MAYOR
Rocky Gillis

COUNCIL MEMBERS

Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem
Cathy Harris
Wendy Meldrum
Jacob Skarbek

CITY OF ALGONAC
AGENDA FOR REGULAR CITY COUNCIL MEETING
Wednesday November 4, 2026
6:00 p.m.
805 St. Clair River Drive
Algonac, MI 48001

1) Call to Order
2) Roll Call
3) Moment of Silent Prayer
4) Pledge of Allegiance
5) Approve Agenda
6) Presentations
7) Public Comment
    a. **Limited to five (5) minutes per person. See information below.*
8) City Manager Report
9) Consent Agenda
    a. City Council Meeting Minutes Regular Meeting – October 20, 2026
    b. Departmental Reports
    c. Other
        1) Approval of Payment – Approval of Payment – McBride-Manley & Company, P.C. – Charter and Financial Procedures Review
        2) Approval of KCI Proposal for Assessment Notices
        3) Approval of Emergency HVAC Repairs – Algonac Activity Center
10) Unfinished Business
11) New Business
    a) Approval of Bridge to Bay Trail Improvements and Grant Agreement
    b) First Reading of Ordinance No. 2026-09 – Amendment to Golf Cart Ordinance Allowing Nighttime Operation

c) Algonac Activity Center (NAC) – Roof Replacement Change Order
d) Approval of Payment – Community Pool Winterization
e) Emergency HVAC Repairs or Replacement – Algonac Library

12) Accounts Payable of $172,080.76

13) Items for Next Agenda on Wednesday, November 17th at 6:00 pm

14) Council Comment

15) 16) Adjournment

The Michigan Open Meetings Act provides that persons shall be permitted to address the meeting of a public body under the rules established by the public body.

Any person may address the Council once on any matter during Public Comment. All matters shall be addressed through the Chair and no person shall speak longer than five (5) minutes.

The Chair shall not permit abusive, slanderous, or profane remarks about any person. Nothing herein is intended to limit or restrain negative, positive, or neutral comment about the manner in which an individual, employee, officer, official or council member carries out his or her duties in public office or employment.

At the conclusion of a speaker's remarks, the Manager, Mayor, Council or City staff *may* answer, if deemed necessary. Neither the Manager, Mayor, Council nor City staff shall interrupt or engage in debate with speakers or other members of the public during Public Comment.

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the City of Algonac City Clerk at P.O. Box 454, Algonac, Michigan 48001 or (810) 794-9361 x6 or cityclerk@cityofalgonac.org.

CITY MANAGER'S REPORT – October 29, 2026

1. **Lions Field Walking Path** The walking path at Lions Field is nearly complete. The limestone base and asphalt have been installed, with only a few finishing touches remaining, including site restoration, benches, and tree planting. I made a couple of adjustments near the entrances and questioned the height of certain sections of the path. However, the contractor confirmed that the path was constructed according to the engineering design. We also relocated approximately 500 cubic yards of topsoil to improve the grounds at Smith's Field and around the Neighborhood Activity Center (NAC). The improvements look great.
2. **Neighborhood Activity Center Improvements** The flooring contractor has started work in the cafeteria and hallways. Carpet is being installed in the cafeteria, and laminate plank flooring is being installed in the hallways. We had to temporarily adjust the contractor's schedule to accommodate election activities, but work is progressing.
3. **Bridge to Bay Trail** I met with representatives of the Bridge to Bay Trail organization to discuss improvements to the trail through Algonac and better connections with Clay Township. Our focus is on improved signage, pavement markings, and connections to local businesses, parks, and the waterfront. Additional information and recommendations are included in tonight's agenda.
4. **Woodhill Group – Financial Policies and Procedures** Representatives from the Woodhill Group were on-site last Monday. We had an extensive discussion regarding the City's financial policies, procedures, and internal controls. Working with our auditors and City Attorney, they will be recommending several improvements to our financial procedures, including potential amendments to certain provisions of the City Charter. These recommendations are intended to strengthen accountability, improve efficiency, and ensure our procedures are consistent with sound municipal financial practices.
5. **Sale of DPW Property** We successfully closed on the sale of the former DPW property to the Southeast Michigan Utilities Authority (SMUA) for **$200,000**.
6. **Riverfront Boardwalk Improvements** I am currently working on material cost estimates for additional improvements to the riverfront boardwalk. Our goal is to continue making improvements while keeping costs down by utilizing City employees wherever practical. I will provide additional information as the estimates are finalized.

7. **Seasonal Staffing and DPW Operations** We hired additional seasonal help to assist with the City's leaf pickup program. One of the individuals hired has worked for the City in the past and brings valuable experience, having previously held a builder's license and owned a landscaping company. I would like to take advantage of his skills on other City projects as well, particularly as we continue expanding our ability to complete projects in-house rather than relying on outside contractors.
8. **Fire Hydrant Maintenance** The DPW has completed winterization of all **230 fire hydrants** throughout the City. During this process, approximately eight hydrants were identified as needing preventative maintenance. Our crews are addressing those issues to help ensure the hydrants remain reliable and operational. This preventative maintenance is an important part of protecting our water infrastructure and maintaining public safety.
9. The leaf vacuum will be out Nov 2 – 24 & will complete one rotation of the City, starting at the south end. If you miss that window, the last Emterra yard waste pick up will be Friday Nov. 27, the day after Thanksgiving.
10. **Christmas in the 'Nac** December 5, 2026 FREE event includes a Nativity Scene by Woodside Bible Church, Petting Zoo, Christmas Tree Lighting, Hot Chocolate, Hot Dogs, Snacks, Santa & More!
11. **Downriver Goodfellows Paper sale is December 5th**
12. **With the Downriver Goodfellows, Santa** will be at the VFW Sunday December, 13 from 12 – 4
13. A board member wanted me to put the grant information in my report from this year.

Algonac's Congressionally Directed Spending Requests

Senator	Project	Amount	Current Status
Elissa Slotkin	Marine Technical Training Center and Community Center	**$750,000**	Formally submitted to Senate Appropriations
Gary Peters	Sewer Rehabilitation and High-Risk Siphon Replacement	**$750,000**	Formally submitted to Senate Appropriations
Gary Peters	Marine Technical Training Center and Community Center	**$750,000**	Formally submitted to Senate Appropriations
Total		**$2.250,000**	
Congresswoman Lisa McClain	SMUA Wet Weather Retention Project	**$2,800,000**	

STATE GRANTS

1.We are in the middle of $500,000 MDE grant for the activity center. We are in the middle of using It. We have used $205,751.50 so far.

So far the total is $251,499,9, leaving $248,500.09 left to spend.

We will be spending money on a new heating system and other improvements to add useable space.

2. We have a MEDC grant for the pool of $400,000. I am working on closing it out, we should receive $200,000

3. We have 2 DNR active grants

TF21-0147 That I am trying to close out for the Pool. I think Algonac will receive another $40K

RP24-0009 that we are currently using. It is $150K to build a walking path in our Lions Field Park. It is a 75% matching grant.

Artie Bryson, City Manager

Item No: 9
Meeting: 11.4.26

Business of the Algonac City Council

Consent Agenda Statement

Item Title: CITY COUNCIL CONSENT AGENDA STATEMENT

Submitted by: Artie Bryson, City Manager

Summary

The following items are presented for City Council approval under the Consent Agenda:

1. Approval of City Council Meeting Minutes – October 20, 2026
Approval of the minutes from the regular City Council meeting held October 20, 2026.

2. Approval of Payment – McBride-Manley & Company, P.C. – $1,200.00
Approval of payment for professional services related to the review of City Charter provisions concerning budgeting, purchasing, contracts, and payroll procedures, including consultation with the City Attorney.

3. Approval of KCI Proposal for Assessment Notices – $1,932.76
Approval of the KCI proposal for printing, processing, and mailing approximately 2,122 City assessment notices. KCI will bill the City directly rather than processing these expenses through St. Clair County.

4. Approval of Emergency HVAC Repairs – Algonac Activity Center – $2,695.00
Approval of payment to Superior Heating & Cooling, Inc. for emergency repairs following the failure of the main gymnasium air handling unit at the Algonac Activity Center. The work included isolating the failed unit, adding antifreeze coolant, and restoring heating system operation to protect the building from freezing temperatures.

Suggested Action

MOTION: **SECONDED BY:**

To approve the Consent Agenda as presented, including the October 20, 2026, City Council meeting minutes; payment of $1,200.00 to McBride-Manley & Company, P.C.; approval of the KCI proposal for assessment notices in the amount of $1,932.76; and payment of $2,695.00 to Superior Heating & Cooling,

Inc. for emergency HVAC repairs at the Algonac Activity Center, for a total authorized expenditure of $5,827.76.

MAYOR
Rocky Gillis

COUNCIL MEMBERS

Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem
Cathy Harris
Wendy Meldrum
Jacob Skarbek

CITY OF ALGONAC
REGULAR CITY COUNCIL MEETING
Tuesday, October 20, 2026
6:00 p.m.
805 St. Clair River Drive
Algonac, MI 48001

Minutes

Meeting called to Order
Mayor Gillis called the meeting to order at 6:00 p.m.

Roll Call
Present: Councilmembers Gillis, Davey, Harris, Meldrum, Skarbek
Absent: Councilmembers, Bembas and Carter
Others Present: City Manager Artie Bryson and Janet Gieraga

Motion by Davey, supported by Skarbek to excuse council members Bembas and Carter from the meeting.
Ayes: Gillis, Davey, Harris, Meldrum, Skarbek
Nayes: None
Motion Carried

Moment of Silent Prayer
Mayor Gillis called for a moment of silent prayer.

Pledge of Allegiance
Mayor Gillis led the Pledge of Allegiance.

Approve Agenda
Motion by Meldrum supported by Harris to approve the agenda as amended: to reflect Councilwoman Meldrum's requested changes to her comments in the previous meeting's minutes, included in the consent agenda.
Ayes: Gillis, Davey, Harris, Meldrum, Skarbek
Nayes: None
Motion Carried

Presentations

Councilwomen Davey presented an overview of the workplace evaluation conducted by Westbrook Investigations & Consulting LLC.

Public Comment

Kathy Cox, from the Church of Christ inquired about her application for renting a room at the Algonac Activity Center.

City Manager's Report

City Manager Bryson gave a detailed report to City Council.

Motion by Skarbek supported by Harris to amend the golf cart ordinance to allow golf carts with 2 headlights and 2 taillights till 10:00 pm on Halloween night.

Ayes: Gillis, Davey, Harris, Meldrum, Skarbek
Nayes: None
Motion carried

Consent Agenda

Motion by Skarbek, seconded by Meldrum to approve the consent agenda for October 20, 2026, including the October 6, 2026, Regular City Council Meeting Minutes and departmental reports as presented for payment.:

a. City Council Meeting Minutes
   1) Regular Meeting – October 6, 2026
b. Departmental Reports
   1) Blight Enforcement
   2) DPW
   3) Fire Department
   4) Water Department
c. Other
   5) Approval of Payment – 143 Island Court Water Service Line Replacement
   6) Approval of Payment – Water Service Line Replacement State St.
   7) Approval of Payment – Water Tap Installation

Ayes: Gillis, Davey, Harris, Meldrum, Skarbek
Nayes: None
Motion carried.

Unfinished Business

None

New Business

a) Approval of 2027-2030 Ambulance Millage Distribution Agreement Renewal

Motion Harris supported by Davey to approve the 2027–2030 Ambulance Millage Distribution Agreement between the City of Algonac and St. Clair County and authorize the City Manager to execute the agreement on behalf of the City.
Roll Call
Ayes: Davey, Gillis, Harris, Meldrum Skarbek.
Nays: None
Motion carried

b) Approval of Computer Replacements – FY 2026–2027
Motion by Davey supported by Skarbek to approve the purchase of four replacement computers from Centaris, including extended warranties and installation services, in an amount not to exceed $7,251.60, with expenses charged to the respective departmental budgets for FY 2026–2027.
Roll Call
Ayes: Davey, Gillis, Harris, Meldrum Skarbek
Nayes: None
Motion carried

c) Approval of Payment – Emergency Exterior Wall Demolition at the Algonac Activity Center (NAC)
Motion Skarbek supported by Harris to approve payment of $2,896.75 to Southeast Abatement LLC for emergency exterior wall demolition at the Algonac Activity Center, with the expenditure funded through the City's $500,000 MEDC grant for building improvements.
Roll Call
Ayes: Davey, Gillis, Harris, Meldrum Skarbek
Nayes: None
Motion carried

d) Approval for Authorization for City Manager to Serve on St. Clair County Road Commission Board
Motion by Skarbek supported by Harris to authorize City Manager Artie Bryson to accept an appointment to the St. Clair County Road Commission Board, with the understanding that the City Manager's duties and responsibilities to the City of Algonac shall remain his first priority.
Roll Call
Ayes: Gillis, Harris, Meldrum, Skarbek, Davey
Nayes: None
Motion carried

e) To approve Lions Field Park Walking Path Project Revised Version #3
Motion Davey supported by Harris To award the Lions Field Park Walking Path Project to Peake Asphalt, Inc. for $142,500, including the observation bid item pending DNR guidance; approve a 10% contingency of $14,250; approve HRC construction engineering services not to exceed $18,188.80, with duplicated observation charges removed; authorize a total project budget not to exceed $174,938.80; and authorize the City Manager to execute necessary documents, subject to receipt and verification of required bonds and insurance and compliance with DNR grant requirements.

Roll Call
Ayes: Harris, Skarbek, Davey, Gillis
Nayes: Meldrum
Motion carried

f) Approval of Workers' Compensation Insurance Audit and Premium Adjustment; FY 2025–2026

Motion by Davey supported by Skarbek to approve payment of $3,893.00 to Accident Fund Insurance Company of America for the FY 2025–2026 workers' compensation insurance audit premium adjustment.
Roll Call
Ayes: Meldrum, Skarbek, Davey, Gillis, Harris
Nays: None
Motion Carried

Accounts Payable
Motion by Harris supported by Davey to approve accounts payable and payroll in the amount of $473,839.58
Roll Call
Ayes: Skarbek, Davey, Gillis, Harris, Meldrum
Nayes: None
Motion Carried

Items for Next Agenda
- Golf Cart Ordinance
- Civic Plus invoice

Council Comment
Davey
Thanked everyone for coming. Trunk or Treat at the Lions was a lot of fun. Emphasized the importance of being transparent and upfront with residents and stated that the Council takes residents' concerns seriously.

Harris
Thanked everyone for coming and enjoy the weather we are having.

Meldrum
Thanked everyone for coming our. Will review Kathy Cox application for the Activity Center Room. Suggested RFP for auditors and other contracts the city has.

Skarbek -
Thanked everyone for coming.

Gillis

DRAFT

Pierogi Fest was amazing. Trunk or Treat will be at the bonfire on Halloween and at other locations around the city. Thanked Davey for her presentation. Spaghetti Dinner Tuesday to support the Historical Society.

Adjournment
Motion by Meldrum, supported by Skarbek to adjourn the meeting at 7:04 p.m.
Ayes: Skarbek, Davey, Gillis, Harris, Meldrum
Nayes: None
Motion Carried

Signed _____; respectfully submitted _____
Mayor Rocky Gillis City Manager Artie Bryson

DRAFT

Item No: 9c1
Meeting: 11.4.26

Business of the Algonac City Council

Agenda Statement

Item Title: Approval of Payment – McBride-Manley & Company, P.C. – Charter and Financial Procedures Review

Submitted by: Artie Bryson, City Manager

Summary

The City has received an invoice from McBride-Manley & Company, P.C., in the amount of $1,200.00 for professional services related to reviewing the City's Charter provisions and financial procedures.

The review included an examination of Charter requirements concerning budgets, purchasing, and contracts, along with the City's existing purchasing and payroll processes.

As part of this review, McBride-Manley also met with the City Attorney to discuss the interpretation of Charter provisions relating to purchasing authority and contract approvals.

The review was conducted to help clarify responsibilities and ensure City financial procedures are consistent with Charter requirements.

Suggested Action

MOTION: **SECONDED BY:**

MOTION: To approve payment to McBride-Manley & Company, P.C., in the amount of $1,200.00, for professional services associated with the review of City Charter provisions, purchasing procedures, payroll processes, and consultation with the City Attorney.

805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | *FAX* 810.794.4804
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City Council

Mayor	Rocky Gillis
Mayor Pro Tem	Dawn Davey
Councilman	Michael Bembas
Councilman	Ed Carter
Councilwoman	Cathy Harris
Councilwoman	Wendy Meldrum
Councilman	Jacob Skarbek

To: City Manager, Artie Bryson
From: City Treasurer, Alysia Bugg
Subject: Charter Review and Financial Procedures
Date: 10/19/2026

The City has received an invoice from McBride and Manley in the amount of $1,200.00 for services related to reviewing the City Charter provisions concerning the budget, purchases, and contracts, as well as reviewing the City's purchasing and payroll processes.

As part of this work, the auditors also met with the City Attorney to discuss and interpret the applicable Charter provisions to help clarify the requirements and responsibilities involved in these areas.

I am requesting City Council approval to pay the invoice in the amount of $1,200.00 for these services.

Thank you,

Alysia Bugg
City Treasurer
810-794-9361 x9
citytreasurer@cityofalgonac.org

INVOICE

McBride - Manley
& COMPANY P.C.
CERTIFIED PUBLIC ACCOUNTANTS

Certified Public Accountants

1115 S. PARKER STREET (810) 765-4700 MARINE CITY MI 48039

CITY OF ALGONAC
ATTN: ALYSIA BUGG
805 ST CLAIR RIVER DRIVE
ALGONAC, MI 48001

Date: 10/08/2026

Invoice: 23142
Client Id: ALGONAC

Review City Charter related to budget, purchases, and contracts.

Review City processes related to purchasing and payroll.

Meeting with City Attorney regarding interpretation of City Charter related to purchases and contract approval.

Current Amount Due $ 1,200.00

PLEASE REMIT YOUR PAYMENT BY CASH, CREDIT CARD, CHECK, OR MONEY ORDER, PAYABLE TO MCBRIDE-MANLEY& COMPANY P.C.
THERE WILL BE A 3.5% SERVICE FEE ON PAYMENTS MADE WITH CREDIT CARD.

PAYABLE WITHIN 30 DAYS OF RECEIPT. ALL AMOUNTS NOT PAID WITHIN 60 DAYS OF INVOICE DATE WILL BE SUBJECT TO A FINANCE CHARGE OF 1.5% PER MONTH.

Item No: 11c2
Meeting: 11.4.26

Business of the Algonac City Council

Consent Agenda Statement

Item Title: Approval of KCI Proposal for Assessment Notices

Submitted by: Artie Bryson, City Manager

Summary

Historically, the City's personal property statements and assessment notices have been processed and mailed through St. Clair County, with the associated costs subsequently reimbursed by the City.

The City Assessor is recommending that KCI, an existing City service provider, handle the processing and mailing of the City's assessment notices. Under this arrangement, KCI would bill the City directly rather than having the costs processed through the County.

KCI has submitted a proposal dated October 26, 2026, to process and mail approximately 2,122 assessment notices at a total estimated cost of $1,932.76, including postage.

Suggested Action

MOTION: **SECONDED BY:**

Motion to approve the proposal from KCI, dated October 26, 2026, in the amount of $1,932.76 for the printing, processing, and mailing of approximately 2,122 City assessment notices and authorize the City Manager to execute the necessary documents.

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Algonac, MI 48001
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City Council

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Mayor Pro Tem	Dawn Davey
Councilman	Michael Bembas
Councilman	Ed Carter
Councilwoman	Cathy Harris
Councilwoman	Wendy Meldrum
Councilman	Jacob Skarbek

To: City Manager, Artie Bryson
From: City Treasurer, Alysia Bugg
Subject: Approve KCI Proposal for Assessment Notices
Date10/27/2026

Previously, the City's personal property statements and assessment notices were handled through the County, with the costs charged to the City for reimbursement later.

Our Assessor is now proposing to use KCI, the City's current service provider, to handle the mailing of the City's assessment notices. Under this arrangement, KCI will bill the City directly for the service rather than the costs being charged to the County to later be reimbursed by the City.

I am requesting City Council approval of the attached KCI proposal in the amount of $1,932.76 for mailing the City's assessment notices.

Please let me know if you have any questions.

Thank you,

Alysia Bugg
City Treasurer
810-794-9361 x9
citytreasurer@cityofalgonac.org

KCI
create • communicate • connect

3901 East Paris SE
Grand Rapids, MI 49512
616.957.2120 phone
616.957.3026 fax
kentcommunications.com

Proposal

Assessing Dept
City of Algonac
80 St Clair River Dr.
Algonac, MI 48001
Ph: ***Fax:***

Proposal 251296.
Date October 26, 2026

Project
Assessment Notices
Laser Print 1/1 (blk) on 20# White Bond, Fold, Insert x1 into #10 White Double Window Env, (to drive window), Sort & Mail First Class Presort, 1 Mail Date

PDF File

Components
Assessments, #10 Dlbl Window

Quantity of 2,122

Services	***Quantity***	***Setup***	***Minimum***	***Rate***	***per***	***Price***
Assessment Set-up PDF File	1			$145.00	ea	$145.00
Process & Mail Assessments	2,122		$470.00	$200.00	/m	$470.00
Total Cost for Services						**$615.00**

Estimated Postage	***Pieces***	***Rate***	***Postage***
1st Class/5-Digit	2,122	0.62100	$1,317.76200
Total Estimated Postage			**$1,317.76200**
Total Estimated Project Cost	2,122	***Unit Price:*** $0.91	**$1,932.76**

Postage must be paid in advance or on deposit with the Post Office.

Thank you for the opportunity to quote on this project.

Autumn Hoffman

Account ManagerAccount Manager
Phone: (616)957-2120
Fax: (616)957-3026
Email: autumnh@kentcommunications.com

Accepted :

City of Algonac ('CLIENT')

By _____

Name _____

Title _____

Date _____

THIS PROPOSAL CONSISTS OF THIS PAGE AND PARAGRAPH 1-18 ON THE BACK SIDE

Item No: 9c3
Meeting: 11.4.26

Business of the Algonac City Council

Concent Agenda Statement

Item Title: Approval of Emergency HVAC Repairs – Algonac Activity Center

Submitted by: Artie Bryson, City Manager

Summary

The Algonac Activity Center (NAC) recently experienced a catastrophic mechanical failure of the main air handling unit serving the gymnasium.

With colder weather approaching, emergency repairs were necessary to restore heat to the remaining portions of the building and protect the heating system from potential freeze damage.

Superior Heating & Cooling, Inc. was contacted to perform the emergency work, which included isolating the failed air handling unit, adding approximately 100 gallons of No Burst antifreeze coolant to the heating system, and testing the boilers to ensure proper operation.

These repairs were necessary to maintain heat within the building while the City evaluates options for addressing the failed air handling unit.

Suggested Action

MOTION: **SECONDED BY:**

MOTION: Motion to approve payment of $2,695.00 to Superior Heating & Cooling, Inc. for emergency HVAC repairs performed at the NAC.

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810.794.9361 | *FAX* 810.794.4804
www.cityofalgonac.org

FIRE DEPARTMENT

Fire Chief **Joseph J. Doan**

Rental Housing Inspector

TO: Artie Bryson, City Manager

FROM: Joe Doan

DATE: 10/23/26

SUBJECT: Emergency HVAC- NAC

Recently we experienced a catastrophic mechanical failure with the main air handler in the gym at the NAC. With the onset of the changing weather and cold nights, Superior Heating & Cooling was contacted for repairs and service to re-establish heat within the building.

Attached is the invoice for the emergency repairs/service. This service required isolating the main air handler from the system and adding approximately 100 gallons of No Burst anti-freeze coolant to the heating system.

Superior Heating & Cooling, Inc.
8015 Gratiot Ave.
Columbus, MI 48063
586-727-7753
www.superiorheatcoolgeo.com

Superior Since 1993
HEATING & COOLING, INC.

BILL TO
Algonac Community Center
1216 Saint Clair Boulevard
Algonac, MI 48001 USA

JOB ADDRESS
Algonac Community Center
1216 Saint Clair Boulevard
Algonac, MI 48001 USA

Customer Phone (810) 650-9633

INVOICE	INVOICE DATE
84836568	9/24/2026

Completed Date
Payment Term Due Upon Receipt

Description of Work

Added No Burst to system and filled tank. Turned on and tested. Ran Roburs boilers to make sure heat is on. All operational.

TOTAL DUE	$2,695.00
PAYMENT	$0.00
BALANCE DUE	$2,695.00

This invoice is agreed and acknowledged. Payment is due upon receipt. 1/2 deposit to start and the balance due upon completion. A service fee will be charged for any returned checks, and a financing charge of 2% per month shall be applied for overdue amounts. Failure to make payments when due or impairment of customer's credit line shall relieve Superior Heating & Cooling, Inc. of any and all obligations pertaining to work or performance of work. Due to the nature of our trade, if additional repairs are necessary while we are repairing or after we complete our quoted work , our technician will notify the customer that there is work needed and there will be an additional charge.
I find and agree that all work performed by Superior Heating & Cooling, Inc. has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor.

Emergency Repair to Restore heat @ WAC

101 759 0555 931 000

SCANNED
3608

Item No: 11a
Meeting: 11.4.26

Business of the Algonac City Council

Agenda Statement

Item Title: Approval of Bridge to Bay Trail Improvements and Grant Agreement

Submitted by: Artie Bryson, City Manager

Summary

The City of Algonac has been working with the Bridge to Bay Trail organization and the Community Foundation of St. Clair County to improve the bicycle route through Algonac.

A recent survey identified the need for improved trail connections, directional and wayfinding signage, and additional amenities.

The proposed improvements would focus primarily on installing directional signs highlighting local businesses, parks, and waterfront attractions, along with pavement markings to improve bicycle route visibility and connectivity.

These improvements would complement the City's recently installed bicycle repair kiosk and trail map at Lions Field, as well as the new Lions Field walking path.

PROPOSED ROUTE

The existing Bridge to Bay Trail connects to Michigan Street from Algonac State Park.

Administration recommends maintaining Michigan Street north of Smith Street as a shared-use roadway rather than establishing dedicated bicycle lanes, which would require eliminating residential parking on both sides of the street.

Administration also recommends retaining the existing parking lane along St. Clair River Drive to accommodate community events and visitors to Riverfront Park.

Administration proposes utilizing DPW employees for sign installation and coordinating pavement markings with the City's existing street-marking contract scheduled for next spring.

The City will also seek approval to apply eligible in-kind labor and services toward the local match.

Suggested Action

MOTION: **SECONDED BY:**

Motion to approve the proposed Bridge to Bay Trail improvements, maintaining Michigan Street north of Smith Street as a shared-use roadway and preserving existing parking along St. Clair River Drive, and authorize the City Manager to finalize and execute the grant agreement with the Community Foundation of St. Clair County, subject to confirmation of eligible in-kind contributions

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City Council

Mayor	Rocky Gillis
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Councilman	Michael Bembas
Councilman	Ed Carter
Councilwoman	Cathy Harris
Councilwoman	Wendy Meldrum
Councilman	Jacob Skarbek

MEMORANDUM

TO: Mayor and City Council
FROM: Artie Bryson, City Manager
DATE: October 29, 2026
RE: Bridge to Bay Trail Improvements and Grant Agreement

BACKGROUND

The City has been working with the Bridge to Bay Trail organization and the Community Foundation of St. Clair County on improvements to the Bridge to Bay Trail through Algonac.

A recent survey of trail users identified three primary areas where improvements are desired: better trail connections, improved directional and wayfinding signage, and additional amenities along the route.

Algonac has already made progress in these areas. We recently installed a bicycle repair kiosk and trail map at Lions Field and have an additional trail map along the riverfront.

With the completion of our new walking path at Lions Field, we have another amenity that can be incorporated into the Bridge to Bay Trail system.

PROPOSED IMPROVEMENTS

Following discussions with Bridge to Bay representatives, I believe our efforts should concentrate primarily on wayfinding signage and pavement markings rather than constructing additional bicycle lanes.

The proposed improvements would include:

- Installing directional signs identifying local businesses, parks, and waterfront attractions.
- Adding wayfinding signage directing bicyclists to Lions Field, the new walking path, and our riverfront park.
- Improving pavement markings along the existing bicycle route.
- Better connecting the Bridge to Bay Trail with our downtown businesses and recreational facilities.

These improvements would enhance the trail experience while encouraging bicyclists to visit Algonac's businesses and attractions.

MICHIGAN STREET BICYCLE ROUTE

The Bridge to Bay Trail connects with the existing trail from Algonac State Park at Michigan Street.

From that connection south to Smith Street, Michigan Street currently functions as a shared-use roadway for bicycles and vehicles.

Establishing dedicated bicycle lanes along this section would require eliminating on-street parking on both sides of Michigan Street. I believe this may create concerns for residents who currently rely on that parking.

From Howard Street to M-29, Michigan Street already has a designated bicycle lane.

Council needs to determine whether Michigan Street north of Smith Street should remain a shared-use roadway or whether dedicated bicycle lanes should be established. It is not a hi traffic area.

We can have a stand alone bike path or preserve residential parking while improving the visibility of the bicycle route with better signage.

ST. CLAIR RIVER DRIVE

Bridge to Bay representatives also discussed the possibility of utilizing the existing parking lane along St. Clair River Drive as a designated bicycle lane.

I explained that Council has previously expressed its desire to retain this area for parking, particularly during community events and for visitors utilizing Riverfront Park.

Converting this area into a dedicated bicycle lane could create a long-term restriction on parking and would require coordination with MDOT. If we created the bike lane, MDOT would not allow us to go backwards later.

I recommend maintaining the existing parking arrangements along St. Clair River Drive. Bikers would still utilize the lane if it is not busy.

PROJECT COSTS AND GRANT FUNDING

The project is eligible for funding through the Ralph C. Wilson, Jr. Foundation, administered through the Community Foundation of St. Clair County.

The grant provides funding for up to 33% of eligible project costs, with a maximum contribution of $53,860.

The agreement identifies an estimated total project budget of $163,211, including a local match of $109,351.

However, following discussions with Bridge to Bay representatives, including members of its board, there is general agreement that the improvements we are proposing should cost substantially less than the original estimate.

The City's primary expenses would be for engineering, signage, and pavement markings.

Under the agreement, the City is responsible for directly paying for the engineering necessary to complete the project. I have requested drawings showing the proposed pavement markings, but the engineering costs have not yet been determined.

REDUCING THE CITY'S COST

I have proposed that Bridge to Bay provide the directional and wayfinding signs, with City DPW employees performing the installation.

Additionally, the City already has a pavement-marking contract scheduled for next spring. We could incorporate the Bridge to Bay pavement markings into that work.

I have also proposed using the value of DPW labor and other eligible in-kind services toward the City's required local match.

This approach would substantially reduce the City's out-of-pocket expenses while allowing us to complete the improvements.

GRANT AGREEMENT

The attached agreement establishes the funding arrangement between the City and the Community Foundation.

Before executing the agreement, I would like to clarify the actual engineering costs, confirm the eligibility of in-kind services, and ensure the City's financial commitment is based on the final approved project scope rather than the original $163,211 estimate.

RECOMMENDATION

I recommend that City Council:

1. Support the proposed Bridge to Bay Trail improvements, concentrating on wayfinding signage, directional signs, and pavement markings.
2. Maintain Michigan Street north of Smith Street as a shared-use roadway, preserving existing residential parking.
3. Maintain the existing parking arrangements along St. Clair River Drive.
4. Support utilizing City DPW employees for sign installation and pavement markings wherever practical.

5. Authorize the City Manager to finalize the project scope and grant agreement with the Community Foundation, subject to confirmation of eligible in-kind contributions, engineering costs, and limitations on the City's financial obligations.

These improvements will make the Bridge to Bay Trail easier to navigate, better connect bicyclists with our downtown businesses and waterfront amenities, and improve the overall trail experience without requiring significant new construction.

By utilizing existing City resources and coordinating with planned pavement-marking work, we should be able to complete these improvements at a fraction of the original estimated project cost.

BRIDGE TO BAY TRAIL – GRANT AGREEMENT

This Grant Agreement ("Agreement") is entered into as of April 24, 2026 by and between Community Foundation of St. Clair County, a Michigan nonprofit corporation ("Foundation"), and City of Algonac, a Michigan municipal entity ("Grantee").

1. Purpose of Grant

The purpose of this Agreement is to support planning, preliminary engineering activities, and construction funding for the Grantee's designated segment of the Bridge to Bay Trail, named Algonac Bike Route Improvement (the "Project").

2. Project Description

The Project includes planning, feasibility analysis, preliminary engineering, and coordination necessary to advance the Grantee's identified Bridge to Bay Trail segment to a grant-ready stage. In addition, this grant will support the Grantee's efforts towards construction and Project implementation.

Planning and preliminary engineering consultant services for the Project are being provided by The Greenways Collaborative, Inc, which has already commenced work to facilitate progress across participating communities. For this project, The Greenways Collaborative, Inc plans to a. Provide a conceptual sketch of the trail route; b. Coordinate with agencies, including MDOT and DNR, to discuss the concept and determine next steps.

3. Definitions

Preliminary Engineering refers to early-stage engineering activities completed to evaluate feasibility, refine alignment options, identify constraints, develop preliminary cost estimates, and prepare conceptual or schematic-level drawings sufficient to support grant readiness and funding applications.

Final Planning Documents refer to the completion of the remaining technical studies, design development, and engineering documentation prepared by a licensed professional engineering firm, as required to fully complete this phase of the Project and position it for future funding or implementation.

4. Estimated Total Project Cost and Funding Sources

The estimated total cost of the Project is $163,211 (the "Project Budget"). Funding is anticipated from the following sources:

- Up to $53,860 or 33% of the total project, whichever is less, from the Foundation, with the support of the Ralph C. Wilson, Jr. Foundation.

- $109,351 from the Grantee or other sources as the required local match.

The Grantee acknowledges responsibility for securing and contributing its local match portion in accordance with this Agreement.

5. Consultant Engagement and Payment

The Foundation has engaged The Greenways Collaborative, Inc., to provide planning and preliminary engineering services for the Project. The Foundation will pay the consultant directly and apply these costs against the Foundation's share of the Project Budget, reducing administrative burden on the Grantee.

If any funds remain, the Foundation will pay them to the grantee as a reimbursement after the scope of the Project is complete and the local match is met.

The Foundation will track Consultant payments and provide the Grantee with quarterly updates regarding remaining grant funds and anticipated timing of the Grantee's local match obligation.

6. Grantee Responsibilities and Funding Timeline

The Grantee is responsible for securing and committing the local match funds necessary to complete the Project.

Upon completion of the preliminary engineering work by The Greenways Collaborative, Inc, the Grantee shall procure and retain a licensed professional engineering firm to prepare final planning documents and any remaining engineering deliverables required to complete this phase of the Project. It is also the Grantee's responsibility to secure contractors and manage the construction of the Project.

The Grantee shall pay the retained engineering firm and construction contractors directly using its local match funds. Following completion of this phase, the Grantee shall commence submitting a written summary to the Foundation documenting all Project-related costs incurred, including invoices and proof of payment.

Upon verification that the local match requirement has been met, the Foundation shall reimburse the remaining portion of the grant in accordance with this Agreement. The Grantee shall maintain appropriate Project records and provide documentation reasonably requested by the Foundation.

If the Grantee requires assistance in identifying or hiring an engineering firm, the Grantee may work directly with The Greenways Collaborative, Inc. to obtain referrals or technical guidance.

It is important to note that the Foundation will have no involvement in the maintenance or any administrative items having to do with the Project.

7. Use of Funds

Grant funds are restricted solely for Project-related planning, preliminary engineering activities, and construction. Any change in scope or budget requires prior written approval from the Foundation.

8. Term of Agreement

This Agreement shall remain in effect until December 31, 2027, unless extended by written amendment.

9. Public Acknowledgment

The Grantee agrees to acknowledge funding support from the Community Foundation of St. Clair County and the Ralph C. Wilson, Jr. Foundation, in public communications related to the Project.

10. General Provisions

This Agreement shall be governed by the laws of the State of Michigan. Amendments must be in writing and signed by both parties.

IN WITNESS WHEREOF

Community Foundation of St. Clair County
By: _____
Name: Randy Maiers
Title: President & CEO
Date: _____

City of Algonac
By: _____
Name: Artie Bryson
Title: City Manager
Date: _____

Item No:11-b
Meeting:11-4-26

Business of the Algonac City Council

Agenda Statement

Item Title First Reading of Ordinance No. 2026-09 – Amendment to Golf Cart Ordinance Allowing Nighttime Operation

Submitted by: Artie Bryson, City Manager

Summary,

The proposed ordinance amends Chapter 42, Traffic and Motor Vehicles, Article III, Division 5, Section 42-132(10) of the City Code to permit the operation of golf carts on City streets during nighttime hours, provided the golf cart is equipped with specific safety lighting.

Under the City's current ordinance, golf carts are prohibited from operating on City streets during the period beginning one-half hour before sunset and ending one-half hour after sunrise.

The proposed amendment would allow nighttime operation if the golf cart is equipped with:

- **At least two white headlights** visible from a distance of 500 feet to the front.
- **At least two red taillights** visible from a distance of 500 feet to the rear.
- A functioning brake light that illuminates brighter than the taillights when the brakes are applied.
- The required rear red reflector.

All other provisions of the City's golf cart ordinance would remain in effect, including the requirement that operators be at **least 16 years old with a valid driver's license, the maximum operating speed of 15 mph.**

The proposed amendment is intended to provide greater flexibility for golf cart users while improving visibility and safety during nighttime operation.
All other provisions of the City's existing golf cart ordinance would remain unchanged.

MOVED BY: **SECONDED BY:**

Suggested Action
RESOLVED, to introduce Ordinance No. 2026-09, amending Chapter 42, *Traffic and Motor Vehicles*, Article III, Division 5, Section 42-132 of the City Code to permit nighttime operation of golf carts equipped with the required lighting and safety equipment, and to schedule the ordinance for a second reading and consideration for adoption at a subsequent regular meeting of the City Council.

APPROVED/Denied

RESOLUTION NO. 2026 - 09

CITY OF ALGONAC

COUNTY OF ST. CLAIR, MICHIGAN

AN ORDINANCE OF THE CITY OF ALGONAC, ST. CLAIR COUNTY, MICHIGAN TO AMEND CHAPTER 42 OF THE CITY CODE OF ORDINANCES "TRAFFIC AND MOTOR VEHICLES," ARTICLE III "PARKING, STOPPING AND STANDING," DIVISION 5, "GOLF CARTS," SECTION 132 "OPERATION OF GOLF CARTS ON CITY STREETS," BY REVISING SUBSECTION 10 TO PERMIT NIGHTTIME OPERATION.

THE CITY OF ALGONAC ORDAINS:

SECTION 1. AMENDMENT.

Chapter 42, Article III, Division 5, Section 132, Subsection 10 is amended to read as follows:

DIVISION 5. – GOLF CARTS

Sec. 42-132. - Operation of golf carts on city streets.
A person may operate a golf cart on city streets, subject to the following restrictions:

(10) A golf cart shall not be operated on the streets of the city during the period beginning one-half hour before sunset and ending one-half hour after sunrise unless the golf cart is equipped with:

(a) At least two white headlight visible from a distance of 500 feet to the front;

(b) At least two red taillight visible from a distance of 500 feet to the rear;

(c) A functioning brake light that is brighter than the taillight when applied; and

(d) The red reflector required under subsection (3).

SECTION 2. SEVERABILITY

This Ordinance and each of the various parts, sections, subsections, sentences, phrases, and clauses hereof are declared to be severable. If any part, section, subsection, sentence, phrase, or clause is determined to be invalid or unenforceable by a court of competent jurisdiction, it is hereby provided that the remainder of the Ordinance shall not be affected thereby and shall remain in full force and effect.

SECTION 3. REPEAL OF ORDINANCES IN CONFLICT HEREWITH

All Ordinances of the City of Algonac or any parts or provisions thereof, to the extent that they are contrary to or inconsistent with the provisions of the within Ordinance, are hereby expressly repealed.

SECTION 4. RATIFICATION

All other provisions of the code of Ordinances of the City of Algonac, Michigan except as herein modified or amended are hereby expressly ratified and affirmed.

SECTION 5. PUBLICATION

This Ordinance shall be published in accordance with the terms, provisions, and requirements of the City Charter of the City of Algonac, Michigan, and in accordance with and to the extent required by the statutes of the State of Michigan.

SECTION 6. EFFECTIVE DATE

This Ordinance shall take immediate effect upon publication in accordance with the provisions and requirements of the City Charter of the City of Algonac.

ORDINANCE DECLARED ADOPTED.

_____
Rocky B. Gillis, Mayor
City of Algonac, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Algonac, County of St. Clair, State of Michigan, at a regular meeting of the City Council held on the _____ day of September, 2026, and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Members Present: _____

Members Absent: _____

It was moved by Member _____ and supported by Member _____ to adopt the Ordinance.

Members voting yes: _____

Members voting no: _____

The Ordinance was declared adopted by the Mayor and has been recorded in the Ordinance book of the City of Algonac.

_____

, City Clerk
City of Algonac, Michigan

INTRODUCED:
ADOPTED:
PUBLISHED:
EFFECTIVE:

- **Sec. 42-132. - Operation of golf carts on city streets.**

A person may operate a golf cart on city streets, subject to the following restrictions:

(1)

A person shall not operate a golf cart on any street unless he or she is at least 16 years old and is licensed to operate a motor vehicle.

(2)

The operator of a golf cart shall comply with the signal requirements of MCL Section 257.648, as amended, that apply to the operation of a vehicle.

(3)

All golf carts are required to have a red reflector on the rear of the golf cart that shall be visible from distances up to 500 feet when in front of lawful low beams of headlamps on a motor vehicle.

(4)

The operator of a golf cart shall obey by all sections pertaining to traffic in the Michigan Vehicle Code and the Uniform Traffic Code.

(5)

A person operating a golf cart upon a roadway shall ride as near to the right side of the roadway as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction.

(6)

A person shall not operate a golf cart on a state trunk line highway. This subsection does not prohibit a person from crossing a state trunk line highway when operating a golf cart on a street of the city, using the most direct line of crossing.

(7)

Where a usable and designated path for golf carts is provided adjacent to a road or street, a person operating a golf cart shall be required to use that path. A golf cart shall not be operated on a sidewalk constructed for the use of pedestrians.

(8)

A person operating a golf cart shall not pass between lines of traffic, but may pass on the left of traffic moving in his or her direction in the case of a two-way street, or on the left or right of traffic, in an unoccupied lane, in the case of a one-way street.

(9)

A golf cart shall be operated at a speed not to exceed 15 miles per hour and shall not be operated on a roadway or street with a speed limit of more than 30 miles per hour except to cross that roadway or street.

(10)

A golf cart shall not be operated on the streets of the city one-half hour before sunset or one-half hour after sunrise.

(11)

An operator or a passenger in a golf cart is not required to wear a crash helmet.

(12)

A golf cart shall not be used to carry more persons at one time than the number for which it is designed.

(13)

A golf cart operated on a street of the city is not required to be registered under the Michigan Vehicle Code for purposes of section 3101 of the Insurance Code of 1956, 1956 PA 218, MCL Section 500.3101, as amended.

(14)

A golf cart shall not be operated during weather events with snow and/or ice on the ground.

(15)

Golf carts shall not be operated on a road or street in a negligent manner, endangering any person or property, or obstructing, or impeding the lawful course of travel of any motor vehicle or the lawful use by any pedestrian of public streets, sidewalks, paths, trails, walkways or parks.

(16)

Off-road vehicles, such as Gators, all-terrain vehicles (ATVs), a multitrack or multi-wheel drive vehicle, dune buggy, or like-vehicles are not considered golf carts.

(17)

This section does not apply to a police officer, city officials, employees, contractors or volunteers operating a golf cart in the performance of city duties.

(Ord. No. 2018-05, § 1, 10-16-2018)

- **Sec. 42-133. - Parking regulations.**

The parking, stopping, and standing regulations provided in the city Code, which may be adopted by reference therein, shall also apply to golf carts operated in the city, as if they are motor vehicles under those provisions.

(Ord. No. 2018-05, § 1, 10-16-2018)

Item No: 11c
Meeting: 11.4.26

Business of the Algonac City Council

Agenda Statement

Item Title: Algonac Activity Center (NAC) – Roof Replacement Change Order

Submitted by: Artie Bryson, City Manager

Summary

The City previously approved a contract with GC Commercial Roof Systems, Inc. for roof replacement at the Algonac Activity Center (NAC), located at 1216 St. Clair Boulevard.

During construction, the contractor discovered that additional deteriorated wood decking and structural wood components required replacement beyond the quantities originally anticipated. These additional materials were necessary to properly complete the roof installation and ensure the integrity of the new roofing system.

The contractor has submitted Invoice #1287, dated October 5, 2026, documenting the additional wood materials totaling $4,751.50.

Suggested Action

MOTION: **SECONDED BY:**

Motion to approve a change order to GC Commercial Roof Systems, Inc. in the amount of $4,751.50 for additional wood replacement associated with the Algonac Activity Center roof replacement project, increasing the contract amount to $105,251.50.

INVOICE

GC Commercial Roof Systems Inc.
40951 Irwin Dr
Harrison Township, MI 48045-1327

loriraf88@yahoo.com
+1 (586) 961-6735
www.gcroofingservice.com

Bill to
ARTIE BRYSON
CITY OF ALGONAC

Ship to
ARTIE BRYSON
CITY OF ALGONAC

Shipping info
Ship date: 10/05/2026

Invoice details
Invoice no.: 1287
Terms: Due on receipt
Invoice date: 10/05/2026
Due date: 10/06/2026

#	Date	Product or service	Description	Qty	Rate	Amount
1.		**NEW ROOF**	1216 ST. CLAIR BLVD. - COMPLETION OF ROOF	1	$100,500.00	$100,500.00
2.		**WOOD NAILER**	1"X2"	24	$3.00	$72.00
3.		**WOOD NAILER**	2"X12"	44	$5.50	$242.00
4.		**WOOD NAILER**	2"X4"	165	$3.50	$577.50
5.		**WOOD NAILER**	2"X8"	200	$4.50	$900.00
6.		**WOOD NAILER**	1"X6"	240	$7.00	$1,680.00
7.		**DECKING**	4'X8' (5)	160	$8.00	$1,280.00

Total **$105,251.50**

Ways to pay

VISA BANK

Overdue 10/06/2026

View and pay

40951 Irwin Drive
Harrison Twp., M 48045
o (586) 961-6735
c (586) 335-8177
e loriraf88@yahoo.com
w www.gcroofingservice.com

Commercial Roofing Systems

- EPDM
- TPO
- PVC
- Modified
- Repairs
- Coatings
- Maintenance
- Standing Seam Metal

JUNE 19, 2026

CITY OF ALGONAC
805 ST. CLAIR RIVER DR.
ALGONAC, MI 48001
ARTIE BRYSON
810-794-9362
citymanager@cityofalgonac.org

RE: SAINT CATHERINE CATHOLIC CHURCH ELEMENTARY SCHOOL – 1216 ST. CLAIR BLVD. ALGONAC, MI 48001 - MAIN ROOF (TEAROFF)

* FOLLOW MIOSHA SAFETY REGULATIONS
* TEAROFF EXISTING ROOFING MATERIAL
* REMOVE NON-WORKING PENETRATIONS
* REPLACE ROTTEN DECKING @ $11.50 PER SQ. FT.
* INSTALL (1) LAYER OF 2.0" ISO INSULATION
* INSTALL TAPERED SADDLES AS NEEDED FOR POSITIVE DRAINAGE
* INSTALL DRAIN TARGETS
* INSTALL A 60 MIL TPO/ EPDM ROOF SYSTEM & TIE INTO EXISTING ROOF
* FLASH @ WALLS, DRAINS, HVAC, PIPES, AND ALL PENETRATIONS
* INSTALL A REINFORCED PERIMETER STRIP
* INSTALL WATER BLOCK AS NEEDED
* INSTALL 24 GA METAL EDGING/COPING
* INSTALL 24 GA COMMERCIAL GUTTERS & DOWNSPOUTS
* HAUL AWAY DEBRIS
* 20 YEAR NDL (NO DOLLAR LIMIT) MANUFACTURER MATERIAL/LABOR WARRANTY

CAFETERIA (APPROX 4,500 SQ.FT.) **$ 58,000.00**

GYMNASIUM - REAR (APPROX 3,000 SQ.FT.) **$ 39,000.00**

STORAGE ROOM (APPROX 4,500 SQ.FT.) **$ 58,000.00**

PRICES VALID FOR 30 DAYS (DUE TO CONSTANT MATERIAL PRICE INCREASES, MUST BE REQUOTED AFTER THIS TIME)

PAYMENT TERMS: 1/2 DOWN AND BALANCE DUE @ COMPLETION

SEE UNIT PRICING FOR ADDITIONAL ITEMS

Warranty: is only valid upon receipt of final payment in full. If final payment is not received within the specified terms, the customer/owner may not receive the warranty, voiding any additional services or responsibilities from GC Commercial Roof Systems.

Interest: Any sums herein, which are not paid when due shall bear a 1.5% monthly charge from the date of original invoice.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. All mechanical, electrical, lighting and drop ceiling hardware that is attached to the metal roof deck shall be the building owner's responsibility to remove before any rotten decking is replaced. The building owner is responsible for any/all interior protection of equipment, machines, etc. Any additional electrical, plumbing, & HVAC work, if needed, will be subject to an additional charge. Any delays or extra return trips needed as a result of others may also be subject to additional costs associated.

Authorized Signature: _____ GC Commercial Roof Systems

Acceptance of Proposal: The above price specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified.

Date 7-21-26 Signature _____

Item No: 11d
Meeting: 11.4.26

Business of the Algonac City Council

Agenda Statement

Item Title: Approval of Payment – Community Pool Winterization

Submitted by: Artie Bryson, City Manager

Summary

Following the successful reopening of the Algonac Community Pool this summer, the Department of Public Works (DPW) coordinated the winterization of the pool and splash pad to protect the City's investment during the winter months.

Due to the additional equipment and complexity of the renovated facility, including the new heating system and splash pad, DPW Foreman Joe Vernier arranged for Advanced Pool Services, Inc. to assist City staff with the winterization process.

Advanced Pool Services previously winterized the facility when the new pool cover was installed. This year, DPW employees worked alongside the contractor and documented the procedures necessary to properly winterize the pool and associated equipment.

With this training and hands-on experience, DPW intends to perform the winterization in-house in future years, eliminating the need for this annual contracted service and reducing future operating costs.

Suggested Action

MOTION: **SECONDED BY:**

Motion to approve payment of $1,500.00 to Advanced Pool Services, Inc., for winterization services performed at the Algonac Community Pool.

Algonac Public Service Dept

Memo

To: Artie Bryson, City Manager

From: Joe Vernier DPW Foreman

Date: 10-28-2026

Re: Pool Winterizing

Artie,

I have attached an invoice from Advanced Pool Services for winterizing the Algonac Community Pool this year. I contacted Advanced Pools to have them come out and help the DPW winterize the pool this year. Last year Advanced Pool winterized it when they installed the pool cover. The new pool is more in depth than the old pool was. The DPW was onsite this year and worked hand in hand with Advanced Pools on winterizing the pool and splash pad this year. Being the new pool, having a heater and a splash pad I wanted to make sure that we were winterizing it the proper way. The DPW took detailed notes on the steps for winterizing it. The DPW will be winterizing it from now on. I would ask that council approve the invoice for the work that was performed by Advanced Pools .

Respectfully,

Joe Vernier, Algonac DPW Foreman

Advanced Pool Services, Inc
P.O. Box 233
Milford, MI 48381
+12488898846
Advancedpool@comcast.net

Invoice

BILL TO	SHIP TO
City of Algonac 805 St Clair River Dr Algonac, MI 48001	City of Algonac 1833 Michigan St Algonac, MI 48001

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
24200	10/26/2026	$1,500.00	11/01/2026	Due on receipt	

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
CLOSE/WINTERIZE - COMMERICAL	Winterized Pool Surge Tank, Features, Gutter and Main Drains	1	1,500.00	1,500.00

We appreciate your business and look forward to servicing you again soon!

SUBTOTAL	1,500.00
TAX	0.00
TOTAL	1,500.00
BALANCE DUE	**$1,500.00**

Credit Card Payments Will Accrue a 3% Convenience Fee

Item No: 11e
Meeting: 11.4.26

Business of the Algonac City Council

Agenda Statement

Item Title: Emergency HVAC Repairs or Replacement – Algonac Library

Submitted by: Artie Bryson, City Manager

Summary

The City was recently informed that both furnaces serving the Algonac Library have failed. With winter approaching, immediate action is necessary to restore reliable heat, maintain library operations, and prevent potential damage to the building.

Climate Pros has submitted a proposal totaling $24,000 to replace both furnaces and their associated air-conditioning systems.

Under the City's 2007 agreement with the St. Clair County Library System, building maintenance and capital repairs appear to be the City's responsibility. Administration intends to discuss potential financial participation with the Library System.

Before committing to the proposed replacement, Administration would like to obtain additional professional opinions, evaluate repair versus replacement options, and solicit competitive pricing to ensure the most cost-effective solution.

Suggested Action

MOTION: **SECONDED BY:**

Motion to authorize the City Manager to obtain additional evaluations and competitive proposals and proceed with the necessary HVAC repairs or replacement at the Algonac Library, including associated cooling equipment if determined necessary, at a total cost not to exceed $24,000, and to select and contract with a qualified contractor offering the most cost-effective solution.

805 St. Clair River Drive
Algonac, MI 48001
810.794.9361 | *FAX* 810.794.4804
www.cityofalgonac.org

City Council

Mayor	Rocky Gillis
Mayor Pro Tem	Dawn Davey
Councilman	Michael Bembas
Councilman	Ed Carter
Councilwoman	Cathy Harris
Councilwoman	Wendy Meldrum
Councilman	Jacob Skarbek

MEMORANDUM

TO: Mayor and City Council
FROM: Artie Bryson, City Manager
DATE: October 29, 2026
RE: Emergency HVAC Replacement – Algonac Library

BACKGROUND

I was recently informed that both furnaces serving the Algonac Library have failed and require attention. With winter approaching and temperatures beginning to drop, we need to address this situation promptly to ensure the library can continue operating safely and to prevent potential damage to the building.

Climate Pros has submitted a proposal totaling **$24,000** to replace both furnaces and their associated air-conditioning systems. The proposal includes $12,000 for each complete heating and cooling system.

While I recognize the urgency of restoring heat, I also want to ensure the City is making the most cost-effective decision.

LIBRARY AGREEMENT AND FINANCIAL RESPONSIBILITY

I reviewed our existing agreement with the St. Clair County Library System, which dates back to 2007.

Under Section 5 of the agreement, the City is responsible for maintaining the library building, including repairs and building improvements. Section 7 provides for reimbursement of certain operating expenses by the Library System, but does not include major capital improvements or equipment replacement.

Based on the language of the current agreement, the responsibility for replacing the furnaces appears to rest with the City.

However, considering the age of this agreement and the significant cost of replacing major building systems, I intend to open discussions with the St. Clair County Library System regarding possible financial participation in this project.

PROPOSED APPROACH

Although we have received a $24,000 proposal, I do not want to commit the City to that amount without first exploring our options.

My intention is to:

1. Obtain additional professional opinions regarding the condition of both furnaces and determine whether replacement is necessary or repairs are feasible.
2. Request additional competitive pricing for the work.
3. Determine whether replacing the air-conditioning systems at the same time is necessary or whether the City can reduce costs by addressing only the heating equipment.
4. Proceed with the most practical and cost-effective solution while ensuring the building has reliable heat for the winter.

REQUEST FOR COUNCIL AUTHORIZATION

Given the urgency of the situation, I am requesting that City Council authorize an expenditure **not to exceed $24,000** for the repair or replacement of the library's heating and associated cooling equipment.

This authorization would allow me to obtain additional estimates, evaluate alternative solutions, negotiate pricing, and select the most cost-effective qualified contractor without having to delay the project until another Council meeting.

The $24,000 would be a maximum authorization, not an approval to automatically spend the full amount.

My goal is to restore reliable heat as quickly as possible while minimizing the City's financial exposure.

Any financial assistance obtained from the Library System would further reduce the City's overall cost.

RECOMMENDATION

I recommend that City Council authorize the City Manager to proceed with the necessary HVAC repairs or replacement at the Algonac Library at a total cost not to exceed $24,000, with the authority to obtain additional professional evaluations, solicit alternative proposals, negotiate pricing, and select a qualified contractor.

This approach provides the flexibility needed to respond promptly while protecting the City's financial interests.

With winter approaching, we cannot afford to leave the building without reliable heat. At the same time, we have a responsibility to make sure we are spending taxpayer dollars wisely.

Climate Pros Inc.
54249 Gratiot Ave
Chesterfield, MI 48051

Phone: (810) 794-2200
Sales@Climateproshvac.com
www.climateproshvac.com

Bill to
Algonac Library
2011 St Clair River Dr
Algonac, Mi 48001

Ship to
ALGONAC LIBRARY
Algonac City Library
2011 St Clair River Dr
Algonac, Mi 48001

Work Order Description
MAINTENANCE

Quote Date: 10/26/2026 Sales Rep: Ryan G. Quote Expiration Date: 11/25/2026

Quote #: q16409

furnace #1 door side

Total: $12,000.00



Item	Description	Equipment	Quantity	Price	Amount
DR80SN1005CX	100K BTU 80% R32 FURNACE UPFLOW 1STAGE 12 Year Parts 6 Year Unit Replacement 2 Year labor Warranty		1	$4,600.00	$4,600.00
DC3SEN4810	4 TON 13.4 SEER2 CONDENSER R32 Matched Coil TXV Lineset, Whip, Pad and Disconnect 12 Year Parts Warranty 6 Year Unit Replacement Warranty 2 Year Labor		1	$7,400.00	$7,400.00

Subtotal: $12,000.00

Tax: $0.00

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Total: $12,000.00

furnace #2 back side

Total: $12,000.00



Item	Description	Equipment	Quantity	Price	Amount
DR80SN1005CX	100K BTU 80% R32 FURNACE UPFLOW 1STAGE 12 Year Parts 6 Year Unit Replacement 2 Year labor Warranty		1	$4,600.00	$4,600.00
DC3SEN4810	4 TON 13.4 SEER2 CONDENSER R32 Matched Coil TXV Lineset, Whip, Pad and Disconnect 12 Year Parts Warranty 6 Year Unit Replacement Warranty 2 Year Labor		1	$7,400.00	$7,400.00

Subtotal: $12,000.00

Tax: $0.00

Total: $12,000.00

Item No: 12
Meeting:11.4.26

Business of the Algonac City Council

Agenda Statement

Item Title: Approval of Bills Payable

Submitted by: Artie Bryson, City Manager

Summary

The attached bills payable report has been prepared for City Council review and approval.

The total bills payable amount is $172,080.76, representing City expenditures and obligations incurred through the normal course of municipal operations.

The report is submitted for Council's review and authorization of payment.

MOTION: **SECONDED BY:**

Motion to approve the Bills Payable in the total amount of $172,080.76, **as presented.**

TO: ALGONAC CITY COUNCIL		11/4/2026			Item #12
FROM: ALYSIA BUGG, TREASURER					
10/29/2026					
BANK ACCOUNT	**DATES**	**CHECK NUMBERS**	**AMOUNT**		**TOTAL**
AP	10/20/2026	54591-54596	$ 45,791.38		
AP	10/29/2026	54597-54627	$ 52,764.34		
TAX	10/19/2026	6715-6717	$ 8,062.27		
EFT	10/20/2026	545-547(E)	$ 3,298.49		
EFT	10/27/2026	548-549(E)	$ 120.14		
					$ 110,036.62
PAYROLL	**DATES**	**CHECK NUMBERS**	**AMOUNT**		
Direct Deposits	10/23/2026	DD14556-DD14578	$ 29,229.32		
EFT	10/21/2026	#1093	$ 3,332.06		
EFT	10/21/2026	#1094	$ 13,177.22		
EFT	10/21/2026	#1095	$ 5,594.92		
EFT	10/23/2026	#1096	$ 1,345.17		
EFT	10/28/2026	#1097	$ 9,365.45		
					$ 62,044.14
Assuming Council approves all transactions, the following motion would be in order:					
Resolved, that the City Council approves accounts payable and payroll as submitted for a total of:					$ 172,080.76
		Direct Deposit	**$29,229.32**		
		Total Payroll #1256	**$ 57,638.45**		