <b>2. No Unfunded Accrued Liabilities Exist</b> A local unit who does not have any unfunded accrued liabilities pertaining to pensions or other post-employment benefits must provide, in the box below, an explanation of why the local unit does not have any unfunded accrued liabilities.			
PART 3: CERTIFICATION			
<i>In accordance with 2014 Public Act 34, the undersigned hereby certifies to Treasury that the above mentioned local unit has produced an Unfunded Accrued Liability Plan and has made the plan available for public viewing in the city, village, township or county clerk's office, or has posted the plan on a publicly accessible Internet site. The Unfunded Accrued Liability Plan, if required, is attached to this signed certification.</i>			
Chief Administrative Officer Signature (as defined in MCL 141.422b)		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b)	
		<b>Adam R. Smith</b>	
Title		Date	
<b>Village Manager</b>		<b>05/15/14</b>	

Completed and signed form (including required attachment, if selected option 1) should be e-mailed to: [TreasRevenueSharing@michigan.gov](mailto:TreasRevenueSharing@michigan.gov)

If you are unable to submit via e-mail, fax to (517) 335-3298, or mail the completed form and required attachment (if selected option 1) to:

Michigan Department of Treasury  
Office of Revenue and Tax Analysis  
PO Box 30722  
Lansing MI 48909

TREASURY USE ONLY		
EVIP/CIP Eligible Y N	Certification Received	EVIP/CIP Notes
Final Certification	Plan Received	

User: LANA

EXP CHECK RUN DATES 05/09/2014 - 05/09/2014

DB: Mackinaw City

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

INVOICE NUMBER	DESCRIPTION	AMOUNT	VENDOR NAME
1365351104	AT&T MONTHLY	2,795.08	AT&T
251436709804	MARINA FAX CC	59.36	AT&T
287242628779542014	DEPART. CELL PHONES	165.72	AT&T MOBILITY
135017862	W/S PHONE NEW	31.00	AT&T MOBILITY
15031	SUPPLIES FOR SEASON	939.50	ATCHISON PAPER & SUPP
14165601	SERVICE RENEWAL W/S METERS	939.96	BADGER METER INC.
131536	SULPHATE/SEED/LIME	196.28	BLASKOWSKI FEED & SEE
095918	SERVICE CONTRACT 5 1 14-5 1 15	2,678.00	BS&A SOFTWARE
4 22 2014	WEBINAR	10.00	CAPITAL ONE BK(USA),
01264257	TEST MATERIALS	741.34	CCP INDUSTRIES
4/22/2014	MARINA CABLE	107.96	CHARTER COMMUNICATION
231 436 5537	DPW PHONE	377.59	CHARTER COMMUNICATION
5012014	MARINA INTERNET	180.00	CHARTER COMMUNICATION
4/25/2014	VEHICLE PARTS	2,057.78	CHEBOYGAN CARQUEST
197361	SUPPLIES	328.30	COFFMAN HARDWARE
4/1-4/30/14	STREET LIGHT ELECTRIC	599.73	CONSUMERS ENERGY
14804	SPRING 2014 NEWSLETTER	592.43	CROSSROADS INDUSTRIES
4/24/2014	HEAT	1,264.79	DTE ENERGY
04 28 2014	2014 ANNUAL DUES	50.00	EMMET COUNTY FIREFIGH
1020096065	INLINE ACREAGE RAKE	473.46	GEMPLER'S
AP31281	HOLDER PART	115.07	GINOP SALES INC.
20136993	2 SURGE PROTECTORS	150.00	I.T. RIGHT
4/30/2014	DUMPSTER	238.00	LITTLE TRAVERSE DISPO
2105	AMULANCE BILLING	300.00	MHR BILLING
294	2014-2015 DUES	792.00	MICHIGAN MUNICIPAL LE
10854	TASER	1,150.80	MICHIGAN TASER DISTRI
OG958A	OFFICE SUPPLIES	32.02	NATIONAL OFFICE PRODU
OG958A 1	OFFICE SUPPLIES	32.02	NATIONAL OFFICE PRODU
8814	CLEANING SEWER MAIN 502 HURON	750.00	NORRIS CONTRACTING
337326	CHEMICALS	1,073.79	NORTH CENTRAL LABORAT
55462	RADIO PART	155.00	OTEC RADIO COMM. EQUI
55485	RADIO BATTERY	99.00	OTEC RADIO COMM. EQUI
55483	RADIO REPAIR	74.00	OTEC RADIO COMM. EQUI
55484	RADIO BATTERY	55.00	OTEC RADIO COMM. EQUI
55459	RADIO RESISTOR	71.17	OTEC RADIO COMM. EQUI
2014	ELECTRIC SHORES PUMPHOUSE	82.86	PRESQUE ISLE ELECTRIC
.754	OFFICE SUPPLY	13.51	QUILL CORPORATION
2420282	OFFICE SUPPLIES	106.08	QUILL CORPORATION
232192	SUPPLIES FOR SEASON	3,207.08	REINHART FOODSERVICE,
28268	4" METER	3,084.75	SLC METER, LLC
1404031565	SOFTWARE MAINTENANCE	395.00	SPECTER INSTRUMENTS,
00034967	UNDERGROUND TANK STORAGE FEE	100.00	STATE OF MICHIGAN
14-002308	RADIO INSPECTION	100.00	STATE OF MICHIGAN
2683	ICE RINK LOCK	80.00	STEVE'S LOCK & SAFE
003509	THATCHER PARTS	122.38	TAYLOR POWER & SUPPLY
22643	ATTORNEY FEES	1,178.00	TOM H. EVASHEVSKI, P.
1001087	FIELD TURF	1,202.00	TRI-TURF
22052#2	OIL	223.65	VESCO OIL CORP
		29,571.46	

**5/09/2014**

**President Hingston and Council Trustees,**

**MAY 15, 2014 Agenda VII. A.**

**Please refer to information and site plan from the April 17, 2014 agenda packet under VII. C. Humbard Dock Development. There is not any new information available other than what Adam reports in his Manager Report.**