

# CITY OF MACKINAC ISLAND

## AGENDA

### REGULAR CITY COUNCIL MEETING

Wednesday, March 04, 2026 at 2:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

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**I. Call to Order**

**II. Roll Call**

**III. Pledge of Allegiance**

**IV. Additions to / Adoption of Agenda**

**V. Approval of Minutes**

[a.](#) Minutes of the Regular City Council Meeting held on February 18, 2026

**VI. Approval of the Treasurer's Report**

[a.](#) March 4, 2026 Treasurer's Report

**VII. Approval of Payments for:**

[a.](#) March 5, 2026 Payroll

[b.](#) March 4, 2026 Payables

**VIII. Committee Reports**

**IX. Correspondence**

[a.](#) Email from Attorney Evashevski regarding setting Public Safety and Ordinance Committee meetings

**X. Old Business**

[a.](#) Discussion and / or action regarding the 2026 Marine Rescue Slip Rental Agreement with the DNR

[b.](#) Request for approval of a Competitive Event Application, submitted by Knights of Columbus

c. GHMI Resort Holdings Zoning Board of Appeals Hearing & Meeting date

**XI. New Business**

[a.](#) Discussion and / or action regarding Letter of Agreement for temporary partial furlough with Cpl. Dziobak

- [b.](#) Request for approval to cancel the April 15, 2026 Zoning Board of Appeals Hearing & Meeting due to lack of an agenda
- [c.](#) Request for approval to adopt the 2026 Rental Bicycle License Ordinance
- [d.](#) Discussion and / or action regarding Zoning Ordinance amendments regarding the Zoning Board of Appeals make-up
- [e.](#) Discussion and / or action regarding the adoption of the amended Electric Bicycle Ordinance
- [f.](#) Discussion and / or action regarding the implementation of a new Electric Bicycle License Application
- [g.](#) Discussion and / or action regarding the adoption of the amended Noise Ordinance
- [h.](#) Discussion of proposed amendments for the License and Permit fees and Rates Ordinance for the 2026 / 2027 licensing year
- [i.](#) Discussion and / or action regarding RFP's and bidding processes for City contracts
- [j.](#) Request for approval of a new laptop for the Clerk's Office
- [k.](#) Discussion and / or action regarding the proposed elevator service and repair orders from Otis Elevator
- [l.](#) Discussion and / or action regarding the 2026 Service Agreement with Mackinac Island Service Company
- [m.](#) Request for approval of a trailer permit, submitted by Craig Beeck, for a tool trailer to complete his siding project at his store – My Front Porch, 7541 Market Street
- [n.](#) Request for approval of (2) trailer permits, submitted by Craig Beeck, for (2) deliveries of store merchandise
- [o.](#) Request for approval to enter in to closed session to discuss ongoing litigation

## **XII. Miscellaneous / General Council Discussion / Additional Agenda Items**

## **XIII. Adjournment**

REGULAR CITY COUNCIL MEETING MINUTES

Wednesday, February 18, 2026 at 2:00 PM

City Hall – Council Chambers, 7358 Market St., Mackinac Island, Michigan

**I. Call to Order**

Mayor Doud called the meeting to order at 2:00 pm

**II. Roll Call**

PRESENT

- Richard Chambers
- Tom Corrigan
- Steven Moskwa
- Anneke Myers
- Lindsey White
- Jason St. Onge

ABSENT

- Trista France, Mayor’s Assistant
- Kaitlynn Bazinau, City Treasurer

**IV. Additions to / Adoption of Agenda**

Motion made by Moskwa, seconded by Myers, to adopt the agenda as presented.  
 Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

**V. Approval of Minutes**

- Minutes of the Regular City Council Meeting, held on February 4, 2026, were presented
  - o Mayor Doud stated that the minutes stood approved as presented.

**VI. Approval of the Treasurer's Report**

- The February 18, 2026 Treasurer's Report was presented.
  - o Mayor Doud stated that the report would be placed on file as presented.

**VII. Approval of Payments for:**

Motion made by White, seconded by Chambers, to pay the bills & payroll as presented, with the following bills to be paid from the Forest Way Townhomes (FWTH) Debt Account:

- Argent Industrial Trust (FWTH Phase III)
- Capital One Public Funding (FWTH Phase II)

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

**VIII. Committee Reports**

Finance Committee - Feb. 17, 2026, 10:00 am

- Fund balance was at \$1.64 million as of March 31, 2025
  - o Currently at a loss of \$1.269 from current fiscal year, reducing the balance to roughly \$370,000 by end of the current fiscal year
  - o Legal & litigation, Ice Storm, & Police Department overtime wages have been the main issue
- Councilwoman Myers recommendations for the remaining of the fiscal year
  - o Short term - increase mileage levy while in litigation
  - o Long term - to begin building back the reserve balance
  - o Looking at a 2.8% wage increase across the board for 2026/2027 budget
    - March 18th budget work shop - 2:00 pm

**X. Old Business**

2026 Marine Rescue Slip Rental Agreement with the DNR

- Mayor Doud is in negotiation with DNR to possibly get the fee "in kind"
- Commander Arabie has sent out a draft of the letter Mayor Doud requested at the last meeting

Motion made by White, seconded by St. Onge, to table for another two (2) weeks for further information from Mayor Doud.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Competitive Event Application, submitted by Knights of Columbus

- Will have four (4) spots with observers from KOC to keep walk on sidewalk - per KOC
- KOC will get with Midge to go over place for "observers"
- Looking to see if start time can be pushed back to 10:30 am

Motion made by Myers, seconded by Moskwa, to table the application for an additional two (2) weeks.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

**XI. New Business**

Authorization for Mayor's Assistant Trista France to re-apply to the Community Foundation to obtain grant funding in the amount of \$70,000.00, with a \$10,000.00 match, for landscaping at the Forest Way Townhomes

- Roughly \$90,000.00 left in the FWTH Ph4 bond account
- Original application asking for \$80,000.00 to the Community Foundation was denied
  - Community Foundation sent the application back with the request of the contribution of some City funding

Motion made by Myers, seconded by St. Onge, for the City to contribute \$10,000.00 from the FWTH Phase 4 bond account and to authorize Mayor's Assistant Trista France to reapply for the grant requesting \$70,000.00.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Proposed 2026 quarterly meeting schedule for Zoning Board of Appeals (ZBA) hearings & meetings

- Schedule is subject to change
- Alternates for ZBA

Motion made by St. Onge, seconded by White, to adopt the 2026 annual schedule of hearings and meetings for the Zoning Board of Appeals, as prescribed by the City Clerk, with the amended deadline date for September meeting.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Discussion and / or approval regarding the following agreements, submitted by Chief Miedzianowski:

- Police Officers Labor Council Union Letter of Agreement (LOA)
  - Motion made by Myers, seconded by White, to accept the Letter of Acceptance with Justin Bradford.
  - Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge
- Chief of Police Employment Contract Addendum
  - Motion made by White, seconded by Moskwa, to accept the employment contract addendum with Dwayne Miedzianowski, Chief of Police.
  - Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Hanging Basket Contract with St. Ignace In Bloom for the 2026/2027 Fiscal Year

- Proposed for a three (3) year contract (2026 – 2028)

Motion made by Myers, seconded by White, to approve the contract for the 2026 season, to be paid by the Tourism Bureau.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Country Cleaning contracts for the 2026/2027 Fiscal Year

- Cleaning of the Public & Library Restrooms
- Tourism bureau contributing \$5,000.00 towards restroom cleaning
- Councilman St. Onge pointed out that this contract has not been put out for bid and he therefore has worries about entering in to multi-year contract
  - Attorney Evashevski noted that bids are not required for this, but Council can choose to do so if they wish

Motion made by Myers, seconded by Moskwa, to accept as a one (1) year contract, and to put the cleaning contracts out for bid for a four (4) year contract by the end of March 31, 2026 for 2027 – 2030.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Discussion of proposed amendments for the License and Permit fees and Rates Ordinance for the 2026 / 2027 licensing year

- Tourist snowmobile permit - raise from \$5 to \$10
  - Council asked Park Manager Myron Johnson to propose this to the State Park Commission
    - Mr. Johnson noted that he had recently discussed this increase with Director Brisson and it is sounding like the State Park would like to proceed with the rise in cost
  - Would like to implement for 2026 / 2027 budget year
- Increase in residential bike license
  - \$3.50 to \$5.00
  - Council was not in favor of this increase
- Bicycle Impound Fees
  - Option one - Increase impound fee to \$40.00
  - Option two – Increase impound fee to \$40.00, then after seven (7) days charge an additional \$10.00 per day for seven (7) days
  - Council and Chief Miedzianowski would like to proceed with option one

- Civil Infractions
  - Council and Chief Miedzianowski would like to proceed with increasing
- Building Department
  - Building Inspector Dave Lipovsky had a few suggestions for increases, which the Council was in favor of
  - Dave will continue to review for other increase options
- Vehicles
  - More movement = more money
  - Looking at adding a fee for any trips / escorts needed within a permitted time

City of Mackinac Island Resolution No. 26-002 – authorizing the Lot Split & Reconfiguration for Jeffrey & Christine Steiner

- Approved by City Assessor Joe Stakoe
- County Equalization requires a resolution approved by the City Council

Motion made by Moskwa, seconded by Corrigan, to adopt the resolution authorizing the lot split and reconfiguration for Jeffrey & Christine Steiner's property located in Hubbard's Annex.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Hoban Hill Relocation of Public Utility Easement

- Relocated water line as shown in exhibit b
- Approved and signed by Hoban Hill representative
  - Attorney Evashevski & DPW Director Allen Burt are in agreeance
- Easement needs to be recorded with County Equalization prior to the Master Deed being recorded

Motion made by Myers, seconded by White, to adopt the easement as presented.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Recreation Department request to proceed with Turtle Park Playground updates

- \$65,000.00 overall cost
  - 1 new piece, moving rocking horses, re-doing ADA ramp, replacement climber, gaga ball pit would be moved over by the pavilion (where wing set is, which has to be removed), some boarder repairs as well
  - Received an award letter from GameTime announcing the receipt of \$11,000.00 in grant funding towards the project
  - Recreation Department has spoken to the Community Foundation regarding grant funding
  - Councilwoman Myers noted that the MIRD board has committed \$15,000.00 to the project
  - Project would begin after October 10, 2026

Motion made by Corrigan, seconded by Chambers, to approve the Recreation Department to re-apply to the community foundation for further assistance

Cheboygan Life Support 4th Quarter Profit & Loss Report

Motion made by Moskwa, seconded by Myers, to place on file.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Police Department's 2025 Year-End report

Motion made by St. Onge, seconded by Myers, to place on file.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Police Department's request to renew the agreement with K9 Handler Sue Stejskal for the Department's Canine / K9 Program

- Midge has secured a donation to cover the \$1,200.00 annual fee
- Sue has training coming up in March - Midge would like to apply to the MICF for money to cover this training (Sue will pick up additional costs) but need an approved agreement for renewal of services to submit to the MICF
- Hourly fee (if needed) can be covered internally by already budgeted funds

Motion made by St. Onge to table for two (2) weeks

- Motion died due to lack of support

Motion made by Corrigan, seconded by Chambers, to renew the agreement for K9 program

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Nays: St. Onge

Police Department's request to apply for a grant through the Mackinac Island Community Foundation for the Department's Canine / K9 Program

Motion made by Corrigan, seconded by Moskwa, to approve the submission to MICF by Midge

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White

Voting Nay: St. Onge

Dykema Law Firm, on behalf of GHMI Resort Holdings, LLC / KSL Capital Partners, LLC, submission of an appeal of a Planning Commission decision – Zoning Board of Appeals Hearing & meeting scheduling

Motion made by Myers, seconded by Corrigan, to place the appeal on the April 15th Zoning Board of Appeals Hearing & Meeting agendas.

Voting Yea: Corrigan, Moskwa, Myers, White, St. Onge

Abstain: Chambers

Temporary vehicle permit application, submitted by Craig Beeck, to replace siding on the My Front Porch building, located at 7541 Market Street. Arrival date is to be determined based on the weather, but planning on the end of March or early April.

- Should only need the lift for four (4) or five (5) days to get the higher spots
- Overnight parking will be at Windermere Point / front of Windermere

Motion made by St. Onge, second by White, to approve the vehicle permit.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Vehicle & trailer permit, submitted by Chicago Yacht Club, for Belonga Excavating to haul and set the finish line trailer at Windermere Point for the 2026 Chicago Yacht Race. Delivery will take place on July 6<sup>th</sup> – vehicle will be stored until removal on July 15<sup>th</sup>.

Motion made by St. Onge, seconded by Moskwa, to approve the vehicle & trailer permits.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

(1) vehicle & (2) trailer permits, submitted by Belonga Excavating, for trenching work at the Visitor Center – 7165 Main St. Vehicle and trailers will arrive the week of February 23<sup>rd</sup> and will be in use for one (1) week.

- Work to be done is between the Visitor Center and Chippewa

Motion made by St. Onge, seconded by Moskwa, to approve the vehicle and trailer permits and to waive the fees.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

(4) vehicle permits, submitted by Belonga Excavating, to haul away overburden from the Jaquiss build – 6948 Main St. Vehicles will arrive the week of February 23<sup>rd</sup> and will be in use for one (1) week.

Motion made by St. Onge, seconded by Corrigan, to approve the vehicle permits.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Motion made by White, seconded by Moskwa, to enter in to closed session at 3:41 to discuss ongoing \ litigation.

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Motion made by Moskwa, seconded by Corrigan, to leave closed session at 4:05 pm

Voting Yea: Chambers, Corrigan, Moskwa, Myers, White, St. Onge

Motion made by St. Onge, Seconded by Myers, to enter in to open session at 4:05 pm

## **XII. Miscellaneous / General Council Discussion / Additional Agenda Items**

Councilman St. Onge inquired where things were at with the approval of change in language to the Noise ordinance

- City Attorney & Clerk both thought a draft had been referred to the Ordinance Committee, but will look in to things further

Chief Miedzianowski discussed S.W.O.T. (Strength, Weaknesses, Opportunities, Threats) training for the department heads & Council

- City does have an appointed SWOT Committee
- Councilman St. Onge noted that he would like Wendy Dawson of Mackinac Island EMS added to the Department Head meetings going forward

David Jurcak of the Grand Hotel inquired where things were at with adding alternates to the Ordinance for Zoning Board of Appeals (ZBA)

- Mr. Jurcak noted that, if needed, the Grand would be willing to postpone their ZBA until June 10<sup>th</sup> so they are guaranteed a full board for
- Attorney Evashevski responded that she will look in to where this was left

## **XIII. Adjournment**

There being no further business, motion made by Moskwa, seconded by Myers, to adjourn the meeting at 4:15 pm.

**TREASURER'S REPORT  
COMBINED CASH  
General Fund, Library Fund and Street Funds  
March 4, 2026**

Cash on Hand - February 18, 2026	\$ 637,096.30
Deposits	69,386.70
February Interest, General Fund 77-0131-1	752.76
	<u>707,235.76</u>
LESS: Disbursements - February 19, 2026	(220,497.45)
	<u><u>\$ 486,738.31</u></u>
Funds held in CD's	\$ 127,136.89
Funds in City Bank Accounts	
Capital Outlay	\$ 1,061,083.15
Forest Way Town Homes, Debt	\$ 103,045.61
Coal Dock Debt	\$ 235,185.36
Cemetery-Perpetual Care	\$ 7,409.21
Line 5 Fund	\$ 21,133.69

**REVENUE DEPOSITED FOR PERIOD**

**2025 SUMMER/ WINTER TAXES**

3.403 City Operations	15,775.76
3.403 Fire Truck Debt	650.34
3.618 Admin Fees	8,023.93
3.664 Interest	477.79
3.541 State - Revenue Sharing (Feb 2026)	10,589.00
3.675 Rent, City Housing 02.19.26	1,073.08
3.701 DPW, Aflac Reimbursement Feb 2026	160.80
3.457 Vehicle Permits	8,300.00
Andrew Doud, Cadotte Ave, Excavator, 3 days	150.00
Andrew Doud, Cadotte Ave, Loader, 2 days	250.00
Andrew Doud, Cadotte Ave, 10 yd Truck #00, 3	275.00
Andrew Doud, Cadotte Ave, 10 yd Truck #03, 3	275.00
Belonga Plumbing, V26-011, 7515 Main St, 7/6-	175.00
Belonga Plumbing, T26-002, 7515 Main St, 7/7-	75.00
Bob Benser, Mission St, Skid Steer, 3 days	150.00
Bob Benser, Mission St, 10 yd Truck	275.00
Bob Benser, Mission St, Mini Excavator	150.00
Craig Beeck, V26-010, 7541 Market, Boom Lift	200.00

Ellinger, Skid Steer	150.00
Ellinger, 10 yd Truck #99	275.00
Ellinger, 10 yd Truck #03	275.00
GC North, Jaquiss, Mini Excavator, 6 days	200.00
GC North, Jaquiss, Skid Steer, 4 days	200.00
GC North, Jaquiss, Pickup	150.00
GC North, Jaquiss, Ground Heater Trailer	75.00
Harbour View, 10 yd Truck, 7 days	425.00
Inn at Stonecliffe, Sewer Repair, Backhoe	150.00
Inn at Stonecliffe, Sewer Repair, Tool Trailer	75.00
TruConcepts, GH Golf Barn, Backhoe	150.00
UCI, V25-240, 7474 Market & 1395 Cadotte, Ve	550.00
UCI, V25-041, 7474 Market & 1395 Cadotte, Ex	550.00
UCI, V25-242, 7474 Market & 1395 Cadotte, Fl	550.00
UCI, T25-167, 7474 Market & 1395 Cadotte, Ez	150.00
UCI, T25-168, 7474 Market & 1395 Cadotte, Tr	150.00
UCI, V25-240, 1395 Cadotte, Vermeer Drill Ma	275.00
UCI, V25-041, 1395 Cadotte, Excavator, 2/1-2/1	275.00
UCI, V25-242, 1395 Cadotte, Flatbed, 2/1-2/14	275.00
UCI, T25-167, 1395 Cadotte, Ez Reel Trailer, 2/	75.00
UCI, T25-168, 1395 Cadotte, Trailer w/ Water T	75.00
UP North Construction, Gromley, Excavator, 5 d	200.00
UP North Construction, Gromley, Skid Steer, 5 c	200.00
UP North Construction, Gromley, 10 yd Truck, 2	275.00
UP North Construction, Wenzel, Excavator, 2 da	150.00
UP North Construction, Wenzel, Skid Steer, 3 da	150.00
UP North Construction, Wenzel, Mini Excavator	150.00
Veronica Dobrowolski, skid steer	150.00

3.696 MIPD, Cash Box	230.00
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3.600 Building, HDC, Planning, & Zoning Permits	1,606.00
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Build, 1239 Lesley Ct #14, Craig Steensma	606.00
HDC, 1500 Astor, Andrew Doud	600.00
PC, 1500 Astor, Andrew Doud	400.00

3.693 MSHOA Grant Funds- Housing Readiness, Wade Trim	22,500.00
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<b>TOTAL DEPOSITED FOR PERIOD</b>	<b>\$ 69,386.70</b>
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DEPOSIT 03/02/26	58,797.70
ACH 02/26/26	10,589.00

Kaitlynn Bazinau, Treasurer  
City Of Mackinac Island

Payroll March 5, 2026							
Employee	Rate of Pay	Reg.	OT	Hldy	Vaca / Personl/ Sick	Prime Reg/OT (.50)	Gross Wage
Alexander, Douglas	\$31.60	60			24		\$2,654.40
Bagbey, Gwendolyn	\$1,598.40	1					\$1,598.40
Bazinau, Kaitlynn	\$1,940.88	1					\$1,940.88
Bradford, Justin	\$33.18	31.5		10.5		42	\$1,588.76
Davis, Joseph	\$31.60	72		12		24	\$2,856.00
Dombroski, Dennis	\$62.99	0					\$0.00
Doud, Margaret	\$382.00	1					\$382.00
Dziobak, Andrew	\$33.18	48			36		\$2,787.12
France, Trista	\$2,322.10	1					\$2,322.10
Hagenbaugh, James (Jimmy)	\$16.50	25.5					\$420.75
Kaminen, Cory	\$31.60	84	4			84	\$2,886.00
Leach, Danielle	\$1,940.88	1					\$1,940.88
Lipovsky, David	\$58.71	73.5					\$4,315.19
Miedzianowski, Dwayne	\$1,903.84	1					\$1,903.84
Patay, Mary	\$1,895.55	1					\$1,895.55
Pereny, Kathryn	\$26.00	16					\$416.00
Rollins, Christine (Deputy Clerk)	\$23.69	13.5					\$319.82
Rollins, Christine (Dep. Treasurer)	\$23.69	0					\$0.00
Ross, Christian	\$22.10	80	6				\$1,966.90
Ruddle, Mike	\$32.28	80	12				\$3,163.44
St. Onge, Anne L.	\$23.71	75					\$1,778.25
Stakoe, Joseph	\$3,307.70	1					\$3,307.70
Wischmeyer, McKenna	\$23.39	72		12			\$2,105.10
Police Chief Rent	\$230.75	1					\$230.75
						<b>TOTAL</b>	<b>\$42,779.82</b>

## Payroll Journal Report

Payroll Period: 02/15/2026 - 02/28/2026  
 Report Created On: 03/04/2026

### Employee Earnings

Payroll period: 02/15/2026 - 02/28/2026 Pay day: 03/05/2026

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Totals		
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount	
Alexander, Douglas  Police Department  7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	60.00	\$31.60	\$1,896.00	POLC dues	\$26.50		Federal Income Tax	\$150.84	Social Security	\$164.57	Net Pay	\$2,190.13	
			Sick	24.00	\$31.60	\$758.40				Social Security	\$164.57	Medicare	\$38.48	Check Amount	\$2,190.13	
			POLC dues	--	--	\$0.00					Medicare	\$38.48	Total	\$203.05	Employer Cost	\$2,857.45
			Gross	--	--	\$2,654.40					MI State Tax	\$83.88				
			Total									\$437.77				
Arabie, Anthony  Marine Rescue  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Gross	--	--	\$0.00				Total	\$0.00	Total	\$0.00			
Bageby, Gwendolyn  Public Works  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	80.00	\$19.98	\$1,598.40				Federal Income Tax	\$167.65	Social Security	\$99.10	Net Pay	\$1,240.55	
			Gross	--	--	\$1,598.40				Social Security	\$99.10	Medicare	\$23.17	Check Amount	\$1,240.55	
											Medicare	\$23.17	MI State Unemployment Tax	\$86.31	Employer Cost	\$1,806.98
											MI State Tax	\$67.93	Total	\$208.58		
												\$357.85				
Bazinau, Kaitlynn  City Treasurer  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Salary/No overtime	Direct Deposit	Regular	80.00	\$24.26	\$1,940.88	457 Roth Retirement	\$116.45		Federal Income Tax	\$95.24	Social Security	\$120.33	Net Pay	\$1,448.23	
			Gross	--	--	\$1,940.88				Social Security	\$120.33	Medicare	\$28.14	Check Amount	\$1,448.23	
											Medicare	\$28.14	Total	\$148.47	Employer Cost	\$2,089.35

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Section VII, Itema.	
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount
										MI State Tax	\$132.49				
										Total	\$376.20				
Bradford, Justin  Police Department 7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	31.50	\$33.18	\$1,045.17	457 Retirement	\$50.00	\$256.54	Federal Income Tax	\$150.80	Social Security	\$98.51	Net Pay	\$1,184.16
			Night Shift premium	--	--	\$21.00	POLC dues	\$26.50		Social Security	\$98.51	Medicare	\$23.03	Check Amount	\$1,184.16
			Holiday Pay	--	--	\$522.58				Medicare	\$23.03	Total	\$121.54	Employer Cost	\$1,966.83
			POLC dues	--	--	\$0.00				MI State Tax	\$55.75				
			Gross	--	--	\$1,588.75				Total	\$328.09				
Davis, Joseph  Police Department 7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	84.00	\$31.60	\$2,654.40	457 Roth Retirement	\$330.00	\$536.63	Federal Income Tax	\$246.99	Social Security	\$165.32	Net Pay	\$1,503.30
			Night Shift premium	--	--	\$12.00	Rent	\$242.31		Social Security	\$165.32	Medicare	\$38.66	Check Amount	\$1,503.30
			Rent	--	--	\$0.00	POLC dues	\$26.50		Medicare	\$38.66	Total	\$203.98	Employer Cost	\$3,407.01
			POLC dues	--	--	\$0.00				MI State Tax	\$113.32				
			Gross	--	--	\$2,666.40				Total	\$564.29				
Dombroski, Dennis  Engineering 7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Check	Gross	--	--	\$0.00				Total	\$0.00	Total	\$0.00		
Doud, Margaret  Mayor  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Salary/Eligible for overtime	Check	Regular	80.00	\$4.78	\$382.00				Federal Income Tax	\$9.35	Social Security	\$23.68	Net Pay	\$327.19
			Gross	--	--	\$382.00				Social Security	\$23.68	Medicare	\$5.54	Check Amount	\$327.19
										Medicare	\$5.54	Total	\$29.22	Employer Cost	\$411.22
										MI State Tax	\$16.24				
										Total	\$54.81				
Dziobak, Andrew  Police Department 7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	48.00	\$33.18	\$1,592.64	457 Retirement	\$200.00	\$562.33	Federal Income Tax	\$257.53	Social Security	\$170.43	Net Pay	\$1,915.59
			Time Off	36.00	\$33.18	\$1,194.48	POLC dues	\$26.50		Social Security	\$170.43	Medicare	\$39.86	Check Amount	\$1,915.59
			POLC dues	--	--	\$0.00	Aflac Pre Tax	\$38.22		Medicare	\$39.86	Total	\$210.29	Employer Cost	\$3,559.74
			Aflac After Tax	--	--	\$0.00	Aflac After Tax	\$40.31		MI State Tax	\$98.68				
			Gross	--	--	\$2,787.12				Total	\$566.50				

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Section VII, Itema.			
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount		
France, Trista Mayor's assistant 7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Salary/No overtime	Direct Deposit	Regular	80.00	\$29.03	\$2,322.10	457 Retirement	\$10.00		Federal Income Tax	\$213.65	Social Security	\$141.41	Net Pay	\$1,737.71		
			Aflac After Tax	--	--	\$0.00	Aflac Pre Tax	\$41.34		Social Security	\$141.41	Medicare	\$33.08	Check Amount	\$1,737.71		
			Gross	--	--	\$2,322.10	Aflac After Tax	\$23.40		Medicare	\$33.08	Total	\$174.49	Employer Cost	\$2,496.59		
										MI State Tax	\$121.51						
										Total	\$509.65						
Hagenbaugh, James Marine Rescue 7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	25.50	\$16.50	\$420.75				Social Security	\$26.09	Social Security	\$26.09	Net Pay	\$370.68		
			Gross	--	--	\$420.75				Medicare	\$6.10	Medicare	\$6.10	Check Amount	\$370.68		
										MI State Tax	\$17.88	Total	\$32.19	Employer Cost	\$452.94		
										Total	\$50.07						
Jensen, Raymond Public Works 7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Gross	--	--	\$0.00				Total	\$0.00	Total	\$0.00				
Kaminen, Cory Police Department 7342 Market St, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	84.00	\$31.60	\$2,654.40	457 Retirement	\$45.00	\$420.30	Federal Income Tax	\$190.91	Social Security	\$177.81	Net Pay	\$2,285.44		
			Overtime	4.00	\$47.64	\$190.55	POLC dues	\$26.50		Social Security	\$177.81	Medicare	\$41.58	Check Amount	\$2,285.44		
			Night Shift premium	--	--	\$42.00	Aflac Pre Tax	\$19.02		Medicare	\$41.58	Total	\$219.39	Employer Cost	\$3,526.64		
			POLC dues	--	--	\$0.00				MI State Tax	\$100.69						
			Gross	--	--	\$2,886.95				Total	\$510.99						
Leach, Danielle City Clerk's Office 7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Salary/No overtime	Direct Deposit	Regular	80.00	\$24.26	\$1,940.88	457 Roth Retirement	\$50.00		Federal Income Tax	\$168.29	Social Security	\$119.93	Net Pay	\$1,475.98		
			Gross	--	--	\$1,940.88	Aflac Pre Tax	\$6.42		Social Security	\$119.93	Medicare	\$28.05	Check Amount	\$1,475.98		
										Medicare	\$28.05	Total	\$147.98	Employer Cost	\$2,088.86		
										MI State Tax	\$92.21						
							Total	\$408.48									
Lipovsky II, David Engineering	Paid by the hour	Direct Deposit	Regular	73.50	\$58.71	\$4,315.19	457 Retirement	\$100.00	\$150.00	Federal Income Tax	\$338.13	Social Security	\$267.54	Net Pay	\$3,367.80		
			Gross	--	--	\$4,315.19				Social Security	\$267.54	Medicare	\$62.57	Check Amount	\$3,367.80		

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Section VII, Itema.	
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount
7358 Market St., P.O. Box 455, Mackinac Island, MI 49757										Medicare	\$62.57	Total	\$330.11	Employer Cost	\$4,795.30
										MI State Tax	\$179.15				
										Total	\$847.39				
Miedzianowski, Dwayne  Police Department  7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	40.00	\$47.60	\$1,903.85	Rent	\$230.75		Federal Income Tax	\$166.88	Social Security	\$129.54	Net Pay	\$1,395.70
			Rent	--	--	\$230.75	Aflac Pre Tax	\$45.15		Social Security	\$129.54	Medicare	\$30.30	Check Amount	\$1,395.70
			Rent	--	--	\$0.00	Aflac After Tax	\$57.12		Medicare	\$30.30	Total	\$159.84	Employer Cost	\$2,294.44
			Aflac After Tax	--	--	\$0.00				MI State Tax	\$79.16				
			Gross	--	--	\$2,134.60				Total	\$405.88				
Patay, Mary  Recreation department  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Salary/No overtime	Direct Deposit	Regular	80.00	\$23.69	\$1,895.55	457 Retirement	\$70.00		Federal Income Tax	\$166.82	Social Security	\$113.35	Net Pay	\$1,366.19
			Aflac After Tax	--	--	\$0.00	Aflac Pre Tax	\$67.40		Social Security	\$113.35	Medicare	\$26.51	Check Amount	\$1,366.19
			Gross	--	--	\$1,895.55	Aflac After Tax	\$10.56		Medicare	\$26.51	MI State Unemployment Tax	\$82.25	Employer Cost	\$2,117.66
										MI State Tax	\$74.72	Total	\$222.11		
										Total	\$381.40				
Pereny, Kathryn  Engineering  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	16.00	\$26.00	\$416.00				Social Security	\$25.80	Social Security	\$25.80	Net Pay	\$366.49
			Gross	--	--	\$416.00				Medicare	\$6.03	Medicare	\$6.03	Check Amount	\$366.49
										MI State Tax	\$17.68	MI State Unemployment Tax	\$22.46	Employer Cost	\$470.29
										Total	\$49.51	Total	\$54.29		
Rollins, Christine  City Clerk's Office  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	13.50	\$23.69	\$319.82				Social Security	\$19.83	Social Security	\$19.83	Net Pay	\$281.76
			Gross	--	--	\$319.82				Medicare	\$4.64	Medicare	\$4.64	Check Amount	\$281.76
										MI State Tax	\$13.59	MI State Unemployment Tax	\$17.27	Employer Cost	\$361.56
										Total	\$38.06	Total	\$41.74		
Ross, Christian  Public Works	Paid by the hour	Direct Deposit	Regular	80.00	\$22.10	\$1,768.00				Federal Income Tax	\$152.18	Social Security	\$121.95	Net Pay	\$1,580.66
			Overtime	6.00	\$33.15	\$198.90				Social Security	\$121.95	Medicare	\$28.52	Check Amount	\$1,580.66

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Section VII, Itema.	
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount
7358 Market St., P.O. Box 455, Mackinac Island, MI 49757			Gross	--	--	\$1,966.90				Medicare	\$28.52	MI State Unemployment Tax	\$91.07	Employer Cost	\$2,208.44
										MI State Tax	\$83.59	Total	\$241.54		
			Total			\$386.24									
Ruddle, Michael  Public Works  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	80.00	\$32.28	\$2,582.40	457 Roth Retirement	\$50.00		Federal Income Tax	\$392.73	Social Security	\$196.13	Net Pay	\$2,007.76
			Overtime	12.00	\$48.42	\$581.04	Rent	\$346.15		Social Security	\$196.13	Medicare	\$45.87	Check Amount	\$2,007.76
			Rent	--	--	\$0.00				Medicare	\$45.87	Total	\$242.00	Employer Cost	\$3,405.44
			Gross	--	--	\$3,163.44				MI State Tax	\$124.80				
			Total			\$759.53				Total	\$759.53				
St. Onge, Anne  Library  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	75.00	\$23.71	\$1,778.25	457 Retirement	\$25.00		Federal Income Tax	\$160.03	Social Security	\$107.04	Net Pay	\$1,337.10
			Gross	--	--	\$1,778.25	Aflac Pre Tax	\$51.72		Social Security	\$107.04	Medicare	\$25.04	Check Amount	\$1,337.10
										Medicare	\$25.04	MI State Unemployment Tax	\$96.03	Employer Cost	\$2,006.36
										MI State Tax	\$72.32	Total	\$228.11		
			Total			\$364.43				Total	\$364.43				
Stakoe, Joseph  City Assessor  7358 Market St., P.O. Box 455, Mackinac Island, MI 49757	Salary/Eligible for overtime	Direct Deposit	Regular	80.00	\$41.35	\$3,307.69				Federal Income Tax	\$388.08	Social Security	\$205.07	Net Pay	\$2,526.00
			Gross	--	--	\$3,307.69				Social Security	\$205.07	Medicare	\$47.96	Check Amount	\$2,526.00
										Medicare	\$47.96	Total	\$253.03	Employer Cost	\$3,560.72
										MI State Tax	\$140.58				
			Total			\$781.69				Total	\$781.69				
Wischmeyer, Mckenna  Police Department  7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Regular	84.00	\$23.39	\$1,964.76	Rent	\$150.00		Federal Income Tax	\$151.93	Social Security	\$121.82	Net Pay	\$1,402.53
			Rent	--	--	\$0.00	POLC dues	\$26.50		Social Security	\$121.82	Medicare	\$28.48	Check Amount	\$1,402.53
			POLC dues	--	--	\$0.00				Medicare	\$28.48	MI State Unemployment Tax	\$53.18	Employer Cost	\$2,168.24
			Gross	--	--	\$1,964.76				MI State Tax	\$83.50	Total	\$203.48		
			Total			\$385.73				Total	\$385.73				
<b>Payroll Totals</b>			Regular	1355.00	\$28.56	\$38,699.13	POLC dues	\$159.00		Federal Income Tax	\$3,568.03	Social Security	\$2,615.25	Net Pay	\$31,310.95

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Section VII, Itema.	
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount
			Overtime	22.00	\$44.11	\$970.49	457 Roth Retirement	\$546.45	\$536.63	Social Security	\$2,615.25	Medicare	\$611.61	Check Amount	\$31,310.95
			Time Off	36.00	\$33.18	\$1,194.48	457 Retirement	\$500.00	\$1,389.17	Medicare	\$611.61	MI State Unemployment Tax	\$448.57	Employer Cost	\$48,052.06
			Sick	24.00	\$31.60	\$758.40	Rent	\$969.21		MI State Tax	\$1,769.67	Total	\$3,675.43		
			Night Shift premium	--	--	\$75.00	Aflac Pre Tax	\$269.27		Total	\$8,564.56				
			Holiday Pay	--	--	\$522.58	Aflac After Tax	\$131.39							
			Rent	--	--	\$230.75									
			POLC dues	--	--	\$0.00									
			Rent	--	--	\$0.00									
			Aflac After Tax	--	--	\$0.00									
			Gross	--	--	\$42,450.83									

## Payroll Journal Report

Off Cycle Payroll  
 Report Created On: 03/04/2026

### Employee Earnings

Off Cycle Payroll Pay day: 03/06/2026

Employee Information	Employment		Earnings				Deductions/Contributions			Employee Taxes		Employer Taxes		Totals		
	Employee Type	Payment	Description	Hours	Rate	Total	Description	Employee Deduction	Employer Contribution	Description	Amount	Description	Amount	Description	Amount	
Davis, Joseph  Police Department 7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Additional Earnings	--	--	\$189.60				Social Security	\$11.75	Social Security	\$11.75	Net Pay	\$167.04	
			Gross	--	--	\$189.60				Medicare	\$2.75	Medicare	\$2.75	Check Amount	\$167.04	
											MI State Tax	\$8.06	Total	\$14.50	Employer Cost	\$204.10
											Total	\$22.56				
Wischmeyer, Mckenna  Police Department 7374 Market St., Mackinac Island, MI 49757	Paid by the hour	Direct Deposit	Additional Earnings	--	--	\$140.28				Social Security	\$8.70	Social Security	\$8.70	Net Pay	\$123.58	
			Gross	--	--	\$140.28				Medicare	\$2.04	Medicare	\$2.04	Check Amount	\$123.58	
											MI State Tax	\$5.96	Total	\$10.74	Employer Cost	\$151.02
											Total	\$16.70				
<b>Payroll Totals</b>			Additional Earnings	--	--	\$329.88				Social Security	\$20.45	Social Security	\$20.45	Net Pay	\$290.62	
			Gross	--	--	\$329.88				Medicare	\$4.79	Medicare	\$4.79	Check Amount	\$290.62	
										MI State Tax	\$14.02	Total	\$25.24	Employer Cost	\$355.12	
										Total	\$39.26					

**CITY OF MACKINAC ISLAND ACCOUNTS PAYABLES  
MARCH 4, 2026**

Section VII, Itemb.

PAYROLL	02.15.2026 - 02.28.2026 (Pay Date: 03.05.2026)	\$48,407.18
APT TECHNOLOGIES	FEBRUARY 2026 MEETING IT SERVICES	\$300.00
ARNOLD FREIGHT	CITY FREIGHT CHARGES	\$842.39
<b>AT&amp;T ELEVATOR LINES</b>	<b>ELEVATOR PHONE LINES</b>	<b>\$218.59</b>
CHARTER COMMUNICATIONS	CITY & LIBRARY INTERNET SERVICES	\$761.66
CITY OF MACKINAC ISLAND	HRA REIMBURSEMENTS	\$125.00
CIVICPLUS	ONLINE CODE HOSTING & ORDINANCE BANK	\$1,267.88
CLOVERLAND ELECTRIC	CITY ELECTRIC (01.21.2026 - 02.19.2026)	\$12,605.79
<b>DEPT. OF PUBLIC WORKS</b>	<b>2025 ICE STORM FEMA PROJECT 118 - DPW PORTION</b>	<b>\$5,870.44</b>
<b>DOUGLAS ALEXANDER</b>	<b>PARTIAL SECURITY DOPSIT REIMBURSEMENT</b>	<b>\$1,351.00</b>
EVHASHEVSKI LAW OFFICE	HDC/PC/CITY SERVICES THROUGH DEC. 31, 2025	\$45,777.37
FRASER TREBILCOCK	ANTITRUST/DOCK SAFETY/GENERAL THROUGH 01.31.26	\$3,678.50
GEORGE'S BODY SHOP	MIPD VEHICLE REPAIR - 2017 DODGE RAM	\$933.59
GLOCK, INC	DUTY SUPPLIES	\$31.40
HUTSON, INC.	TRACTOR REPAIR	\$277.08
KSS	FIRE HALL RESTROOM & CLEANING SUPPLIES	\$333.87
MACKINAC COUNTY TREASURER	REIMBURSEMENT FOR REFUND CHECKS	\$3,269.49
MCMASTER CARR	CITY HALL RESTROOMS	\$173.58
M.I. SERVICE CO.	CITY HALL FREIGHT	\$48.00
M.I. STATE PARK COMMISSION	FIRE PROTECTION CONTRACT & LEASE (FY26/27)	\$1.00
M.I. STATE PARK COMMISSION	ICE RINK LINERS	\$1,222.83
MI MUNICIPAL LEAGUE	2026 MEMBER DUES & LEGAL DEFENSE DUES (FY276/27)	\$690.00
METLIFE	CITY DENTAL INSURANCE	\$692.21
MILLER, CANFIELD, PADDOCK, & STONE	ANTITRUST SERVICES 10.2025 - 11.30.2025	\$70,870.21
NABCO	CITY HEALTH COVERAGE	\$285.20
PNC BANK	CITY CREDIT CARD CHARGES	\$2,060.58
REHMANN	JAN 2025 ACCOUNTING & PAYROLL / TAX FORM PREP	\$5,150.00
ROCK HARDWARE	PW GAS & SUPPLIES / MIPD GAS & SUPPLIES	\$2,234.07
STATE OF MICHIGAN	MiDEAL (01.01.2026 - 12.31.2026)	\$180.00
UPPER PENINSULA LIBRARY CO-OP	LIBRARY SERVICE FEES	\$75.00
	<b>TOTAL:</b>	<b>\$209,733.91</b>

**City Clerk**

**From:** erinevashevskilaw@gmail.com  
**Sent:** Tuesday, March 3, 2026 4:58 PM  
**To:** City Clerk  
**Subject:** Public Safety and Ordinance Committee Meetings  
**Attachments:** Mobility Disability Accommodation Application Form.pdf; Amendment to E-Bike Ordinance 2026.pdf

Good afternoon Danielle,

Could you please provide to Council the following first drafts regarding updates to the e-bike ordinance, application and process?

- Possible Ordinance Amendment
- Proposed Application for e-bike accommodation

I am hoping we can schedule a public safety committee meeting for review and discussion with the ferry boat companies (as they will be partially handling licensing). If possible I would like to have this meeting soon, schedules permitting of course.

I know we have also discussed having an ordinance committee meeting, maybe we can schedule that as well. The following are some of the items that we should discuss:

- E-bike
- Noise
- Fee schedules
- Removal/Amendment/Enforcement discussion of existing ordinances

Thank you.

**Erin K. Evashevski**

**EVASHEVSKI LAW OFFICE**

838 N. State Street, PO Box 373  
 St. Ignace, MI 49781  
 P: 906.643.7740  
 F: 906.643.1533

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SEASONAL SLIP RENTAL AGREEMENT
By authority of Part 781 of Act 451, P.A. 1994, as amended.

Amount Due \$ 4598.00 Date Paid 01/15/2026 Harbor MACKINAC ISLAND

Table with 4 columns: Name (Owner), Address, Boat Name, Power, Insurance Company Name, Slip, Telephone, Registration Number, Length, Sail, Beam, Draft, Policy Number. Includes details for CITY OF MACKINAC ISLAND, PO BOX 455, MACKINAC ISLAND, MI 49757, RESCUE BOAT, SAFE BOAT 2014, MICHIGAN MUNICIPAL LEAGUE.

This agreement between the Michigan Department of Natural Resources (DNR), Parks and Recreation Division (PRD) and CITY OF MACKINAC ISLAND, is subject to the following terms and conditions:

- 1. This agreement is for a rental of a boat slip for the 2026 boating season.
2. This agreement is only for the owner of the specific boat described above.
3. You agree to comply with the terms and conditions of this agreement, the rules and regulations of the DNR harbor facilities...
4. You agree to comply with all of the following: laws; all police, fire, and sanitary regulations...
5. The seasonal rental of the boat slip is for recreational use only.
6. Dinghies or other auxiliary craft may be stored in the slip as long as its storage does not extend beyond the boundaries...
7. The harbor is staffed by DNR personnel according to the schedule listed below...
8. You must notify the DNR of any vacancy of 48 hours or more.
9. The boat must be covered by an insurance policy (hull coverage and protection and indemnity liability coverage).
10. The DNR has the right to terminate this agreement, without cause, by giving notice in writing 72 hours in advance.
11. If this agreement is terminated by the owner, a 72-hour notice must be given to the DNR.
12. If you sell your boat and purchase a new boat that requires a larger or smaller boat slip than you are currently renting...

13. The boat and all equipment must be removed from the harbor facility within 10 days of the end of the harbor facility. If the boat and all your equipment is not removed, the DNR may charge you a daily fee for the slip occupied or pursue a civil action as available under the law.
14. In the event of an emergency that may affect personal property, the DNR, although not required to, reserves the right to move the property to minimize any potential damage.
15. This harbor facility promotes and celebrates the prevention and reduction of pollution from marinas and the surrounding areas. You agree to voluntarily improve and maintain Michigan's waterways by reducing and eliminating releases and discharges of harmful pollutants, sediments, nutrients, general refuse, and anything else that may negatively impact aquatic environments.
16. The agreement holder hereby releases, waives, discharges and covenants not to sue the State of Michigan, its departments, officers, employees and agents, from any and all liability to the agreement holder, its officers, employees and agents, for all losses, injury, death or damage, and any claims or demands thereto, on account of injury to person or property, or resulting in death of the agreement holder, its officers, employees or agents, in reference to the activities authorized by this agreement. The agreement holder shall report to the harbormaster or unit supervisor/manager any incident that may result in personal injury or property damage. Within 24 hours of any incident, the agreement holder shall report in writing to the harbormaster or unit supervisor/manager on forms provided to them at the time of reporting. Incidents resulting in serious personal injury, death, or property damage estimated to exceed \$100 are to be reported to the harbormaster or unit supervisor/manager immediately, by telephone or in person. A written report is to follow as described above.
17. The agreement holder hereby covenants and agrees to indemnify and save harmless, the State of Michigan, its departments, officers, employees and agents, from any and all claims and demands, for all loss, injury, death or damage, that any person or entity may have or make, in any manner, arising out of any occurrence related to (1) issuance of this agreement; (2) the activities authorized by this agreement; and (3) the use or occupancy of the harbor facilities which are the subject of this agreement by the agreement holder, its employees, contractors, or its authorized representatives.

Specific Harbor Instructions to Boaters:

ESTIMATED SCHEDULE OF SERVICES FOR YEAR

	Attendants	Restroom/Showers	Electricity	Water	Pump-out	Fuel
Start Dates	<u>05/15/2026</u>	<u>05/15/2026</u>	<u>05/15/2026</u>	<u>05/15/2026</u>	<u>05/15/2026</u>	N/A
End Dates	<u>10/15/2026</u>	<u>10/15/202</u>	<u>10/15/202</u>	<u>10/15/202</u>	<u>10/15/202</u>	N/A

\_\_\_\_\_  
Signature of Boat Owner/Permittee

\_\_\_\_\_  
Date

\_\_\_\_\_  
DNR Unit Supervisor/Manager

\_\_\_\_\_  
Date



## SEASONAL SLIP BILLING

By authority of Part 781 of Act 451, P.A. 1994, as amended.

01/15/2026

CITY OF MACKINAC ISLAND  
PO BOX 455  
MACINAC ISLAND, MI 49757

The Department of Natural Resources (DNR) has received your completed Seasonal Slip Offer. Please find enclosed, a Slip Rental Agreement for a slip, at MACKINAC ISLAND State Harbor, for the 2026 boating season.

The seasonal slip rate is \$4598 . You may pay by returning a check with your signed Seasonal Slip Rental Agreement or after returning the signed Seasonal Slip Rental Agreement, you may call the number below to pay by credit card.

Please make a check payable to the "State of Michigan." Return the check and your signed Seasonal Slip Rental Agreement to the address below by 03/15/2026. A completed agreement will be returned to you.

**Note:** A cancellation of your seasonal slip rental may occur if the Seasonal Slip Rental Agreement is returned **without** payment **and** there was no contact made for payment by credit card.

Please mail your signed Slip Rental Agreement and check to:

**PARKS AND RECREATION  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
720 CHURCH STREET  
SAINT IGNACE MI 49781  
906-643-8620**

**City Clerk**

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**From:** John Hundiak <j.hundiak@mikofc.org>  
**Sent:** Saturday, February 28, 2026 11:02 PM  
**To:** City Clerk  
**Cc:** dmiedzianowski@mipd.org  
**Subject:** Knights of Columbus Parade Permit

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

Danielle,

Our board met and decided that we would like to present the parade application as is. Vern Miron (our Treasurer) who was present at last year's parade and saw the issues will attend the meeting virtually. He will be able to directly answer any questions that the council has.

I am sending him a copy of this email.

Thanks

John Hundiak  
State Sacristan  
Michigan Knights of Columbus

# CITY OF MACKINAC ISLAND PERMIT APPLICATION FOR PARADE OR COMPETITIVE EVENT

As prescribed under Provisions of City of Mackinac Island Ordinance No. 273

Name of Applicant: John Hundiak

Address: 2439 Westwood Drive Rochester Hills MI 48306  
(P.O. Box) (Street) (City) (State) (Zip)

Phone Number & Email: 248 420 0135  
(Phone) (Email)

Name of Group or Organization Sponsoring the Event: \_\_\_\_\_  
Michigan State Council Knights of Columbus

Address: 50561 Chesterfield Road Chesterfield MI 48051  
(P.O. Box) (Street) (City) (State) (Zip)

Group Status: \_\_\_\_\_ Profit  Non-Profit

Type of Event:  Parade \_\_\_\_\_ Competitive Event

Date of Event: Wednesday 5/20/2026 Time of Event: 11:30am 12:30pm  
(Day) (Date) (Start) (End)

Location of Event (starting and ending locations and proposed route): Route Attached

Start: St. Anne Church, Market Street, Mackinac Island  
End: Grand Hotel, Grand Ave, Mackinac Island

Name of Liability Insurance Company: LM INSURANCE COMPANY

Policy or Binder Number: BP2136711 Amount of Coverage: 1,000,000

J. Hundiak 1/10/26  
Applicant Signature Date

Application Received: 1-20-26 Fee Received: \$25.00 Ck #: 1793  
Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ By: Council

# LIABILITY WAIVER

It is hereby understood that the person, organization, or group applying for or sponsoring the event described on the permit application agrees to hold harmless the City of Mackinac Island, its several agents, agencies, or officers either in said agent's, agencies' or officers' public or private capacity, against any claim for property or personal injury due to participation in the proposed event. It is also understood that any participants in the proposed event likewise will hold harmless in the above particulars the above named individuals. It is also understood that the person, organization or group sponsoring this event shall have informed each and every individual participant of the hold harmless agreement, and in addition thereto, shall inform each participant in unambiguous language and prior to the event that he/she participates at their own risk.

*[Signature]*  
Signature of Permit Applicant

1/7/2026  
Date

Michigan State Council Knights of Columbus  
Representing (Name of Group or Organization)

Subscribed and sworn before me, this 7<sup>th</sup> day of January,  
2026, a Notary Public in and for Wayne County, Michigan.

*[Signature]*  
Signature of Notary Public Sergio De-Alba.

August 5<sup>th</sup> 2028  
My Commission Expires

SERGIO DE-ALBA  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF WAYNE  
MY COMMISSION EXPIRES Aug 5, 2028  
ACTING IN COUNTY OF Oakland.

**Note: This liability waiver must be completed and attached to the permit application for parade or competitive event and submitted to the Mackinac Island City Clerk.**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD)  
12/11/2

Section X, Itemb.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

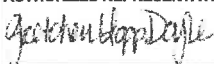
<b>PRODUCER</b> BakerHopp Insurance Group 20789 Harper Avenue Harper Woods MI 48225	<b>CONTACT NAME:</b> BakerHopp Insurance Group <b>PHONE (A/C, No, Ext):</b> 313-886-6770 <b>E-MAIL ADDRESS:</b> certificates@bakerhopp.com	<b>FAX (A/C, No):</b> 313-886-4050
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Michigan State Council K of C 6025 Wall Street Sterling Heights MI 48312	<b>INSURER A :</b> Secura Insurance Company	
	<b>INSURER B :</b> LM Insurance Corporation*	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 814698815      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		BP2136711	2/20/2025	2/20/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		BP2136711	2/20/2025	2/20/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b> OCCUR CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A	WC5-34S-534710-025	9/22/2025	9/22/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

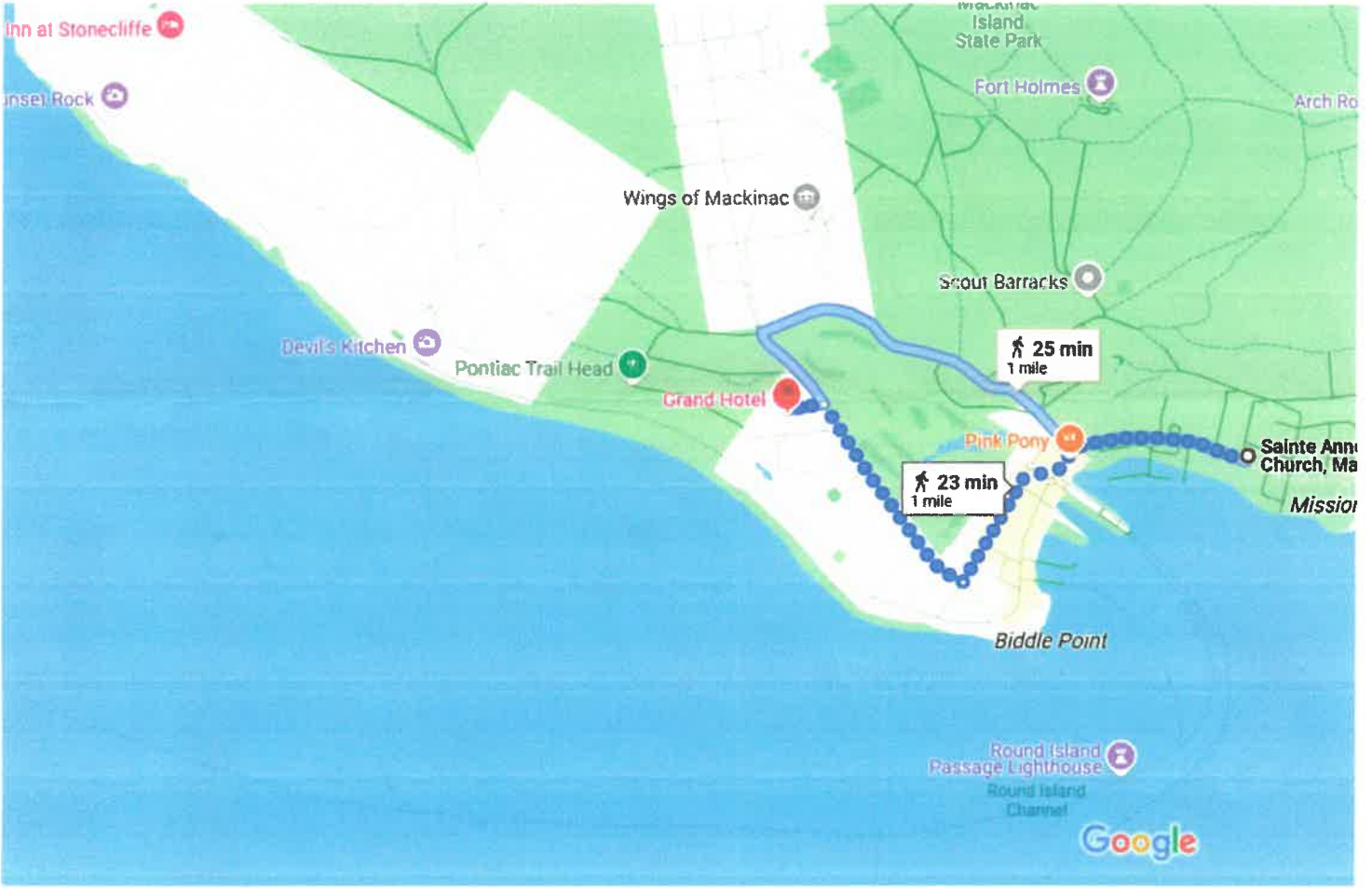
**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 RE: Parade at Mackinac Island on 5/20/2026 from 11:30 am - 12:30 pm.

<b>CERTIFICATE HOLDER</b>  City of Mackinac Island 7358 Market Street PO Box 455 Mackinac Island MI 49757	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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Sainte Anne's Catholic Church, Mackinac Island, Main St, Mackinac Island, MI 49757 to 286 Grand Ave, Mackinac Island, MI 49757

Walk 1.0 m Section X, Itemb.



Map data ©2025 Google 1000 ft

-  **via Lake Shore Dr and Cadotte Ave** **23 min**  
1.0 mile
-  **via Lake Shore Dr and Huron Rd/Marshall Rd** **25 min**  
1.0 mile

All routes are mostly flat ▼

**LETTER OF AGREEMENT  
BETWEEN  
CITY OF MACKINAC  
ISLAND AND  
POLICE OFFICERS LABOR COUNCIL REPRESENTING THE MACKINAC  
ISLAND POLICE OFFICERS**

This Letter of Agreement (the "LOA") is entered into between the City of Mackinac Island ("City") and the Police Officers Labor Council representing the Mackinac Island Police Officers ("Union"). The City and the Union are collectively referred to as the "Parties." The Parties hereby agree as follows:

Background

- A. The City and the Union are parties to a collective bargaining agreement ("CBA") that is in effect from April 1, 2023, through March 31, 2026.
- B. The parties discovered an issue with staffing.
- C. Because the Parties recognize that the interest in the community depend upon cooperative relations between Parties:

Terms and Conditions

The parties agree to the following:

- 1. Purpose  
The purpose of this Agreement is to establish the terms and conditions of a temporary partial furlough of scheduled work hours and the related reallocation of such hours for operational needs.
- 2. Term  
This Agreement shall be effective commencing March 12, 2026, and shall terminate automatically on April 11, 2026, unless earlier modified or terminated by mutual written consent of the parties.
- 3. Temporary Partial Furlough
  - a. The parties acknowledge that a total of eighty-four (84) work hours were scheduled or anticipated to be worked by Corporal Andrew Dziobak during the above-referenced period.
  - b. Corporal Andrew Dziobak agrees to a temporary furlough of no pay during the period of March 12, 2026 through April 11, 2026.
  - c. The Employer shall reallocate the furloughed 15 days (180) hours of Cpl. Dziobak's pay to the police department budget to assist with shift coverage and overtime for training.

- d. Corporal Andrew Dziobak's furloughed hours shall be unpaid.
- e. The employer shall continue all other contractual benefits during the term of this agreement.

4. Restoration of Schedule

Upon expiration of this Agreement, Corporal Andrew Dziobak shall return to his regular schedule, compensation structure, and obligations in effect prior to March 12, 2026, unless otherwise modified in writing by mutual agreement.

- 5. All other terms and conditions of the collective bargaining agreement shall remain in full force.

CITY OF MACKINAC ISLAND

UNION

By:

By:

Its:

Its:

Date:

Date:

# MACKINAC ISLAND POLICE DEPARTMENT



Dwayne Miedzianowski  
Chief of Police

Request for Review to the Mackinac Island City Council

## Council Meeting

March 4, 2026

### 101-305.702 POLICE SALARIES

REQUEST TO ACCEPT POLC UNION LETTER OF AGREEMENT (LOA) / FURLOUGH FOR CPL. ANDREW DZIOLBAK

In order to assist with budget goals for the remainder of this fiscal year and into FY 26-27, Cpl. Dziobak has agreed to furlough his whole pay for the period of 3/12/26 – 4/11/26. He will be furloughing his total pay for 15 days (180 hours). He has agreed to do this to allow the monies to assist with budget needs to help with shift coverage and training hours needed for department staff that will cause overtime. He will be furloughing \$6,027.60 (\$33.18x120 hours / \$34.10x60 hours) worth of pay plus \$776.41 in retirement for a total of \$6,804.01 to assist with this concept. All of his other contractual benefits will remain the same during the period. He will resume normal pay of 84 hours every two weeks as of 4/12/26. The Union LOA is attached.

#### PROPOSED MOTION:

To approve the proposed POLC LOA to allow Cpl. Dziobak to furlough his total pay for the period of 3/12/26 – 4/11/26 to assist with budget needs for shift coverage and training overtime that will be needed.

Motion Made By: \_\_\_\_\_

Motion Supported By: \_\_\_\_\_

Voting Yea: \_\_\_\_\_

Voting Nay: \_\_\_\_\_

Absent: \_\_\_\_\_

Motion Carried: Yes / No

**City Clerk**

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**From:** erinevashevskilaw@gmail.com  
**Sent:** Monday, March 2, 2026 9:46 AM  
**To:** City Clerk  
**Subject:** FW: ZBA Voting

**Erin K. Evashevski**

**EVASHEVSKI LAW OFFICE**

838 N. State Street, PO Box 373  
St. Ignace, MI 49781  
P: 906.643.7740  
F: 906.643.1533

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**From:** Bayram, Benjamin <BBayram@dykema.com>  
**Sent:** Friday, February 27, 2026 2:27 PM  
**To:** erinevashevskilaw@gmail.com  
**Subject:** RE: ZBA Voting

Hi Erin,

Thanks for this information, it is very helpful. I understand that there is never a guarantee that a full voting body will appear at a meeting/hearing; however, given this issue, we would like to push the hearing to June 10<sup>th</sup> to allow the City more time to resolve everything.

Can you please confirm that the appeal will be heard at the June 10<sup>th</sup> ZBA meeting?

Thanks,

**Benjamin E. Bayram**  
Senior Counsel

D 248-203-0862 • M 310-855-4183  
BBayram@dykema.com • dykema.com

BIO VCARD LINKEDIN

39577 Woodward Avenue, Suite 300  
Bloomfield Hills, Michigan 48304



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**From:** [erinevashevskilaw@gmail.com](mailto:erinevashevskilaw@gmail.com) <[erinevashevskilaw@gmail.com](mailto:erinevashevskilaw@gmail.com)>  
**Sent:** Friday, February 27, 2026 11:49 AM

**RENTAL BICYCLE LICENSE  
CITY OF MACKINAC ISLAND, MICHIGAN  
Ord. No. \_\_\_\_\_ Effective April 1, 2026**

An ordinance determining the number, location, and licensees of annual bicycle licenses for the 2026 season.

**THE CITY OF MACKINAC ISLAND ORDAINS:**

**Section 1. Rental Bicycle License Issuance.**

The following licensees have been granted the number of rental bicycle licenses indicated herein to be operated at the location indicated herein for the 2026 season.

Quantity	Name/Address/Phone	Beg.	End	Physical Location
229	Ryba Bicycles P.O. Box 516 / TX: 847-6261	1	229	7245-103 Main Street
212	Mackinac Cycle, LLC P.O. Box 766 / TX: 847-8005	230	441	7271 Main Street
133	Main Dock Bikes 15210 Golfview Ct / TX:847-8005	442	574	7271 Main Street
112	Mackinac Bike Barn P.O. Box 1800 / TX: 847-8022	575	686	7411 Main Street
275	Mack Tracks LLC 100 St. Paul St. Suite 800 Denver, CO 80206 TX: 847-3331	687	961	7421 Main Street
184	Ryba Bicycles P.O. Box 516 / TX: 847-6261	962	1145	7463-101 Main Street
37	Mackinac Island Mobility & Bicycle Rental P.O. Box 1226	1146	1182	1369 Hoban St.
20	Small Point B&B P.O. Box 427 TX: 847-3758	1186	1202	6220 Main Street
130	Mission Point Resort P.O. Box 430 / TX: 847-3312	1203	1332	6396 Main Street
35	Harbor View Bed & Breakfast P.O. Box 1207 / TX 847-0101	1333	1367	6860 Main Street
62	Mackinac Wheels P.O. Box 1800 / TX: 847-8022	1368	1429	6829 Main Street
70	Island House Hotel P.O. Box 1410 / TX: 847-3347	1430	1499	6966 Main Street
130	Grand Hotel P.O. Box 286 / TX:847-3331	1500	1629	7798 West Bluff Road

78	Inn at Stonecliffe P.O. Box 338 / TX: 847-3355	1630	1707	8593 Cudahy Circle
14	Rosalina Development LLC P.O. Box 1840 / TX 231-420-0462	1708	1721	3517 Eckel Dr. Unit #s 101, 102, 103, 201, 202, & 203

**Section 2. Effective Date.**

This ordinance shall become effective immediately.

Date: **March 4, 2026**

\_\_\_\_\_  
Margaret M. Doud, Mayor

\_\_\_\_\_  
Danielle Leach, City Clerk

Adopted: **March 4, 2026**

Effective: **April 1, 2026**

**City Clerk**

**From:** erinevashevskilaw@gmail.com  
**Sent:** Wednesday, March 4, 2026 12:07 PM  
**To:** City Clerk  
**Subject:** ZBA Zoning Change  
**Attachments:** Amendment to Zoning Ordinance ZBA.doc

Good afternoon,

The City discussed its desire to add two specific alternates in the event a person is absent or unable to vote, but the zoning ordinance has not been amended to reflect the alternates. The two individuals are the supervisor and assessor (both elected officials but not paid employees of the city). Zoning amendments obviously take some time and require a public hearing, but I believe that if this is what the council wants to do, you can get a proposed amendment to the planning commission for its March meeting, then we can get everything published and have the public hearing by the PC April meeting. The recommendation can go to Council for their meeting the following day and they can vote on it on April 15<sup>th</sup>. This would give the City plenty of time to appoint alternates. I

As I told Grand Hotel’s attorney: There are currently 5 members of the ZBA, being the public body less Anneke Myers who serves on the planning commission (the mayor is not a voting member of the ZBA). Again, this would just be to fill Richard Chambers’ seat, as he would recuse himself. I would hope that there would be no issue with having one of the alternates available at the June meeting. I do want to be clear, we cannot guarantee the full 5 members of the ZBA, just like we cannot guarantee every voting member of any public body. That is not a requirement. That being said, this amendment was something that the Council was discussing and we are happy to push your hearing and meeting out if you would like to wait until we have had time to get through the process.

Grand Hotel’s attorney confirmed that he understood that there is never a guarantee that a full voting body will appear at a meeting/hearing; however, given this issue, they would like to push the hearing to June 10<sup>th</sup> to allow the City more time to resolve everything.

I have attached a proposed amendment to the Zoning ordinance for your consideration.

Erin

**Erin K. Evashevski**

**EVASHEVSKI LAW OFFICE**

838 N. State Street, PO Box 373  
St. Ignace, MI 49781  
P: 906.643.7740  
F: 906.643.1533

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**AMENDMENT TO ZONING ORDINANCE,  
BEING ORDINANCE NO. \_\_\_\_\_, AS AMENDED  
CITY OF MACKINAC ISLAND**

**Ord. No. \_\_\_\_\_, Eff. \_\_\_\_\_**

An ordinance to amend Article 22 of Ordinance No. \_\_\_\_\_, as amended, to clarify the makeup of the Zoning Board of Appeals.

**THE CITY OF MACKINAC ISLAND ORDAINS:**

**Section 1.** Article 22, Section 22.01 of said Zoning Ordinance (Ordinance No. \_\_\_\_\_, as amended) is repealed and replaced with the following:

**Section 22.01 – Creation and membership.**

A board of zoning appeals is hereby established having the powers authorized in Public Act No. 110 of 2006, as amended. The board of zoning appeals shall consist of the city council.

The city council may appoint to the zoning board of appeals not more than two alternate members for the same term as regular members, being the elected city supervisor and the elected city assessor. An alternate member may be called to serve as a member of the zoning board of appeals in the absence of a regular member, if the regular member will be unable to attend one or more meetings. An alternate member may also be called to serve as a member for the purpose of reaching a decision on a case in which the member has abstained for reasons of conflict of interest. The alternate member appointed shall serve in the case until a final decision is made. An alternate member serving on the zoning board of appeals has the same voting rights as a regular member.

**Section 2.** Effective Date. **This ordinance shall become effective \_\_\_\_\_.**

\_\_\_\_\_  
Margaret M. Doud, Mayor

\_\_\_\_\_  
Danielle M. Leach, Clerk

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

**AMENDMENT TO CHAPTER 66 ENTITLED  
"TRANSPORTATION"  
OF THE CODE OF ORDINANCES,  
CITY OF MACKINAC ISLAND, MICHIGAN  
Ord. No. \_\_\_\_\_, Eff. \_\_\_\_\_**

An Ordinance amending Section 66-167 entitled "Electric assistance to bicycles/tricycles utilized by qualified persons with disabilities", of the City of Mackinac Island Code of Ordinances.

**THE CITY OF MACKINAC ISLAND ORDAINS:**

**Section 1. Repeal and Replace.** Code Section 66-167, entitled Electric Bicycle/Tricycle Ordinance, is hereby repealed in its entirety and replaced with the following:

**Sec. 66-167. - Electric assistance to bicycles/tricycle utilized by qualified persons with mobility disabilities.**

(a) *Definition of "qualified person with a mobility disability"*. The definition of a "qualified person with a mobility disability" is as follows:

A qualified person with a mobility disability is an individual who has a physical impairment that substantially limits the ability of the individual to pedal a bicycle; and despite the person's physical limitations, he or she is capable of safely operating an electric assist tricycle/bicycle.

A qualified person with a mobility disability would include, for example, an individual who:

- (1) Cannot walk 200 feet without stopping to rest; or
- (2) Cannot walk without the use of, or assistance from, a brace, cane, crutch, another person, prosthetic devices, wheelchair or other assistive device; or
- (3) Is restricted by lung disease to such an extent that the person's forced (respiratory) expiratory volume for one second, when measured by spirometry, is less than one liter, or the arterial oxygen tension is less than 60 mm/Hg on room air at rest; or
- (4) Uses portable oxygen; or
- (5) Has a cardiac condition to the extent that the person's functional limitations are classified in severity as Class III or Class IV according to standards set by the American Heart Association; or
- (6) Is severely limited in their ability to walk and to pedal a bicycle due to an arthritic, neurological or orthopedic condition.

(b) *Definition of electric bicycle*. The definition of an "electric bicycle" as used in this Ordinance, includes both two-wheeled bicycles and three-wheeled tricycles that satisfy all of the elements of the definition of "Class 1 electric bicycle;" **and three-wheeled tricycles that satisfy all of the elements of the definition of "Class 2 electric bicycle;"** contained in Section 13e of the Michigan Vehicle Code, 1949 PA 300, MCL 257.13e.

(c) *Use of electric bicycle/tricycle*. The use of electric bicycles/tricycles is prohibited in the City of Mackinac Island. Notwithstanding that prohibition, a person with a mobility disability may use an electric bicycle in the city when the use of the electric bicycle is necessary to reasonably accommodate a mobility disability of the person.

(d) *Required label on electric bicycle.* All electric bicycles used within the city must have affixed to them the label required by section 662a(2) of the Michigan Vehicle Code, 1949 PA 300, MCL 257.662a(2) showing the classification number, top assisted speed, and motor wattage of the electric bicycle. As require by section 662a(3), a person shall not tamper with or modify an electric bicycle so as to change the manufactured motor-powered speed capability or motor engagement of the electric bicycle without replacing the permanent label required under MCL 257.662a(2) with an appropriate label printed in Arial font and in at least 9-point type. A device shall not be considered an electric bicycle if the motor is modified in a manner that no longer meets the criteria described in section 13e(a)(i)-(iii) and section 13e(b)(i).

(e) *Non-conforming electric bicycles.* In the event that a device not manufactured to meet the definition provided in subsection (b) of this section, it must be permanently modified in the manner authorized by section 662a(3) to meet the definition provided in subsection (b) prior to the device being used in the manner authorize under subsection (c).

(f) *Required lighting.* All electric assistance bicycles/tricycles operated by qualified persons with mobility disabilities between 1/2 hour after sunset and 1/2 hour before sunrise shall be equipped with a lamp on the front that emits a white light visible from a distance of at least 500 feet to the front and with a red reflector on the rear that shall be visible from all distances from 100 feet to 600 feet to the rear when directly in front of lawful lower beams of head lamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used in addition to the red reflector.

**Section 2. Violation.**

Any person violating any provision of this ordinance shall be deemed responsible of a civil infraction and shall be assessed a fine consistent with the city schedule of fines for civil infractions.

**Section 3. Effective Date.**

This ordinance shall become effective twenty (20) days after passage.

\_\_\_\_\_  
Margaret Doud, Mayor

\_\_\_\_\_  
Danielle Leach, Clerk

Adopted: \_\_\_\_\_  
Effective: \_\_\_\_\_

# City of Mackinac Island Police Department

7374 Market Street, P.O. Box 188  
Mackinac Island, MI 49757  
Phone: 906-847-3300

## MOBILITY DISABILITY ACCOMMODATION APPLICATION FOR ELECTRIC BICYCLE

### Directions:

Applicants, please complete this application in full. Attach the required “credible assurance” that the device is required because of a mobility disability (a valid state-issued disability parking placard or card / a valid state-issued proof of disability / a statement from a medical provider confirming that the device is required because of a mobility disability) and photographs of the requested device as specified in Section 3. Complete applications may be presented to the Mackinac Island Police Department at [@MIPD.org](mailto: @MIPD.org), or at the address provided above. Applications must be submitted no less than 14 days prior to the applicant’s date on which the requested accommodation is needed. (Application cannot be processed without all fields completed, all attachments provided, and the applicant’s signature in Section 1 and Section 5.

### 1. Release of Information and Signature:

I am applying for a reasonable accommodation for a mobility disability to use an electric bicycle or tricycle in the City of Mackinac Island, Michigan. By providing this information and signature, I authorize the release of medical information provided herein and attached to the City of Mackinac Island. I certify the information is true and realize that by making a false statement on this application, I am subject to all penalties prescribed by law.

Name (First, Middle, Last)	Date of Birth	Phone Number ( )
Street Address (and PO Box if applicable)	City, State, Zip	County
City, State, Zip	Dates of Requested Accommodation	Email Address
Signature of Person with Disability X	Today’s Date	Signature of Representative (if applicable) X

### 2. Medical Eligibility / Credible Assurance of Mobility Disability

Please initial to acknowledge each statement below:

\_\_\_\_\_ I understand and agree that operation of an electric bicycle within the City of Mackinac Island is only allowable to a qualified person with a mobility disability after verification of credible assurance and upon issuance of an accommodation and license.

\_\_\_\_\_ I understand and agree that the definition of a "qualified person with a mobility disability" is as follows: an individual who has a physical impairment that substantially limits the ability of the individual to pedal a bicycle; and despite the person's physical limitations, he or she is capable of safely operating an electric assist tricycle/bicycle.

\_\_\_\_\_ I understand and agree that "credible assurance" means assurance that the device is required because of a mobility disability and may include a valid state-issued disability parking placard or card or a state-issued proof of disability. A statement from a medical provider confirming that the device is required because of a mobility disability, may also be submitted as credible assurance.

\_\_\_\_\_ I have attached to this application documentation providing Credible Assurance that my operation of the Electric Bicycle is required because of a mobility disability.

**3. Electric Bicycle Information**

For qualified individuals with a mobility disability, a reasonable accommodation for the act of cycling (and not as an alternative method of general transportation) within the City limits of Mackinac Island may be permitted if the use of the electric bicycle is necessary to reasonably and safely accommodate the mobility disability of that individual, and if that electric bicycle meets the following definition:

- Both two-wheeled bicycles and three-wheeled tricycles that satisfy all of the elements of the definition of "class 1 electric bicycle" contained in section 13e of the Michigan Vehicle Code, 1949 PA 300, MCL 257.13e.
- Three-wheeled tricycles that satisfy all of the elements of the definition of "class 2 electric bicycle" contained in section 13e of the Michigan Vehicle Code, 1949 PA 300, MCL 257.13e.

A. Please identify the details of the applicant's specific electric bicycle for which they are requesting a reasonable accommodation:

Brand/Make	Model	Class
Serial Number	Max Speed	Number of Wheels
Wattage	Color	Voltage

B. Please answer YES or NO to the following questions regarding the details of the applicant's specific electric bicycle for which you are requesting a reasonable accommodation:

- \_\_\_\_\_ Does your electric bicycle have a seat or saddle for use by the rider?
- \_\_\_\_\_ Does your electric bicycle have fully operable pedals for human propulsion?
- \_\_\_\_\_ Does your electric bicycle have an electric motor that provides assistance only when the rider is pedaling?
- \_\_\_\_\_ Does your electric bicycle have an electric motor that disengages or ceases to function when the electric bicycle reaches a speed of 20 miles per hour?
- \_\_\_\_\_ Does your electric bicycle have a permanently affixed label which identifies the Class, Max Wattage, and Max Speed, of the device?
- \_\_\_\_\_ Has your electric bicycle been modified in any way?
  - \_\_\_\_\_ If "YES" did the modification increase the maximum speed, increase the voltage, add a throttle, or remove seats or pedals?
  - \_\_\_\_\_ If "YES" did the modification increase remove or destroy a throttle?

- i. \_\_\_\_\_ If "YES" was the removal of the throttle permanent?
- 7. \_\_\_\_\_ Does your electric bicycle have a throttle?
  - a. \_\_\_\_\_ If "YES" does your electric bicycle have three wheels?

C. **\*\*Please attach to this application**, clear photographs of the applicant's specific electric bicycle for which they are requesting a reasonable accommodation, as specified below:

- The entire handle bar area from above.
- Profile the entire electric bicycle from both sides
- Any and all labels affixed to the frame, battery or any part of the device

**4. Verification of Information Provided.**

I understand that in addition to other possible legal remedies, any false statements made on this application may result in a civil municipal infraction under the City of Mackinac Island Code of Ordinances, the electric bicycle being impounded by the City of Mackinac Island Police Department, or denial of this application.

I further understand that if my application is not complete, or does not meet the requirements of Chapter 66, Article IV, Section 66-167 of the City of Mackinac Island Ordinance, this application will not be approved.

I understand that even if my application for a reasonable accommodation is granted, the City of Mackinac Island makes no guarantees that the applicant will be able to transport their electric bicycle to Mackinac Island. It is my responsibility to work with the ferry boat provider to determine whether my electric bicycle will be able to be transported to Mackinac Island.

I understand that approval of this application does not provide me with a permanent approval of such accommodation.

I understand that, if this application is approved, I must, at all times follow all local and state rules, ordinances and laws related to my use of this electric bicycle, including but not limited to, the speed limits within the City of Mackinac Island, which is a maximum speed of 15mph and 10 mph in the downtown business district.

**I DECLARE UNDER PENALTY OF PERJURY THAT THE ALL INFORMATION AND STATEMENTS MADE IN THIS APPLICATION ARE TRUE AND CORRECT. EXECUTED ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.**

/S/ \_\_\_\_\_

(Printed \_\_\_\_\_

AMENDMENT TO NOISE ORDINANCE,  
ORDINANCE NO. \_\_\_\_\_, AS AMENDED,  
OF THE CITY OF MACKINAC ISLAND CODE OF ORDINANCES  
CITY OF MACKINAC ISLAND, MICHIGAN  
Ord. No. \_\_\_\_\_ Eff. \_\_\_\_\_

An ordinance to amend the existing City of Mackinac Island Noise Ordinance, passed as Ordinance number \_\_\_\_\_, being Chapter 38, Article IV, Division 2 entitled Noise of the Code of Ordinances of the City of Mackinac Island.

THE CITY OF MACKINAC ISLAND ORDAINS:

Section 1. Repeal and Replace. Code Section 38-145, entitled “Temporary permits, is hereby repealed in its entirety and replaced with the following:

Section 38-145. Temporary permits.

(a) Applications for a permit for relief from the noise level designated in this division on the basis of undue hardship may be made to the ~~chief of police or his designated representative~~ city council. Any permit granted by the ~~chief of police~~ city council shall contain all conditions upon which the permit is granted, and shall specify the time for which such permit is granted. The ~~chief or his designated representative~~ city council may grant such a permit if ~~he~~ it finds:

- (1) The activity, operation or noise source will be of a temporary duration and cannot be done in a manner which will comply with the noise emission levels permitted by this division; and
- (2) No other reasonable alternative is available to the applicant.

(b) The ~~chief of police or his designated representative~~ city council shall prescribe any conditions or requirements ~~he~~ it deems necessary to minimize adverse effects upon the community or the surrounding neighborhood.

(c) Any temporary permit issued by the ~~chief of police~~ city council shall be issued without any fee being charged therefore.

Section 2. This amendment shall take effect 20 days from its passage, being \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Margaret Doud, Mayor

Ayes: \_\_\_\_\_

\_\_\_\_\_  
Danielle Leach, Clerk

Nays: \_\_\_\_\_

**AMENDMENT TO NOISE ORDINANCE,  
ORDINANCE NO. 526, AS AMENDED,  
OF THE CITY OF MACKINAC ISLAND CODE OF ORDINANCES  
CITY OF MACKINAC ISLAND, MICHIGAN  
Ord. No. 629 Eff. April 1, 2026**

An ordinance to amend the existing City of Mackinac Island Noise Ordinance, passed as Ordinance number 629, being Chapter 38, Article IV, Division 2 entitled Noise of the Code of Ordinances of the City of Mackinac Island.

**THE CITY OF MACKINAC ISLAND ORDAINS:**

**Section 1. Repeal and Replace.** Code Section 38-145, entitled “Temporary permits, is hereby repealed in its entirety and replaced with the following:

**Section 38-145. Temporary permits.**

(a) Applications for a permit for relief from the noise level designated in this division on the basis of undue hardship may be made to the city council. Any permit granted by the city council shall contain all conditions upon which the permit is granted, and shall specify the time for which such permit is granted. The city council may grant such a permit if it finds:

- (1) The activity, operation or noise source will be of a temporary duration and cannot be done in a manner which will comply with the noise emission levels permitted by this division; and
- (2) No other reasonable alternative is available to the applicant.

(b) The city council shall prescribe any conditions or requirements it deems necessary to minimize adverse effects upon the community or the surrounding neighborhood.

(c) Any temporary permit issued by the city council shall be issued without any fee being charged therefore.

**Section 2.** This amendment shall take effect 20 days from its passage, being **April 1, 2026.**

Date: \_\_\_\_\_

\_\_\_\_\_  
Margaret Doud, Mayor

\_\_\_\_\_  
Danielle Leach, Clerk

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Fee Ordinance Proposed Amendments  
Fiscal Year 2026 / 2027

Section XI, Itemh.

<b>RECOMMENDED FOR INCREASE:</b>			
	<b>Line Item</b>	<b>Current Rate</b>	<b>Recommended Increase</b>
<b>Police Department</b>			
	Tourist Snomobile Permit	\$5.00	\$10.00
	Residential Bike Licenses	\$3.50	\$5.00
	Bicycle Impound Fee	\$20.00 (plus license fee = \$23.50)	Op. 1 - Increase impound fee to \$40.00 (Midge Recommended) Op. 2 - Increase impound fee to \$40.00 plus \$10.00 additional per day for (7) days
	Civil Infraction - 1st Citation	\$100.00	\$130.00
	Civil Infraction - 2nd Citation	\$200.00	\$230.00
	Civil Infraction - 3rd Citation	\$500.00	\$530.00
	Civil - if paid within 10 days	\$10.00	\$15.00
	Civil - if paid after 10 days	\$20.00	\$30.00
<b>Building Department</b>			
	Residential sq' All Scopes	\$60.00 minimum fee	additional .05 per sq.ft - \$70.00 minimum fee
	Demolition	\$200.00	\$250.00
	Commercial Signs	\$50.00	\$60.00
	All Commercial Rates		Additional \$1.00 to the over \$1,000.00 costs across bldg value calculations
	Standard Comm. Zoning App Rev.	\$400.00	<b>\$450.00</b>
	Lot Split	\$800.00	<b>\$800.00</b> -- Combine line items to " Lot Split / Combination"
	Lot Combination	\$400.00	See above
	Lot Reconfiguration	NEW	<b>\$800.00</b>
	Appeal to ZBA	\$1,000.00	<b>\$1,500.00</b>
	Penalty Fee	\$250.00	<b>\$350.00</b> (unpermitted work within a historic district)
<b>Motor Vehicles</b>			
	"Per Run" fee	NEW	\$25.00 per additional trip off site OR lowest paid officer rate of \$31.60 Lowest pay of person capable of performing the task City Paid Escort Driver - \$25.00 per hour
		<b>Pg. 1 of 2</b>	



Edits Presented to Council

-2/18/26

-3/4/26

LICENSE AND PERMIT FEES AND RATES  
FOR THE 2025 LICENSING YEAR  
CITY OF MACKINAC ISLAND, MICHIGAN  
Ord. No. 626, Eff. April 1, 2025

An ordinance to set and establish those fees and rates for licenses, permits, and other municipal services of which are provided for and required through the enactment of various regulatory ordinances or resolutions.

THE CITY OF MACKINAC ISLAND ORDAINS:

Section 1. PURPOSE OF FEES AND RATES.

For the enhancement of public safety, public service, and general welfare, the use of municipal and public properties and personnel are made available to and are utilized by individuals, or groups of individuals, for the common good in order to ensure that such use and activity is in the best interest of the public. Such provision of services does result in financial obligations upon the City of which are more appropriately assessed upon the user of such service. Those fees and rates herein established and ordained are intended to be reasonable in their assessment in order to recover a portion of cost incurred by the City of Mackinac Island in the provision of these services.

Section 2. FEES AND RATES ESTABLISHED.

For the Licensing Year commencing April 1, 2025, the following schedules and tables with fees and rates are hereby ordained to be assessable and collectable for the described activities or services as so enumerated within;

A. Schedule A – Business and Commerce

New Business (each location)	\$400.00
Business Renewal (each location)	\$ 55.00
Off-Island Business	\$150.00

All business licenses expire on May 1<sup>st</sup> each year. There will be a late fee of \$50.00 for all renewal business licenses that haven't applied within thirty (30) days of expiration each year. All renewal licenses that haven't applied by June 1<sup>st</sup> each year will pay a new business license fee.

B. Schedule B – Cultural and Recreational

1. <u>Library:</u>	
Book Replacement Fee	\$Replacement cost of the book
Photocopy (per page)	\$ .25
Membership Fee (non-resident, per person)	\$ 10.00
Faxes – Outgoing (\$1.25 each additional page)	\$ 3.00 first page
Faxes – Incoming (\$1.00 each additional page)	\$ 2.00 first page
2. Kayak Storage Rental (May 1 – October 31)	\$ 50.00 each

3. Community Hall Deposit and Rental Fees:

a. For All Functions

Individual – Resident (year-round resident) - Deposit \$200.00

Up to 50 People	Fee	\$ 50.00
Up to 100 People	Fee	\$ 100.00
Up to 200 People	Fee	\$ 150.00

Individual – Non-Resident – Deposit \$500.00

Up to 50 People	Fee	\$2,000.00
Up to 100 People	Fee	\$3,500.00
Up to 200 People	Fee	\$5,000.00

Non-Profit Group – Deposit \$200.00

Up to 50 People	Fee	\$ 50.00
Up to 100 People	Fee	\$ 100.00
Up to 200 People	Fee	\$ 150.00

For-Profit Group – Deposit \$500.00

Up to 50 People	Fee	\$2,500.00
Up to 100 People	Fee	\$4,000.00
Up to 200 People	Fee	\$5,500.00

4. Stuart House Admissions

Per Person Rate	Fee	\$5.00
Family Rate	Fee	\$10.00
12 years of age and under	Fee	Free

C. Schedule C – Public Safety

1. Inspections:

Commercial Stable (each)

1 – 25 horses	\$ 400.00
26 – 50 horses	\$ 600.00
51 – 100 horses	\$ 800.00
101 – 200 horses	\$1,000.00

Private (Residential) Stable (each location) \$ 100.00

Up to eight (8) horses

Snowmobile Fees

Resident Commuter Annual Fee:

November 1 – December 31 (discount early registration)	\$ 5.00
January 1 – April 15 (regular registration)	\$ 15.00
Daily Permit Fee	\$ 5.00

2. Impounds:

Dog	\$ 25.00
Bicycle (plus cost of current/valid license)	\$ 20.00
Luggage Cart	\$ 25.00
Snowmobile	\$ 75.00
Drone Permit	\$ 25.00

REMOVE

D. Schedule D - Transportation & Conveyance

1.	<u>Horse Drawn/Use:</u>	
	Hourly Livery Carriage (each)	\$ 215.00
	Sightseeing Carriage (each)	\$ 240.00
	Hotel Bus (each)	\$ 240.00
	Taxi (each)	\$ 240.00
	Drive Yourself Carriage (each)	\$ 70.00
	Single Horse Dray (each)	\$ 65.00
	Double Horse Dray (each)	\$ 105.00
	Commercial Saddlehorse (each)	\$ 70.00

<del>2.</del>	<u>Bicycle:</u>	
	Commercial Rental Bicycle License (each)	\$ 60.00
	Commercial Rental Bicycle Replacement License (each)	\$ 70.00
	Annual License (each)	\$ 3.50
	Tourist License (each)	\$ 2.00

3.	<u>Motor Vehicle Permit - Fees Charged Per Vehicle, Per Location:</u>	
	Trailer pulled behind a vehicle	\$ 75.00
	Trailer pulled behind a dray	\$ 15.00
	Utility Cart, Lawn Care Maintenance Tractor (annual)	\$ 50.00
	Commercial Golf Cart	\$ 30.00
	Contracted Residential Vehicle (annual)	\$ 35.00
	Truck w/dumpster one (1) delivery & one (1) removal	\$ 175.00
	Automobile / SUV / 1-Ton / Pick-Up / Conversion Van / Backhoe / Forklift / Skid steer / Man Lift	
	1 - 3 days use - \$150.00	4 - 6 days use - \$200.00
	7 - 15 days use - \$275.00	16 - 30 days use - \$375.00
	Single Axle Delivery Truck / 5-yrd Dump Truck	
	1 - 3 days use - \$250.00	4 - 6 days use - \$300.00
	7 - 15 days use - \$375.00	16 - 30 days use - \$475.00
	Tandem Axle Delivery Truck / 10-yrd. Dump Truck / Modular House Moving Truck	
	1 - 3 days use - \$275.00	4 - 6 days use - \$325.00
	7 - 15 days use - \$425.00	16 - 30 days use - \$600.00
	Front-End Loader	
	1 - 3 days use - \$250.00	4 - 6 days use - \$300.00
	7 - 15 days use - \$375.00	16 - 30 days use - \$550.00
	Bulldozer / Grader / Crane	
	1 - 3 days use - \$150.00	4 - 6 days use - \$200.00
	7-15 days use - \$275.00	16 - 30 days use - \$450.00
	Redi-Mix/Pump Truck / Concrete Truck (4 cubic yrd max.) / Single Bottom Tractor-Trailer	
	1 - 3 days use - \$275.00	4 - 6 days use - \$325.00
	7 - 15 days use - \$425.00	16 - 30 days use - \$600.00

\* Additional dump/trip off of work site - \$25.00 per trip on top of the above established flat fee

**E. Schedule E – Zoning Review/Approvals/Permits**

Standard Residential	\$ 150.00	
Standard Commercial	\$ 400.00	- Increase to \$450.00
Zoning Variance	\$1,500.00	
Ordinance Interpretation	\$ 300.00	
Rezoning	\$3,500.00	
Lot Split / Combo	\$ 800.00	} same at \$800.00
Lot Combo Reconfiguration	<del>\$ 400.00</del>	
Special Land Use	\$1,000.00	
Appeal of Decision to Zoning Board of Appeals	\$1,000.00	- Increase to \$1,500.00
Planned Unit Development	\$2,000.00	
Non-Profit Organization	One-Half Commercial Rates	
Revision Fee	1/3 of original permit cost	
Penalty Fee	\$ 250.00	- Increase to \$350.00
(for work performed without a permit or not to the specifics of approved application; addition to the permit fee)		
Architectural Review Fee	100% of cost of review	
(if review is required by City ordinance, or no fee if the Commission requests a review, but it is not required by the City ordinance)		

**F. Schedule F – Building Construction Plan Review/Inspections/Sign Permits**

1. One or Two Family Residential and Accessory Structures (based on gross area):

Each Floor	.30/sq.ft., \$60.00 minimum	- \$70.00 Minimum
Basement	.25/sq.ft., \$60.00 minimum	
Piers, Piles, Slab, Crawl Space	.20/sq.ft., \$60.00 minimum	
Additions	.30/sq.ft., \$60.00 minimum + Foundation	
Remodeling	.30/sq.ft., \$60.00 minimum	
Modular Homes:		
State of MI Pre-Inspected Unit	75% of residential fee for finished floor areas only.	
HUD Approved Single Wide Mobile Home	\$100.00	
HUD Approved Double Wide Mobile Home	\$200.00	
Residential Attached Garage	.25/sq.ft., \$60.00 minimum + Foundation	
Utility Building/Private Garage	.25/sq.ft., \$60.00 minimum + Foundation	
Deck	.20/sq.ft., \$60.00 minimum + Foundation	
Breezeway	Same as additions	
Enclosed Porch	Same as additions	
Covered Porch	.25/sq.ft., \$60.00 minimum + Foundation	
Demolition	\$200 (no charge for accessory buildings under 200 square foot)	
Residential Storage Shed/Accessory Bldg.		} Increase to \$250.00
Not exceeding 200 sq.ft.	No Permit Required	
Greater than 200 sq. ft. and not on a permanent foundation	\$100.00	
Miscellaneous Residential Construction	\$100.00	
Moving/Relocation of Existing Structure to Another Property	Same as New Construction	

2. Non-Profit Organization One-half Commercial Rates

3. Commercial Construction (based on Total Construction Costs) (Including Temporary Hard Sided Structures for Construction Storage and Shop Use)

\$1.00 to \$1,000.00	\$225.00
\$1,001.00 to \$10,000.00	\$225.00, plus \$28.00 per \$1,000.00 over \$1,000.00
\$10,001.00 to \$100,000.00	\$477.00, plus \$9.00 per \$1,000.00 over \$10,000.00
\$100,001.00 to \$500,000.00	\$1,287.00, plus \$8.00 per \$1,000.00 over \$100,000.00
\$500,001.00 and \$1,000,000.00	\$4,487.00, plus \$7.00 per \$1,000.00 over \$1,000,000.00
\$1,000,001.00 and over	\$7,987.00, plus \$6.00 per \$1,000.00 over \$1,000,000.00
Change of Use/Without Physical/Structural Alterations	\$200.00
Temporary Storm/Weather Shelter Attached to Commercial Structure (seasonal)	\$100.00 one-time only fee; provided that the design, construction, and placement does not change from originally approved design.
Detached Commercial Related Accessory Structures Less than 120 sq. ft.	No permit required

4. Appeal to Construction Board of Appeals \$700.00

5. Commercial Signs (See Sign Ordinance)

Including:

- \*Wall Sign
- \*Window Sign
- \*Awning or Canopy Sign
  - New Installation
  - Modification to an existing awning or canopy

\$50.00 each sign  
(A separate/additional Building permit may be required for some signs)

*\* Increase to \$100.00 each*

Special Event Signage

- Banners, balloons, campaign posters, etc. No Permit or Fee Required
- Off-Premise Commercial Sign Permit & Fee as applicable

For Sale/For Rent Sign

- Private Resident No Permit or Fee Required
- Commercial Property/Realty Listing \$50.00 annual permit fee
- Directional, Safety, Informational No Permit or Fee Required

**G. Schedule G – Administrative and Other Services**

Photocopies and Copies of Public Records	\$1.00 per page and current Employee hourly wage for copying documents
Competitive Event or Parade Permit	\$ 25.00 (1-50 people) \$100.00 (51 or more people)
Commercial Fireworks Permit	\$100.00 application fee
Sidewalk/Land Use Permit (for temporary occupancy/use, i.e. construction barriers, scaffolding, bracing, etc.)	\$25.00, each location per seven (7) day period (City of Mackinac Island and/or the Mackinac Island Police Department reserve the right to Apply restrictions as needed to any permit)
Street/Sidewalk/Curbing Utility Cut	\$5,000.00 Performance Bond (cash, cashier's check, or surety bond)
Street/Sidewalk/Curbing Utility Cut Fee	\$1,000.00
Sidewalk Repair	\$ 50.00 application fee
Land Division Application Fee	\$ 500.00 each application

**H. Schedule H – Cemetery**

Single Lot, each – Resident	\$ 400.00
Perpetual Care, per person, per burial	\$ 300.00
Cemetery buy back administration fee (per hour)	\$ 50.00

**I. Schedule I – Historic District Fees.**

Definitions for Fee Schedule:

**Resource:** A publicly or privately owned historic or non-historic building, structure, object, site, feature or open space within a historic district.

**Replacement/Like for Like:** Work that does NOT change the detail, size or shape of a resource. Replacement “work” requires Staff Approval only and a Certificate of Appropriateness from the HDC.

- Examples:
1. Replacing rotted fence with the same wood is “like for like”.
  2. Replacing a wood window in the same opening with the same type window is “like for like”.
  3. Replacing a porch with no changes to material, size or shape is “like for like”.

**Repair/Alteration:** Restoring a decayed or damaged resource to a good or sound condition by any process. A repair that changes the external appearance or detail of a resource constitutes “work” requiring Commission review and Certificate of Appropriateness from the HDC.

**Demolition:** The razing or destruction, whether entirely or in part, of a resource and includes, but is not limited to, demolition by neglect. Demolition requires a Notice to Proceed from the HDC.

Activity:

STAFF REVIEW

Staff review of exterior like for like work including building plans \$ 25.00

HISTORIC DISTRICT COMMISSION APPLICATION FEES

Demolition of a resource	
Entire resource without replacement	\$1,500.00
A portion of resource on yard structure	\$ 750.00
Without replacement (such as porches, stairs, sheds, gates)	
Repair/Alteration of a Resource *	\$ 600.00
Relocation of a resource	\$ 750.00
New Construction: Principal	\$ 750.00
Revised Plans previously submitted	\$ 250.00
New Construction: Accessory resource	\$ 100.00
(such as outbuilding, fence, shed)	
Residential Additions:	
Which change the exterior appearance of a single story	\$ 250.00
Residential Additions: Which change more than a single story	\$ 500.00
Miscellaneous Work	\$ 100.00

Satellite Dish Placement Fee on Property in a Historic District \$ 100.00

Propane Tank Placement Fee on Property in a Historic District \$ 100.00

Work that is completed without approval shall be required to pay \$250.00 in addition to the applicable Application Fee. This is in addition to those remedies available to the HDC as provided by law.

\* A Repair/Alteration may be determined to be demolition requiring one of the exceptions listed in Ordinance No. 443, Section 14, to be met.

Sec. 3. Repealed.

All previous ordinances inconsistent with the terms and provisions of this ordinance, including ordinance No. 487, are hereby repealed.

Sec. 4. Effective Date.

This ordinance and fees and rates provided herein, shall become effective

Adopted: March 26, 2025

Effective: April 1, 2025

# Building Dept.

Section XI, Itemh.

**City Clerk**

---

**From:** David Lipovsky  
**Sent:** Tuesday, February 17, 2026 1:59 PM  
**To:** City Clerk  
**Subject:** building permit fees

Danielle

Based on our conversation about fees I believe we should raise the fees for building permits in a few areas to make them comparable to some of the surrounding areas.

Examples:

Residential sq' (all scopes): .05/sq.ft. \$70.00 minimum  
Demolition: \$250.00  
Wall Signs: \$60.00

I looked over the commercial rates and think we should add \$1 to the over \$1000.00 cost across the building value calculations. Let me know if you any questions.

Regards

David Lipovsky II  
City of Mackinac Island  
Building Inspector  
Zoning Administrator

# Police Dept.

City Clerk

**From:** dmiedzianowski@mipd.org  
**Sent:** Tuesday, February 17, 2026 2:15 PM  
**To:** City Clerk  
**Subject:** Re: Please get back to me

Hey D,

Here is that info. Thx for all you do.

Chief Dwayne Miedzianowski  
Mackinac Island Police Department  
7374 Market Street, PO Box 188  
Mackinac Island, MI. 49757  
Office: 906-847-3300  
Fax: 906-847-0344

On 2026-02-17 12:59, City Clerk wrote:

- > Hey Midge,
- >
- > Could you please send me verbiage for the following:
- >
- > \* Local bike license increase / \$5
- > \* Impound fees Option 1# \$40 / #2 \$40 impound initially then \$10 per
- > day after 7 days. I'd say option 1 to ease into it.
- > \* Civil Infractions - \$130 first citation / \$230 for second / \$530
- > for 3rd violation / \$15 costs if paid within 10 days / Otherwise \$20
- > if after 10
- > days (Ord 2-335).
- >
- > If you could get those to me by the end of the day or first thing
- > tomorrow, that would be great!
- >
- > Danielle Leach
- >
- > City Clerk
- >
- > City of Mackinac Island
- >
- > P.O. Box 455
- >
- > Mackinac Island, MI 49757
- >
- > Phone: (906) 847 - 3702
- >
- > Fax: (906) 847 - 6430

Sec. 2-335. - Schedule of civil fines/costs.

Unless a different schedule of civil fines is provided of by an applicable ordinance, the civil fines payable to the bureau upon admissions of responsibility by persons served with municipal ordinance violation notices shall be determined pursuant to the following schedule:

1st violation within 2-year period \* .....\$100.00

2nd violation within 2-year period \* .....200.00

3rd violation within 2-year period \* .....500.00

\* determined on the basis of the date of violation(s).

In addition to the above-prescribed civil fines, costs in the amount of \$10.00 shall be assessed by the bureau if the fine and costs are paid within ten days of the date of service of the municipal ordinance violation notice. Otherwise, costs of \$20.00 shall be assessed by the bureau.

(Ord. No. 421, 6-23-2004; Ord. No. 496, 6-10-2015, eff. 6-30-2015)

**City Clerk**

---

**From:** Mayor's Assistant  
**Sent:** Tuesday, March 3, 2026 4:19 PM  
**To:** City Clerk  
**Subject:** Agenda Item

Good afternoon Danielle,

I believe the following will need to be an agenda item, as we discussed, because I am looking for a specific answer to two questions.

Council accepted a one-year contract with Country Cleaning for the public restrooms. The Island does a soft opening, from my calculations, two Fridays before May 1<sup>st</sup> each year. Last year, the council asked Country Cleaning to open the restrooms for the soft opening; the cost was roughly \$3000.00. Will the council want this again for the 2026 season?

I am also starting the RFP for the 4-year restroom BIDS. Do we want to put in the RFP that we open for the soft opening 2 Fridays before May 1<sup>st</sup>, so it will be built into future contracts?

Thank you,

*Trista L. Franco*

Mayor's Assistant  
City of Mackinac Island  
7358 Market Street  
P.O. Box 455  
Mackinac Island, MI 49757  
[assistant@cityofmi.org](mailto:assistant@cityofmi.org)  
(906) 847-6556 (office)  
(906) 847-6430 (fax)

63686-01-Clerk\_Laptop

Section XI, Itemj.

City of Mackinac Island Clerk  
 7358 Market Street  
 PO BOX 455  
 Mackinac Island, MI 49757  
 (906) 847-3345

Revision: 3/4/2026  
 Prepared by: Empiric Solutions, Inc.  
 Ed Martins  
 Ticket #: 63686

Qty	Vendor	Quote #	MFG Part#	Description	Unit Price	Ext. Price	Comments
<b>Hardware</b>					<b>Hardware total: \$1,589.14</b>		
1	Dell	3000199861404.2	PC14250	Dell Pro 14 PC14250 32GB RAM 512SSD	\$ 1,547.08	1,547.08	With 5 years ProSupport + Accidental Damage
1	Dell	3000199861404.2	Dell Travel Bundle	Dell Travel Bundle (Case and wireless mouse)	\$ 42.06	42.06	Dell accessory package that reduces total quote
<b>Software</b>					<b>#REF!</b>		
				Shipping		-	
				Sales Tax (if client is not tax exempt)		-	
<b>Grand Total:</b>						<b>\$ 1,589.14</b>	

**NOTES:**  
 Describe Scope of work and purpose of the document.

If checked, the above pricing is for budgetary purposes only.

If checked, the above pricing is based on quotes supplied by the vendor(s).

*This document is a consolidated materials list showing products and costs from various sources. These items are not being resold by Empiric Solutions and pricing is subject to changes by the vendor(s) supplying each product. If a vendor make more than minor modifications to their pricing, the client will be notified of the change prior to purchase. Pricing may only include estimated delivery costs.*

	1. Ship To:	City of Mackinac Island Attn: Danielle Leach Ticket #63686 7358 Market Street Mackinac Island, MI 49757	<-- Enter the preferred shipping location. If the BOM has items that need to ship to different addresses, please repeat this section and notate the shipping address number in the item comment field.
--	-------------	--	--

FEB 24 2026

D. Leach

# Otis Service and Repair Order

2/24/2026

**CUSTOMER NAME** <sup>#1,671.00</sup>  
MICHILIMACKINAC COURTHOUSE  
7374 Market St  
Mackinac Island, MI 49757

**OTIS ELEVATOR COMPANY**  
1777C S GARFIELD AVE,  
TRAVERSE CITY, MI 49686

**OTIS CONTACT**  
Kelli Shafley  
Phone: (616) 306-3930  
Email: Kelli.Shafley1@otis.com

**PROJECT LOCATION**  
MICHILIMACKINAC COURTHOUSE  
7374 MARKET ST  
MACKINAC ISLAND, MI 49757-

**PROPOSAL NUMBER**  
QTE-002374067

5106

We propose to furnish the necessary material and labor on the following units:

Unit	Customer Designation
F81544	LIFT 1

## SCOPE OF WORK

### CAT 1 HYDRO TEST PACKAGE

Otis will provide labor and material to perform the following CAT 1 Hydro Testing on the unit/s indicated.

The CAT 1 Hydro Package covers the following tests to be performed:

Test Name:	Scope of Work:	Code Reference:
<b>Pressure Relief Valve &amp; No Load Test</b>	We will test the hydraulic system, control valve pressure relief setting, limit switches, low oil switch, low pressure switch, and oil buffers (if provided) for proper operation. Portions of this test may be completed at full operating pressure as required by the Category 1 periodic code test or as required by the local authority having jurisdiction (AHJ).	ASME A17.1: 8.6.5.6 8.6.5.9 8.6.5.12 8.6.5.14.1-2 8.6.5.14.3a,3h,3i 8.6.5.14.4-5
<b>Emergency Communications Test</b>	We will test In-car communication devices, including telephone, intercom, and alarm bells to ensure proper operation as required by	ASME A17.1: 8.6.4.15 8.6.4.19.15

OTIS SERVICE AND REPAIR ORDER

OTIS SERVICE AND REPAIR ORDER

	code or by the local authority having jurisdiction (AHJ).	
<b>Evacuation Device Test - Cat 1 (2013) (If equipped.)</b>	We will test the device designed to restrict hoistway and car door opening.	ASME A17.1: 8.6.4.19.16
<b>Fire Service Annual Test (If equipped.)</b>	We will test the Fire Service Operation Phase 1 and Phase 2 for proper operation. The test will include hall activation and car activation, with car operation on Phase 2 to at least one landing away from the main egress landing. If required by the local AHJ supplemental documentation will be provided.	ASME A17.1: 8.6.4.19.6
<b>Cab Emergency Light &amp; Alarm Bell Test</b>	We will test in-car emergency lighting devices to ensure proper operation as required by code or by the local authority having jurisdiction (AHJ).	ASME A17.1: 8.6.4.15
<b>Hoistway Door Lock Safety Test</b>	We will check all hoistway door gibs and vision panels We will test and confirm door locks to verify an open lock will prevent movement.	ASME A17.1: 8.6.4.13.1

*These tests impose much greater stresses on the equipment than those of normal operation. It is agreed that in making inspections or tests, you assume any and all liability for personal injury (including death) or property damage in connection with, related to, or arising out of the action or failure of any part of the elevator equipment and that you agree to defend, indemnify, and hold us harmless from same. **If repairs are necessary to obtain proper operation of the equipment to meet the requirements of these tests, such work will be an extra to the Contract.***

Material provided shall be installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

**PRICE**

\$1,671.00

One thousand six hundred seventy-one dollars

This price is based on a **one hundred percent (100%) downpayment** in the amount of \$1,671.00.

**PAYMENT TERMS:**

- The downpayment amount is due in full prior to Otis ordering material and/or mobilizing.
- If you choose the alternative downpayment amount listed below, the corresponding adjustment shall be applied to the base contract amount.

Downpayment Percent	Price Adjustment Percentage	Authorization (Initial)
25%	+ 10%	
75%	+ 5%	

In the event 100% of the contract price is not paid up front, we must be paid the remaining balance no later than the completion of work. Final invoice will be submitted once work is scheduled.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

**SUGGESTED BY:** Joshua White

**TITLE:** Mechanic

Accepted in Duplicate

**OTIS SERVICE AND REPAIR ORDER**

<b>MICHILIMACKINAC COURTHOUSE</b>	<b>Otis Elevator Company</b>
-----------------------------------	------------------------------

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: Megan Yaksic

Title: \_\_\_\_\_

Title: Director & GM, Michigan

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Company Name: MICHILIMACKINAC  
COURTHOUSE

Principal, Owner or Authorized Representative of  
Principal or Owner

Agent \_\_\_\_\_  
(Name of Principal or Owner)

The customer will be responsible for paying local inspection fees if applicable.

Your account representative will contact you to schedule the work. All work will be performed during regular working days and hours of the Elevator Trade unless otherwise specified above. The price quoted below does not include sales tax and is valid for 30 days from the date specified above. The work will be scheduled based on the availability of material and manpower to complete the job efficiently.

The scope proposed herein represents the entire scope that we are contracted for, if additional work is required by others to allow for completion of this work and/or for the inspection to occur, that work is not included. If additional labor and material are needed, a supplemental proposal will be sent.

**OTIS SERVICE AND REPAIR ORDER**

**OTIS SERVICE AND REPAIR ORDER**

**TERMS AND CONDITIONS**

1. This quotation is subject to change or withdrawal by us prior to acceptance by you.
2. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described. Furthermore, you agree that the agreed price is subject to increase caused by any reason beyond Otis' reasonable control including but not limited to commodity, fuel, tariff, and/or shipping transportation cost increases.
3. Payments shall be made as follows: A down payment of One Hundred percent (100.0%) of the price shall be paid by you upon your signing of this document. Full payment shall be made on completion if the work is completed within a thirty day period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
4. In the event the work is not completed within 180 calendar days from your original authorization to proceed through no fault of Otis, Otis may notify you of an updated price – which may be accepted or rejected by you. If rejected, Otis will not be required to perform work, and no amounts will be due and payable by you hereunder except amounts for any labor, services, or materials that had already been furnished or procured by Otis prior to notice of price increase. If you are not notified of a new price by Otis, then the parties' obligations will be unchanged and each party will be required to perform their obligations hereunder.
5. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with a safe place in which to work. Additionally, you agree to notify us if you are aware or become aware prior to the completion of the work of the existence of asbestos or other hazardous material in any elevator hoistway, machine room, hallway or other place in the building where Otis personnel are or may be required to perform their work. In the event it should become necessary to abate, encapsulate or remove asbestos or other hazardous materials from the building, you agree to be responsible for such abatement, encapsulation or removal, and in such event Otis shall be entitled to delay its work until it is determined to our satisfaction that no hazard exists and compensation for delays encountered if such delay is more than sixty (60) days. In any event, we reserve the right to discontinue our work in the building whenever in our opinion this provision is being violated.
6. Unless otherwise agreed in writing, it is understood that the work shall be performed during our regular working hours of our regular working days. If overtime work is mutually agreed upon and performed, an additional charge therefore, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our then current labor rates.
7. Title to any material to be furnished hereunder shall pass to you when final payment for such material is received. In addition, we shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC -1 form or any other document reasonably requested by us for that purpose.
8. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
9. Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic, quarantine (including Covid-19), sabotage, cyber security, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.
10. We warrant that all services furnished will be performed in a workmanlike manner. We also warrant that any equipment provided hereunder shall be free from defects in workmanship and material. Our sole responsibility under this warranty shall be at our option to correct any defective services and to either repair or replace any component of the equipment found to be defective in workmanship or material provided that written notice of such defects shall have been given to us by you within ninety (90) days after completion of the work or such longer period as may be indicated on the front of this form. All defective parts that are removed and replaced by us shall become our property. We do not agree under this warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any causes beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity and authority to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall, at our option, (i) procure for you the right to use the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the

equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage and obsolescence.

THE EXPRESS WARRANTIES SET FORTH HEREIN ARE THE EXCLUSIVE WARRANTIES GIVEN; WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE; AND THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.

11. Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort (including negligence), in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
12. To the fullest extent permitted by law, you agree to defend, indemnify, and hold Otis harmless against any claim or suit for personal injury or property damage alleged to arise out of this contract, except to the extent that such damage or injury has been adjudicated as having been caused by Otis' sole negligence. In the event that Otis is requested to provide hoistway cartop/pit access to you, and/or to third parties acting at your request, direction, or control, and which may be subject to additional charges at Otis' sole discretion, then in addition to the foregoing defense, indemnity and hold harmless obligations, you shall carry and maintain the following insurance throughout the duration of such work in the hoistway/cartop/pit areas, and will furnish to Otis a certificate of insurance evidencing the following: Commercial General Liability insurance, written on an occurrence basis, with limits on a per occurrence basis of at least \$2,000,000 for personal injury or death, and \$2,000,000 for property damage, naming Otis as additional insured. Such insurance shall be issued by an insurer authorized to do business in the state or province where the property is located and the equipment and/or services are to be rendered, shall contain a clause in the policy setting forth the insurer's acceptance of liability as set forth in this agreement, and a clause pursuant to which the insurer waives any right of subrogation as to Otis. This policy shall be written as a primary policy only, and not contributing to or in excess of any insurance carried by Otis. You shall provide Otis with at least thirty (30) days prior written notice of cancellation or material change in the coverage.
13. It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment being furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code.
14. In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by clicking on "Tools & Resources" on the home page, selecting "Lockout Tagout Policy" under the "Safety Information" column and downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," or the then most current version, both of which are in .pdf format. You agree that you will disseminate these procedures throughout your organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at your facility and will ensure that such personnel comply with these LOTO procedures while Otis personnel are working on site.
15. This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party.
16. This Contract will be deemed voidable, even after execution, if it is determined by Otis that performance of the services and/or engagement in the contractual relationship/transaction will violate, or is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.
17. By accepting delivery of parts incorporating software, you agree that the transaction is not a sale of such software but merely a license to use such software solely for operating the unit(s) for which the part was provided, not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms prior to any such transfer.



## City Clerk

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**From:** Zalinger, Crystina <Crystina.Tyler2@otis.com>  
**Sent:** Tuesday, February 24, 2026 12:00 PM  
**To:** City Clerk  
**Cc:** Shafley, Kelli  
**Subject:** MICHILIMACKINAC COURTHOUSE\_ 2026 CAT 1\_ QTE-002374067  
**Attachments:** QTE-002374067-Otis T-Order Proposal (EN).pdf

Dear Otis Customer,

Thank you for continuing to trust Otis with your elevator/escalator needs. During one of your technician's visits, they identified a State Mandated Test that needs to be performed.

Please find the attached proposal for your elevator identified by your dedicated Otis Mechanic. If you are ready to move forward with your project, please sign and return this proposal and we will contact you to discuss invoicing and scheduling.

If you have additional questions, please do not hesitate to contact your account manager copied on this email.

We appreciate your consideration and your partnership with Otis Elevator Company,

**Sincerely,**

**Crystina Zalinger**

Otis Elevator

Sales Support Associate, Delivery Operations



FEB 24 2026

By: D. Leach

# Otis Service and Repair Order

2/24/2026

**CUSTOMER NAME** \$1,671.00  
COMMUNITYHALL /MACKINAC IS  
187 Market St  
Mackinac Island, MI 49757

**OTIS ELEVATOR COMPANY**  
1777C S GARFIELD AVE,  
TRAVERSE CITY, MI 49686

**OTIS CONTACT**  
Kelli Shafley  
Phone: (616) 306-3930  
Email: Kelli.Shafley1@otis.com

**PROJECT LOCATION**  
COMMUNITYHALL /MACKINAC I  
7358 MARKET ST  
MACKINAC ISLAND, MI 49757-  
5106

**PROPOSAL NUMBER**  
QTE-002373903

OTIS SERVICE AND REPAIR ORDER

We propose to furnish the necessary material and labor on the following units:

Unit	Customer Designation
F81543	LIFT 1

### SCOPE OF WORK

#### CAT 1 HYDRO TEST PACKAGE

Otis will provide labor and material to perform the following CAT 1 Hydro Testing on the unit/s indicated.

The CAT 1 Hydro Package covers the following tests to be performed:

Test Name:	Scope of Work:	Code Reference:
<b>Pressure Relief Valve &amp; No Load Test</b>	We will test the hydraulic system, control valve pressure relief setting, limit switches, low oil switch, low pressure switch, and oil buffers (if provided) for proper operation. Portions of this test may be completed at full operating pressure as required by the Category 1 periodic code test or as required by the local authority having jurisdiction (AHJ).	ASME A17.1: 8.6.5.6 8.6.5.9 8.6.5.12 8.6.5.14.1-2 8.6.5.14.3a,3h,3i 8.6.5.14.4-5
<b>Emergency Communications Test</b>	We will test In-car communication devices, including telephone, intercom, and alarm bells to ensure proper operation as required by	ASME A17.1: 8.6.4.15 8.6.4.19.15

OTIS SERVICE AND REPAIR ORDER

	code or by the local authority having jurisdiction (AHJ).	
<b>Evacuation Device Test - Cat 1 (2013) (If equipped.)</b>	We will test the device designed to restrict hoistway and car door opening.	ASME A17.1: 8.6.4.19.16
<b>Fire Service Annual Test (If equipped.)</b>	We will test the Fire Service Operation Phase 1 and Phase 2 for proper operation. The test will include hall activation and car activation, with car operation on Phase 2 to at least one landing away from the main egress landing. If required by the local AHJ supplemental documentation will be provided.	ASME A17.1: 8.6.4.19.6
<b>Cab Emergency Light &amp; Alarm Bell Test</b>	We will test in-car emergency lighting devices to ensure proper operation as required by code or by the local authority having jurisdiction (AHJ).	ASME A17.1: 8.6.4.15
<b>Hoistway Door Lock Safety Test</b>	We will check all hoistway door gibs and vision panels We will test and confirm door locks to verify an open lock will prevent movement.	ASME A17.1: 8.6.4.13.1

*These tests impose much greater stresses on the equipment than those of normal operation. It is agreed that in making inspections or tests, you assume any and all liability for personal injury (including death) or property damage in connection with, related to, or arising out of the action or failure of any part of the elevator equipment and that you agree to defend, indemnify, and hold us harmless from same. **If repairs are necessary to obtain proper operation of the equipment to meet the requirements of these tests, such work will be an extra to the Contract.***

Material provided shall be installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

The customer will be responsible for paying local inspection fees if applicable.

Your account representative will contact you to schedule the work. All work will be performed during regular working days and hours of the Elevator Trade unless otherwise specified above. The price quoted below does not include sales tax and is valid for 30 days from the date specified above. The work will be scheduled based on the availability of material and manpower to complete the job efficiently.

The scope proposed herein represents the entire scope that we are contracted for, if additional work is required by others to allow for completion of this work and/or for the inspection to occur, that work is not included. If additional labor and material are needed, a supplemental proposal will be sent.

**OTIS SERVICE AND REPAIR ORDER**

**PRICE**

**\$1,671.00**

One thousand six hundred seventy-one dollars

This price is based on a **one hundred percent (100%) downpayment** in the amount of \$1,671.00.

**PAYMENT TERMS:**

- The downpayment amount is due in full prior to Otis ordering material and/or mobilizing.
- If you choose the alternative downpayment amount listed below, the corresponding adjustment shall be applied to the base contract amount.

Downpayment Percent	Price Adjustment Percentage	Authorization (Initial)
25%	+ 10%	
75%	+ 5%	

In the event 100% of the contract price is not paid up front, we must be paid the remaining balance no later than the completion of work. Final invoice will be submitted once work is scheduled.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

**SUGGESTED BY:** Joshua White

**TITLE:** Mechanic

Accepted in Duplicate

**OTIS SERVICE AND REPAIR ORDER**

**COMMUNITYHALL /MACKINAC IS**

**Otis Elevator Company**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: Megan Yaksic

Title: \_\_\_\_\_

Title: Director & GM, Michigan

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Company Name: **COMMUNITYHALL /MACKINAC IS**

Principal, Owner or Authorized Representative of Principal or Owner

Agent \_\_\_\_\_  
(Name of Principal or Owner)

**OTIS SERVICE AND REPAIR ORDER**

**TERMS AND CONDITIONS**

1. This quotation is subject to change or withdrawal by us prior to acceptance by you.
2. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described. Furthermore, you agree that the agreed price is subject to increase caused by any reason beyond Otis' reasonable control including but not limited to commodity, fuel, tariff, and/or shipping transportation cost increases.
3. Payments shall be made as follows: A down payment of One Hundred percent (100.0%) of the price shall be paid by you upon your signing of this document. Full payment shall be made on completion if the work is completed within a thirty days period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
4. In the event the work is not completed within 180 calendar days from your original authorization to proceed through no fault of Otis, Otis may notify you of an updated price – which may be accepted or rejected by you. If rejected, Otis will not be required to perform work, and no amounts will be due and payable by you hereunder except amounts for any labor, services, or materials that had already been furnished or procured by Otis prior to notice of price increase. If you are not notified of a new price by Otis, then the parties' obligations will be unchanged and each party will be required to perform their obligations hereunder.
5. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with a safe place in which to work. Additionally, you agree to notify us if you are aware or become aware prior to the completion of the work of the existence of asbestos or other hazardous material in any elevator hoistway, machine room, hallway or other place in the building where Otis personnel are or may be required to perform their work. In the event it should become necessary to abate, encapsulate or remove asbestos or other hazardous materials from the building, you agree to be responsible for such abatement, encapsulation or removal, and in such event Otis shall be entitled to delay its work until it is determined to our satisfaction that no hazard exists and compensation for delays encountered if such delay is more than sixty (60) days. In any event, we reserve the right to discontinue our work in the building whenever in our opinion this provision is being violated.
6. Unless otherwise agreed in writing, it is understood that the work shall be performed during our regular working hours of our regular working days. If overtime work is mutually agreed upon and performed, an additional charge therefore, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our then current labor rates.
7. Title to any material to be furnished hereunder shall pass to you when final payment for such material is received. In addition, we shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC -1 form or any other document reasonably requested by us for that purpose.
8. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
9. Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic, quarantine (including Covid-19), sabotage, cyber security, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.
10. We warrant that all services furnished will be performed in a workmanlike manner. We also warrant that any equipment provided hereunder shall be free from defects in workmanship and material. Our sole responsibility under this warranty shall be at our option to correct any defective services and to either repair or replace any component of the equipment found to be defective in workmanship or material provided that written notice of such defects shall have been given to us by you within ninety (90) days after completion of the work or such longer period as may be indicated on the front of this form. All defective parts that are removed and replaced by us shall become our property. We do not agree under this warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any causes beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity and authority to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall, at our option, (i) procure for you the right to use the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the

equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage and obsolescence.

THE EXPRESS WARRANTIES SET FORTH HEREIN ARE THE EXCLUSIVE WARRANTIES GIVEN; WE MAKE NO OTHER WARRANTIES EXPRESS OR IMPLIED, AND SPECIFICALLY MAKE NO WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR ANY PARTICULAR PURPOSE; AND THE EXPRESS WARRANTIES SET FORTH IN THIS ARTICLE ARE IN LIEU OF ANY SUCH WARRANTIES AND ANY OTHER OBLIGATION OR LIABILITY ON OUR PART.

11. Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort (including negligence), in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
12. To the fullest extent permitted by law, you agree to defend, indemnify, and hold Otis harmless against any claim or suit for personal injury or property damage alleged to arise out of this contract, except to the extent that such damage or injury has been adjudicated as having been caused by Otis' sole negligence. In the event that Otis is requested to provide hoistway cartop/pit access to you, and/or to third parties acting at your request, direction, or control, and which may be subject to additional charges at Otis' sole discretion, then in addition to the foregoing defense, indemnity and hold harmless obligations, you shall carry and maintain the following insurance throughout the duration of such work in the hoistway/cartop/pit areas, and will furnish to Otis a certificate of insurance evidencing the following: Commercial General Liability insurance, written on an occurrence basis, with limits on a per occurrence basis of at least \$2,000,000 for personal injury or death, and \$2,000,000 for property damage, naming Otis as additional insured. Such insurance shall be issued by an insurer authorized to do business in the state or province where the property is located and the equipment and/or services are to be rendered, shall contain a clause in the policy setting forth the insurer's acceptance of liability as set forth in this agreement, and a clause pursuant to which the insurer waives any right of subrogation as to Otis. This policy shall be written as a primary policy only, and not contributing to or in excess of any insurance carried by Otis. You shall provide Otis with at least thirty (30) days prior written notice of cancellation or material change in the coverage.
13. It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment being furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code.
14. In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by clicking on "Tools & Resources" on the home page, selecting "Lockout Tagout Policy" under the "Safety Information" column and downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," or the then most current version, both of which are in .pdf format. You agree that you will disseminate these procedures throughout your organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at your facility and will ensure that such personnel comply with these LOTO procedures while Otis personnel are working on site.
15. This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party.
16. This Contract will be deemed voidable, even after execution, if it is determined by Otis that performance of the services and/or engagement in the contractual relationship/transaction will violate, or is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.
17. By accepting delivery of parts incorporating software, you agree that the transaction is not a sale of such software but merely a license to use such software solely for operating the unit(s) for which the part was provided, not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms prior to any such transfer.



**City Clerk**

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**From:** Zalinger, Crystina <Crystina.Tyler2@otis.com>  
**Sent:** Tuesday, February 24, 2026 10:37 AM  
**To:** City Clerk  
**Cc:** Shafley, Kelli  
**Subject:** COMMUNITYHALL /MACKINAC IS\_ 2026 CAT 1\_ QTE-002373903  
**Attachments:** QTE-002373903-Otis T-Order Proposal (EN).pdf

Dear Otis Customer,

Thank you for continuing to trust Otis with your elevator/escalator needs. During one of your technician's visits, they identified a State Mandated Test that needs to be performed.

Please find the attached proposal for your elevator identified by your dedicated Otis Mechanic. If you are ready to move forward with your project, please sign and return this proposal and we will contact you to discuss invoicing and scheduling.

If you have additional questions, please do not hesitate to contact your account manager copied on this email.

We appreciate your consideration and your partnership with Otis Elevator Company,

**Sincerely,**

**Crystina Zalinger**

Otis Elevator

Sales Support Associate, Delivery Operations



FEB 24 2026

D. Leach

# Otis Service and Repair Order

2/24/2026

\$1,671.<sup>00</sup>

**CUSTOMER NAME**

STUART HOUSE  
MUSEUM/MACKINACIS  
P.O. BOX 455  
Mackinac Island, MI 49757

**OTIS ELEVATOR COMPANY**

1777C S GARFIELD AVE,  
TRAVERSE CITY, MI 49686

**OTIS CONTACT**

Kelli Shafley  
Phone: (616) 306-3930  
Email: Kelli.Shafley1@otis.com

**PROJECT LOCATION**

STUART HOUSE MUSEUM/MACKI  
STUART HOUSE MUSEUM/MACKI  
MACKINAC ISLAND, MI 49757

**PROPOSAL NUMBER**

QTE-002373907

We propose to furnish the necessary material and labor on the following units:

Unit	Customer Designation
F81545	LIFT 1

**SCOPE OF WORK**

**CAT 1 HYDRO TEST PACKAGE**

Otis will provide labor and material to perform the following CAT 1 Hydro Testing on the unit/s indicated.

The CAT 1 Hydro Package covers the following tests to be performed:

Test Name:	Scope of Work:	Code Reference:
<b>Pressure Relief Valve &amp; No Load Test</b>	We will test the hydraulic system, control valve pressure relief setting, limit switches, low oil switch, low pressure switch, and oil buffers (if provided) for proper operation. Portions of this test may be completed at full operating pressure as required by the Category 1 periodic code test or as required by the local authority having jurisdiction (AHJ).	ASME A17.1: 8.6.5.6 8.6.5.9 8.6.5.12 8.6.5.14.1-2 8.6.5.14.3a,3h,3i 8.6.5.14.4-5
<b>Emergency Communications Test</b>	We will test In-car communication devices, including telephone, intercom, and alarm bells to ensure proper operation as required by	ASME A17.1: 8.6.4.15 8.6.4.19.15

OTIS SERVICE AND REPAIR ORDER

OTIS SERVICE AND REPAIR ORDER

	code or by the local authority having jurisdiction (AHJ).	
<b>Evacuation Device Test - Cat 1 (2013) (If equipped.)</b>	We will test the device designed to restrict hoistway and car door opening.	ASME A17.1: 8.6.4.19.16
<b>Fire Service Annual Test (If equipped.)</b>	We will test the Fire Service Operation Phase 1 and Phase 2 for proper operation. The test will include hall activation and car activation, with car operation on Phase 2 to at least one landing away from the main egress landing. If required by the local AHJ supplemental documentation will be provided.	ASME A17.1: 8.6.4.19.6
<b>Cab Emergency Light &amp; Alarm Bell Test</b>	We will test in-car emergency lighting devices to ensure proper operation as required by code or by the local authority having jurisdiction (AHJ).	ASME A17.1: 8.6.4.15
<b>Hoistway Door Lock Safety Test</b>	We will check all hoistway door gibs and vision panels We will test and confirm door locks to verify an open lock will prevent movement.	ASME A17.1: 8.6.4.13.1

*These tests impose much greater stresses on the equipment than those of normal operation. It is agreed that in making inspections or tests, you assume any and all liability for personal injury (including death) or property damage in connection with, related to, or arising out of the action or failure of any part of the elevator equipment and that you agree to defend, indemnify, and hold us harmless from same. **If repairs are necessary to obtain proper operation of the equipment to meet the requirements of these tests, such work will be an extra to the Contract.***

Material provided shall be installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators.

The customer will be responsible for paying local inspection fees if applicable.

Your account representative will contact you to schedule the work. All work will be performed during regular working days and hours of the Elevator Trade unless otherwise specified above. The price quoted below does not include sales tax and is valid for 30 days from the date specified above. The work will be scheduled based on the availability of material and manpower to complete the job efficiently.

The scope proposed herein represents the entire scope that we are contracted for, if additional work is required by others to allow for completion of this work and/or for the inspection to occur, that work is not included. If additional labor and material are needed, a supplemental proposal will be sent.

**OTIS SERVICE AND REPAIR ORDER**

**PRICE**  
**\$1,671.00**

One thousand six hundred seventy-one dollars

This price is based on a **one hundred** percent (**100%**) **downpayment** in the amount of \$1,671.00.

**PAYMENT TERMS:**

- The downpayment amount is due in full prior to Otis ordering material and/or mobilizing.
- If you choose the alternative downpayment amount listed below, the corresponding adjustment shall be applied to the base contract amount.

Downpayment Percent	Price Adjustment Percentage	Authorization (Initial)
25%	+ 10%	
75%	+ 5%	

In the event 100% of the contract price is not paid up front, we must be paid the remaining balance no later than the completion of work. Final invoice will be submitted once work is scheduled.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

**SUGGESTED BY:** Joshua White

**TITLE:** Mechanic

Accepted in Duplicate

**OTIS SERVICE AND REPAIR ORDER**

**STUART HOUSE MUSEUM/MACKINACIS**

**Otis Elevator Company**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: Megan Yaksic

Title: \_\_\_\_\_

Title: Director & GM, Michigan

Email: \_\_\_\_\_

Email: \_\_\_\_\_

Company Name: STUART HOUSE  
MUSEUM/MACKINACIS

Principal, Owner or Authorized Representative of  
Principal or Owner

Agent \_\_\_\_\_  
(Name of Principal or Owner)

**OTIS SERVICE AND REPAIR ORDER**

OTIS SERVICE AND REPAIR ORDER

**TERMS AND CONDITIONS**

1. This quotation is subject to change or withdrawal by us prior to acceptance by you.
2. The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described. Furthermore, you agree that the agreed price is subject to increase caused by any reason beyond Otis' reasonable control including but not limited to commodity, fuel, tariff, and/or shipping transportation cost increases.
3. Payments shall be made as follows: A down payment of One Hundred percent (100.0%) of the price shall be paid by you upon your signing of this document. Full payment shall be made on completion if the work is completed within a thirty days period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.
4. In the event the work is not completed within 180 calendar days from your original authorization to proceed through no fault of Otis, Otis may notify you of an updated price – which may be accepted or rejected by you. If rejected, Otis will not be required to perform work, and no amounts will be due and payable by you hereunder except amounts for any labor, services, or materials that had already been furnished or procured by Otis prior to notice of price increase. If you are not notified of a new price by Otis, then the parties' obligations will be unchanged and each party will be required to perform their obligations hereunder.
5. Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with a safe place in which to work. Additionally, you agree to notify us if you are aware or become aware prior to the completion of the work of the existence of asbestos or other hazardous material in any elevator hoistway, machine room, hallway or other place in the building where Otis personnel are or may be required to perform their work. In the event it should become necessary to abate, encapsulate or remove asbestos or other hazardous materials from the building, you agree to be responsible for such abatement, encapsulation or removal, and in such event Otis shall be entitled to delay its work until it is determined to our satisfaction that no hazard exists and compensation for delays encountered if such delay is more than sixty (60) days. In any event, we reserve the right to discontinue our work in the building whenever in our opinion this provision is being violated.
6. Unless otherwise agreed in writing, it is understood that the work shall be performed during our regular working hours of our regular working days. If overtime work is mutually agreed upon and performed, an additional charge therefore, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our then current labor rates.
7. Title to any material to be furnished hereunder shall pass to you when final payment for such material is received. In addition, we shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC -1 form or any other document reasonably requested by us for that purpose.
8. Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.
9. Otis shall not be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water damage, weather damage, extreme weather, traffic conditions, epidemic, pandemic, quarantine (including Covid-19), sabotage, cyber security, national emergency, act of terrorism, earthquake, riot, civil commotion, war or insurrection, vandalism, misuse, abuse, mischief, or acts of God or nature.
10. We warrant that all services furnished will be performed in a workmanlike manner. We also warrant that any equipment provided hereunder shall be free from defects in workmanship and material. Our sole responsibility under this warranty shall be at our option to correct any defective services and to either repair or replace any component of the equipment found to be defective in workmanship or material provided that written notice of such defects shall have been given to us by you within ninety (90) days after completion of the work or such longer period as may be indicated on the front of this form. All defective parts that are removed and replaced by us shall become our property. We do not agree under this warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any causes beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity and authority to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall, at our option, (i) procure for you the right to use the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the

equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage and obsolescence.

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11. Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control. Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort (including negligence), in warranty or otherwise, shall not exceed the price for the equipment or services rendered.
12. To the fullest extent permitted by law, you agree to defend, indemnify, and hold Otis harmless against any claim or suit for personal injury or property damage alleged to arise out of this contract, except to the extent that such damage or injury has been adjudicated as having been caused by Otis' sole negligence. In the event that Otis is requested to provide hoistway cartop/pit access to you, and/or to third parties acting at your request, direction, or control, and which may be subject to additional charges at Otis' sole discretion, then in addition to the foregoing defense, indemnity and hold harmless obligations, you shall carry and maintain the following insurance throughout the duration of such work in the hoistway/cartop/pit areas, and will furnish to Otis a certificate of insurance evidencing the following: Commercial General Liability insurance, written on an occurrence basis, with limits on a per occurrence basis of at least \$2,000,000 for personal injury or death, and \$2,000,000 for property damage, naming Otis as additional insured. Such insurance shall be issued by an insurer authorized to do business in the state or province where the property is located and the equipment and/or services are to be rendered, shall contain a clause in the policy setting forth the insurer's acceptance of liability as set forth in this agreement, and a clause pursuant to which the insurer waives any right of subrogation as to Otis. This policy shall be written as a primary policy only, and not contributing to or in excess of any insurance carried by Otis. You shall provide Otis with at least thirty (30) days prior written notice of cancellation or material change in the coverage.
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15. This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party.
16. This Contract will be deemed voidable, even after execution, if it is determined by Otis that performance of the services and/or engagement in the contractual relationship/transaction will violate, or is otherwise restricted by, any and all laws, regulations and/or orders, including sanctions laws, that are applicable to Otis or otherwise apply to Otis' operations.
17. By accepting delivery of parts incorporating software, you agree that the transaction is not a sale of such software but merely a license to use such software solely for operating the unit(s) for which the part was provided, not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms prior to any such transfer.



**City Clerk**

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**From:** Zalinger, Crystina <Crystina.Tyler2@otis.com>  
**Sent:** Tuesday, February 24, 2026 10:40 AM  
**To:** City Clerk  
**Cc:** Shafley, Kelli  
**Subject:** STUART HOUSE MUSEUM/MACKINACIS\_ 2026 CAT 1\_ QTE-002373907  
**Attachments:** QTE-002373907-Otis T-Order Proposal (EN).pdf

Dear Otis Customer,

Thank you for continuing to trust Otis with your elevator/escalator needs. During one of your technician's visits, they identified a State Mandated Test that needs to be performed.

Please find the attached proposal for your elevator identified by your dedicated Otis Mechanic. If you are ready to move forward with your project, please sign and return this proposal and we will contact you to discuss invoicing and scheduling.

If you have additional questions, please do not hesitate to contact your account manager copied on this email.

We appreciate your consideration and your partnership with Otis Elevator Company,

**Sincerely,**

**Crystina Zalinger**

Otis Elevator

Sales Support Associate, Delivery Operations



**SERVICE AGREEMENT**

**WHEREAS**, this agreement entered in this first day of May 2026 by and between Mackinac Island Service Company and,

**CITY OF MACKINAC ISLAND**

Is **HEREBY AGREED AS FOLLOWS:**

- (1) **SERVICE** – Mackinac Island Service Company shall provide customary freight and trash service from May 1, 2026 to November 1, 2026 for the sum of,

**TWENTY-FOUR THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS,  
\$24,800.00**

Customary freight and trash service shall included and be limited to the following:

- (a) Daily pickup of all City refuse containers.-----\$11,400.00
- (b) Daily pickup of City trash from restrooms and from behind City Hall. -----\$4,000.00
- (c) The removal and disposal of manure collected from City street sweeping in a reasonable and timely manner and provision of a two foot side wagon for that purpose.-----\$8,700.00
- (d) The hauling of all City freight and supplies used in the normal course of operations except for the following separate City Divisions: Department of Public Works, Cemetery, Library, Stuart House, and Community Hall.-----\$ 700.00
- (e) The removal and transfer of all recyclable from each City drop-off site, if any.-----**No Charge**


(2) The City of Mackinac Island agrees to pay for dray service provided by Mackinac Island Service Company in the following manner:

JUNE 1, 2026	\$ 4,050.00
JULY 1, 2026	\$ 4,150.00
AUGUST 1, 2026	\$ 4,150.00
SEPT 1, 2026	\$ 4,150.00
OCT 1, 2026	\$ 4,150.00
NOV 1, 2026	<u>\$ 4,150.00</u>
TOTAL	\$24,800.00

(3) Additional dray service not covered by the above agreement will be billed individually. Such services included but are not limited to building material and supplies used for new construction and the hauling of debris which may be the result from such.

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CITY OF MACKINAC ISLAND

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MACKINAC ISLAND SERVICE CO.  
PO BOX 1471  
MACKINAC ISLAND MI 49757

Permit No. T26-005

Permit Fee: Section XI, Itemm.

**APPLICATION FOR TEMPORARY TRAILER PERMIT**  
**CONDITIONS OF ALL TRAILER PERMITS ARE SUBJECT TO CHANGE**

Applicant Name: Craig Beeck Contact Name: Same

Address: 7541 Market St City: Mackinac IS State: MI

Zip: 49757 Phone: 989-737-2984 Email: \_\_\_\_\_

Work Site: 7541 Market St - My Front Porch

Reason Trailer is Needed: Small Tool Trailer for doing siding replacement

**If application is for a trailer to be pulled by a vehicle - Explanation of why the work cannot be reasonably performed, accommodated, or accomplished by a horse drawn dray. Documentation and / or photos may be required. The Mackinac Island Service Company enforces a 3,000 pound weight limit:** \_\_\_\_\_

Trailer Description: Cont-natal Cargo Enclosed Trailer 6x12 2140  
Make \_\_\_\_\_ Model/Description \_\_\_\_\_ Weight \_\_\_\_\_

Proposed Starting & Ending Date: 7:30 (Siding Job w m.c) April Total Days of Usage: (7-10 days)

Overnight parking location: 7557 Market St (Next Door at Jeff & Dwight's)

Boat Line & Dock: Arnold Freight Coal Dock ↳ see attached email

Proposed Travel Route: Astor St to Market St address

**If any of the following approvals are required for your project, an approved copy must be submitted**

- Certificate of Appropriateness (Granted by the Historic District Commission)
- Building Permit (Granted by the Building & Zoning Department)
- Zoning Permit (Granted by the Building & Zoning Department)

The submittal of this application does not imply approval from the City of Mackinac Island. Approved permits are based on the information provided on the application. Any use or purpose which is contrary to approved uses and purposes or violation of any other local ordinances or state law constitutes a violation of permits conditions and will be punishable as a civil infraction and revocation of the permit.

Applicants Signature: [Signature] Date: 3/3/26

**Applications will not be submitted to City Council for approval until the fee is received.**

Please visit: [www.cityofmi.org](http://www.cityofmi.org) for Council dates & times

Mailing address & Payments made to: City of Mackinac Island, P. O. Box 455, Mackinac Island, MI, 49757  
Phone: 906-847-3702 Fax: 906-847-6430 Email: [clerk@cityofmi.org](mailto:clerk@cityofmi.org)

City Use: Application Received: <u>3/3/2026</u>	Fee Received: <u>\$15.00</u>	Ck #: <u>5178</u>
Date of Action on Application: <u>3/4/26</u>	Approved: _____	Denied: _____
By: <u>Council</u>		
Comments: _____		

**City Clerk**

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**From:** Mackinac Island Michigan <noreply@civicplus.com>  
**Sent:** Monday, March 2, 2026 6:11 PM  
**To:** City Clerk  
**Subject:** Permission

Name: Jeffrev Shaffer

Message:

Hello,

This is Jeffrey Shaffer & Dwight LaPine, and we give our neighbors Craig & Janet Beeck permission to put what ever they want in front of our property at 7557 market street.

Thanks

Jeffrey Shaffer

Dwight LaPine



Permit No. T26-006

Permit Fee: \$15.00  
Section XI, Itemn.

**APPLICATION FOR TEMPORARY TRAILER PERMIT**  
**CONDITIONS OF ALL TRAILER PERMITS ARE SUBJECT TO CHANGE**

Applicant Name: Craig Beech Contact Name: Same

Address: 7541 Market St City: Mackinac Is State: MI

Zip: 49757 Phone: 989-737-2986 Email: \_\_\_\_\_

Work Site: 7541 Market St - My Front Porch

Reason Trailer is Needed: Unloading Product for store (My Front Porch)

**If application is for a trailer to be pulled by a vehicle - Explanation of why the work cannot be reasonably performed, accommodated, or accomplished by a horse drawn dray. Documentation and / or photos may be required. The Mackinac Island Service Company enforces a 3,000 pound weight limit:** \_\_\_\_\_

Trailer Description: Cartavata/Cargo Enclosed Trailer 4x12 2,140  
Make Model/Description Weight

Proposed Starting & Ending Date: TBD-Weather Total Days of Usage: (1)

Overnight parking location: Deliver, unload, & remove same day

Boat Line & Dock: Arnold Freight Dock

Proposed Travel Route: Astor St to Market St @ Site

- If any of the following approvals are required for your project, an approved copy must be submitted**
- Certificate of Appropriateness (Granted by the Historic District Commission)
  - Building Permit (Granted by the Building & Zoning Department)
  - Zoning Permit (Granted by the Building & Zoning Department)

The submittal of this application does not imply approval from the City of Mackinac Island. Approved permits are based on the information provided on the application. Any use or purpose which is contrary to approved uses and purposes or violation of any other local ordinances or state law constitutes a violation of permits conditions and will be punishable as a civil infraction and revocation of the permit.

Applicants Signature: [Signature] Date: 3/3/26

**Applications will not be submitted to City Council for approval until the fee is received.**

Please visit: [www.cityofmi.org](http://www.cityofmi.org) for Council dates & times

Mailing address & Payments made to: City of Mackinac Island, P. O. Box 455, Mackinac Island, MI, 49757

Phone: 906-847-3702

Fax: 906-847-6430

Email: [clerk@cityofmi.org](mailto:clerk@cityofmi.org)

City Use: Application Received: 3/3/2026 Fee Received: \$15.00 Ck #: 5178  
Date of Action on Application: 3/4/26 Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ By: Council  
Comments: \_\_\_\_\_

Permit No. T26-007

Permit Fee: \$ Section XI, Itemn.

### APPLICATION FOR TEMPORARY TRAILER PERMIT

CONDITIONS OF ALL TRAILER PERMITS ARE SUBJECT TO CHANGE

Applicant Name: Craig Beech Contact Name: Same

Address: 7541 Market St City: Mackinac IS State: MI

Zip: 49757 Phone: 989-737-2984 Email: \_\_\_\_\_

Work Site: 7541 Market St - My Front Porch

Reason Trailer is Needed: Unloading Product for Store (My Front Porch)

**If application is for a trailer to be pulled by a vehicle - Explanation of why the work cannot be reasonably performed, accommodated, or accomplished by a horse drawn dray. Documentation and / or photos may be required. The Mackinac Island Service Company enforces a 3,000 pound weight limit:** \_\_\_\_\_

Trailer Description: Continental Cargo Enclosed Trailer LX12 2140  
Make Model/Description Weight

Proposed Starting & Ending Date: TBD - weather Total Days of Usage: (1)

Overnight parking location: Front of store - Delivery, unload, take away.

Boat Line & Dock: Arnold Freight Dock

Proposed Travel Route: Astor to Market St site

- If any of the following approvals are required for your project, an approved copy must be submitted**
- Certificate of Appropriateness (Granted by the Historic District Commission)
  - Building Permit (Granted by the Building & Zoning Department)
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Phone: 906-847-3702 Fax: 906-847-6430 Email: [clerk@cityofmi.org](mailto:clerk@cityofmi.org)

City Use: Application Received: <u>3/3/2026</u>	Fee Received: <u>\$15.00</u>	Ck #: <u>5178</u>
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