

**MAYOR
Rocky Gillis**

COUNCIL MEMBERS

**Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem**

**Cathy Harris
Wendy Meldrum
Jacob Skarbek**

**CITY OF ALGONAC
AGENDA FOR REGULAR CITY COUNCIL MEETING
Tuesday, September 2, 2025
6:00 p.m.**

- 1) Call to Order
- 2) Roll Call
- 3) Moment of Silent Prayer
- 4) Pledge of Allegiance
- 5) Approve Agenda
- 6) Presentations
 - a. Presentation on Audit Services by McBride-Manley & Company
- 7) Public Comment

**Limited to five (5) minutes per person. See information below.*
- 8) City Manager Report
- 9) Consent Agenda
 - a. City Council Meeting Minutes
 - 1) Regular Meeting – August 19, 2025
- 10) Unfinished Business
- 11) New Business
 - a. To ADOPT amendment to Chapter 48 "WATERWAYS" by adding Section 3 "VESSEL PARKING".
 - b. To ADOPT Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the City code and AMEND the FY 2025-2026 Fee Schedule.
 - c. To approve Server and Server Room Upgrade: \$19,590.
 - d. To approve Firewall Upgrade: \$3,483.

- 12) Accounts Payable
- 13) Items for Next Agenda
- 14) Council Comment
- 15) Adjournment

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

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

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

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

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



Business of the Algonac City Council

Agenda Statement

Item Title: **Presentations**

Submitted by: Denice A. Gerstenberg, City Manager

Summary

There is one presentation tonight. No motions are needed to hear presentations.

- Presentation on Audit Services – Curtis McBride, McBride-Manly & Company P.C.

In a city government, the auditor provides independent, objective assurance and consulting services to evaluate and improve the city's operations. This role is crucial for transparency and accountability, as the auditor assesses financial controls, determines compliance with laws and policies, verifies data, and evaluates the economy and effectiveness of city programs. Through these audits, the auditor helps detect fraud, waste, and inefficiencies, making practical recommendations for improvement to city leadership and the citizens.

The city auditor, McBride-Manley & Company, P.C., sent letters in June advising City Council members that they would be starting the city's audit for the fiscal year ending June 30, 2025. *The city auditor is not the city treasurer.*

The City Treasurer is an administrative officer of the city with duties as described in the City Charter. The Treasurer manages not only the city's financial assets but also records and reports financial activity.

McBride - Manley

& COMPANY P.C.



CERTIFIED PUBLIC
ACCOUNTANTS

RECEIVED
JUL 06 2025

BY:

June 25, 2025

City Council
City of Algonac
805 St. Clair River Drive
Algonac, Michigan 48001

We are engaged to audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the CITY OF ALGONAC for the year ended June 30, 2025. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in our engagement letter dated March 27, 2025, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the system of internal control of the City of Algonac. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the City of Algonac's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis, Pension and OPEB Schedules, Budgetary Comparison Schedules, and the Schedule of Investment Returns, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the combining schedules, schedule of indebtedness, and schedule of code enforcement, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including the system of internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our auditing planning:

- Reliance on the auditor's experience and expertise to prepare GAAP financial statements.
- Lack of effective segregation of duties over key accounting processes.
- Lack of strong internal controls over journal entries.

We expect to begin our audit in July 2025 and issue our report approximately December 2025. Curtis McBride is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Council and management of the City of Algonac and is not intended to be, and should not be, used by anyone other than these specified parties.

Respectfully submitted,



MCBRIDE-MANLEY & COMPANY P.C.
Certified Public Accountants
Marine City, Michigan

City Manager's Report – September 2, 2025

Algonac Elementary Housing Update. MSHDA has released new criteria for the October 1 funding application date. MSHDA appears to be limiting the next round of funds to specific locations. Further discussion with MSDHA is needed.

Algonac Activity Center/School Gym Update. Fire alarm system will not be installed until September. HVAC complete. Still installing ceiling tiles. Piece-to-Piece Quilters working on up their new lighting and flooring. Door latches for access control to be installed end of September.

Pool Update: The pool heater is operational and has passed all state inspections. The plumber completed a pressure test on the gas line with the Building Official present. All other punch list items have been completed except for the sump pumps. The pool overflow drain needs to get piped into the sump basin. The electrician will address those when he comes out for the Vortex control system.

Smoke Testing: Almost complete. Eight total days of smoke testing.

Denice A. Gerstenberg, City Manager



Item No: 9
Meeting: 9.2.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To approve the consent agenda

Submitted by: Denice A. Gerstenberg, City Manager

Summary

The consent agenda contains the following items:

- a) City Council Meeting Minutes
 - 1. Regular Meeting – August 19, 2025

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve the consent agenda as presented.

APPROVED/Denied

**MAYOR
Rocky Gillis**

COUNCIL MEMBERS

**Michael Bembas
Ed Carter
Dawn Davey, Mayor Pro Tem**

**Cathy Harris
Wendy Meldrum
Jacob Skarbek**

**CITY OF ALGONAC
REGULAR CITY COUNCIL MEETING
Tuesday, August 19, 2025
5:15 p.m.**

**City Council Chambers, 805 St. Clair River Drive
Algonac, MI 48001
Proposed Minutes**

Meeting called to Order

Mayor Gillis called the meeting to order at 5:15 p.m.

Roll Call

Present: Councilmembers Bembas, Carter, Davey, Gillis, Harris, Meldrum and Skarbek (*arrived at 5:25 p.m.*).

Others Present: City Manager Denice Gerstenberg, Fire Chief Joe Doan, and City Clerk Lisa Borgacz.

Motion by Bembas, supported by Harris to excuse Councilman Skarbek, who is running late. Motion carried.

Moment of Silent Prayer

Mayor Gillis called for a moment of silent prayer.

Pledge of Allegiance

Mayor Gillis led the Pledge of Allegiance.

Approve Agenda

Motion by Davey, supported by Bembas to approve the agenda as presented. Motion carried.

Request to enter Closed Session as permitted by State Statute 15.268 Section 8(a).

Motion by Carter, supported by Meldrum to enter Closed Session at 5:18 p.m. as permitted by State Statute 15.268(a) to consider periodic personnel evaluation of the city manager. Motion carried.

Motion by Davey, supported by Bembas to adjourn Closed Session at 6:35 p.m. and return to open session. Motion carried.

Presentations

There were no presentations.

Public Comment

Bob Scruggs, 735 Townsend Drive, commented on the introduction of the proposed Airbnb ordinance. It's good but lacks detail including boats, boating restrictions, and parking. Many other cities have banned Airbnb's/short-term rentals.

Eileen Tesch, 145 Channelsyde, noted there are some houses on the point who have had issues due to renting. She read information from a lawsuit and commented on health clinics at schools.

City Manager's Report

City Manager Gerstenberg gave a brief report.

Consent Agenda

Motion by Carter, supported by Meldrum to approve the consent agenda as presented:

- a. City Council Meeting Minutes
 - 1) Regular Meeting – August 5, 2025
- b. Departmental Reports
 - 1) Blight Enforcement
 - 2) Building
 - 3) DPW
 - 4) Finance
 - 5) Fire Department
 - 6) Water Department
- c. Communications & Notices
 - 1) Boards & Commissions Roster
 - 2) Housing Commission Minutes – May 19, 2025
- d. Miscellaneous Business

Motion carried.

Unfinished Business

None

New Business

To approve engineering services for Water Microfiltration Plant Air Actuator Replacements Phase II.

Motion by Skarbek, supported by Davey to approve engineering services for Water Microfiltration Plant Actuator Replacement Phase II with Hubbell, Roth & Clark, Inc., whose address is 555 Hulet Drive, Bloomfield Hills, MI 48302 in the amount not-to-exceed \$7,500.00 and direct the City Manager to sign the contract on behalf of the city.

Roll Call

Ayes: Bembas, Carter, Davey, Gillis, Harris, Meldrum, Skarbek

Nays: None

Motion carried.

To approve Water Plant High Service Pump #3 replacement.

Motion by Davey, supported by Skarbek to approve Water Plant High Service Pump #3 replacement, including the removal and installation of the pump, by Kennedy Industries, whose address is P.O. Box 930079, Wixom, MI 48393 in the total amount of \$4,860.00.

Roll Call

Ayes: Carter, Davey, Gillis, Harris, Meldrum, Skarbek, Bembas

Nays: None

Motion carried.

To approve 2025-26 Ground Storage Tanks/Water Tower Inspection.

Motion by Carter, supported by Meldrum to approve 2025-2026 ground storage tanks and water tower inspections with Pittsburg Tank & Tower Group, whose address is 1 Watertank Place, PO Box 1849, Henderson, KY 42419 in the total amount of \$6,210.00.

Roll Call

Ayes: Davey, Gillis, Harris, Meldrum, Skarbek, Bembas, Carter

Nays: None

Motion carried.

To approve Algonac Swimming Pool Project Pay Application #8.

Motion by Skarbek, supported by Carter to approve Algonac Swimming Pool Project Pay Application #8 to Robert Clancy Contracting, whose address is 9342 Marine City Highway, Casco, MI 48047 in the amount of \$453,572.25.

Roll Call

Ayes: Gillis, Harris, Meldrum, Skarbek, Bembas, Carter, Davey

Nays: None

Motion carried.

To approve electrical box covers at Riverfront Park.

Motion by Skarbek, supported by Meldrum to approve the purchase of 333 electrical box covers at Riverfront Park from Interstate Products Inc., whose address is 5585 Marquesas Circle, Unit 1-C, Sarasota, FL 34233 in the total amount of \$2,563.68.

Ayes: Harris, Meldrum, Skarbek, Bombas, Carter, Davey, Gillis
Nays: None

Motion carried.

To approve DNR Cooperative Mutual Aid Fire Control Agreement.

Motion by Davey, supported by Carter to approve the DNR Cooperative Mutual Aid Fire Control Agreement, as presented.

Ayes: Meldrum, Skarbek, Bombas, Carter, Davey, Gillis, Harris
Nays: None

Motion carried.

To approve installation of water tap at Algonac Community Pool.

Motion by Skarbek, supported by Carter to approve invoice from DeLude Construction, whose address is 5727 Remer Rd., China, MI 48054 for installation of water tap at Algonac Community Pool in the amount of \$3,490.00.

Ayes: Skarbek, Bombas, Carter, Davey, Gillis, Harris, Meldrum
Nays: None

Motion carried.

To approve Special Event Permit for the Algonac High School Annual Homecoming Parade October 10, 2025.

Motion by Carter, supported by Skarbek to approve the Special Event Permit for the Algonac High School Annual Homecoming Parade Friday, October 10, 2025.

Ayes: Bombas, Carter, Davey, Gillis, Harris, Meldrum, Skarbek
Nays: None

Motion carried.

To approve purchase of 2025-2026 road salt.

Motion by Meldrum, supported by Harris to approve purchase of road salt for the 2025-2026 season from Detroit Salt Company, whose address is 12841 Sanders Street, Detroit, MI 48217 at a cost of \$11,724.50.

Ayes: Carter, Davey, Gillis, Harris, Meldrum, Skarbek, Bombas
Nays: None

Motion carried.

To INTRODUCE amendment to Chapter 48 "WATERWAYS", by adding Section 3 "VESSEL PARKING".

Motion by Carter, supported by Skarbek to Introduce amendment to Chapter 48 "WATERWAYS", by adding Section 3 "Vessel Parking".

Ayes: Davey, Gillis, Harris, Meldrum, Skarbek, Bombas, Carter
Nays: None

Motion carried.

To INTRODUCE Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the city code.

Motion by Davey, supported by Carter to Introduce Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the City Code.

Ayes: Gillis, Harris, Meldrum, Skarbek, Bombas, Carter, Davey
Nays: None

Motion carried.

To approve HVAC Final Payment #3 for Algonac Activity Center.

Motion by Skarbek, supported by Carter to approve HVAC final payment #3 to Superior Heating & Cooling, Inc., whose address is 8015 Gratiot Avenue, Columbus, MI 48063 in the amount of \$23,634.00 for the Algonac Activity Center.

Ayes: Harris, Meldrum, Skarbek, Bombas, Carter, Davey, Gillis
Nays: None

Motion carried.

To approve Plumbing Final Payment #2 for Algonac Activity Center.

Motion by Meldrum, supported by Carter to approve Plumbing final payment #2 to G&L Plumbing, LLC, whose address is 7773 Card Rd, Wales, MI 48027 in the amount of \$2,475.00 for the Algonac Activity Center.

Ayes: Meldrum, Skarbek, Bombas, Carter, Davey, Gillis, Harris
Nays: None

Motion carried.

To approve purchase of Fire Department rescue boat GPS system.

Motion by Bembas, supported by Davey to approve purchase of Fire Department rescue boat GPS system from West Marine, whose address is 401 Michigan St., Algonac, MI 48001 in the amount of \$2,479.99.

Ayes: Skarbek, Bembas, Carter, Davey, Gillis, Harris, Meldrum
Nays: None

Motion carried.

Accounts Payable

Motion by Carter, supported by Skarbek to approve accounts payable and payroll in the amount of \$1,219,082.90.

Roll Call

Ayes: Bembas, Carter, Davey, Gillis, Harris, Meldrum, Skarbek
Nays: None

Motion carried.

Items for Next Agenda

- Adoption of Ordinance amendments
- Amendment to fee schedule
- Introduction of Water & Sewer Ordinance

Council Comment

Bembas

Reminded everyone of the community supper Wednesday at First Evangelical Lutheran Church, and Halloween in the 'Nac coming Saturday, October 18. Anyone who wants to volunteer should contact him.

Carter

Received a notice on his door that the smoke testing would be starting on his street. He announced Saturday, August 23 is Family Movie Night sponsored by Woodside Bible Church. This free event begins at 8:30 p.m. and will have free hotdogs, popcorn and drinks.

Davey

In response to a comment made during Public Comment, she clarified that Clay Township is doing a project to connect a water line to Ira Township water with a valve that will allow them access to water in an emergency. This line will also connect the City of Algonac and New Baltimore to Ira and Clay Townships. The water service will still be supplied by Algonac.

Harris

Reminded everyone that the 53rd annual Art Fair is coming August 30 and 31 and will be huge this year.

Meldrum

Said she appreciates everyone's support and patience with us.

Skarbek

Thanked everyone for coming.

Gillis

Is looking forward to Labor Day Weekend, school starting soon, and said the Community Pool was a great to have this summer.

Adjournment

Motion by Meldrum, supported by Carter to adjourn the meeting at 7:13 p.m. Motion carried.

Signed _____; respectfully submitted _____
Mayor Rocky Gillis City Clerk Lisa Borgacz



Business of the Algonac City Council

Agenda Statement

Item Title: To ADOPT amendment to Chapter 48 "WATERWAYS", by adding Section 3 "VESSEL PARKING".

Submitted by: Denice A. Gerstenberg, City Manager

Summary

The City of Algonac's Riverfront Park is a popular destination for boaters, residents, and visitors. To keep Riverfront Park safe, fair, and enjoyable for everyone, the following new docking rules are proposed:

- 5-hour limit for parking, docking, or mooring boats along the seawall.
- No docking north of the Walpole Island Ferry dock (Coast Guard area).
- Allowed between 7:00 AM – 10:00 PM only, unless you have permission from City.
- No overnight docking without prior approval.
- Vessels over 25' must use mooring bollards (not railings or benches).
- Boaters must bring their own lines and fenders, secure vessels properly, and are responsible for any damage caused.

These rules help share limited space, protect park property, and keep the waterfront safe.

The introduction of this ordinance was approved at the August 19, 2025 meeting.

Suggested Action

MOVED BY:

SUPPORTED BY:

To ADOPT amendment to Chapter 48 "WATERWAYS", by adding Section 3 "Vessel Parking".

APPROVED/Denied

ORDINANCE NO. 2025- 03

CITY OF ALGONAC

COUNTY OF ST. CLAIR, MICHIGAN

AN ORDINANCE OF THE CITY OF ALGONAC, ST. CLAIR COUNTY, MICHIGAN TO AMEND CHAPTER 48 "WATERWAYS" OF THE CITY CODE BY ADDING SECTION 3 "VESSEL PARKING."

THE CITY OF ALGONAC ORDAINS:

SECTION 1. AMENDMENT

Chapter 48, "Waterways" is hereby amended by adding Section 3 "Vessel Parking" to read as follows:

Section 48-3. – Vessel Parking.

(A) It shall be unlawful for any person to park, dock, or moor a boat, vessel, commercial watercraft, or personal watercraft on the seawall of Riverfront Park for a period in excess of five (5) hours.

(B) No parking, docking, or mooring is allowed along the seawall north of the Walpole Island Ferry dock, where the United States Coast Guard has a lease with the City for that space.

(C) Permitted parking, docking, or mooring is allowed between the hours of 7:00 A.M. and 10:00 P.M.

(D) Overnight parking, docking, or mooring of any boat, vessel, commercial watercraft, or personal watercraft is prohibited without the prior permission of the City manager and/or Harbor Master.

(E) Owners of vessels larger than twenty-five feet (25') in length shall use only the mooring bollards to park, dock, or moor their vessels.

(F) Mooring lines shall be tied to cleats or mooring bollards only. Any mooring lines tied to railings, benches, or other park property shall be a violation of this section.

(G) Persons parking, docking, or mooring vessels pursuant to this section shall provide their own mooring lines and fenders; shall secure their vessels properly; and are responsible for any damage caused by their vessels or caused to their vessels as a result of their parking, docking, or mooring.

(H) The City may tow or remove the vessels of any violators of this section at the owners' expense.

(I) The prohibitions set forth in this section shall not extend to vessels so stationed due to weather or mechanical emergencies.

(J) A violation this article is a misdemeanor subjecting the violator to the penalties set forth in City Code §1-14(b).

(K) Each day that a violation of this article continues constitutes a separate violation of this article.

SECTION 2. SEVERABILITY

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

SECTION 3. REPEAL OF ORDINANCES IN CONFLICT HEREWITH.

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

SECTION 4. RATIFICATION

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

SECTION 5. PUBLICATION.

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

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take immediate effect upon publication in accordance with the provisions and requirements of the City Charter of the City of Algonac, but in no case sooner than ten (10) days after enactment pursuant to Charter Section 7.3(f).

ORDINANCE DECLARED ADOPTED.

Rocky B. Gillis, Mayor
City of Algonac, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Algonac, County of St. Clair, State of Michigan, at a regular meeting of the City Council held on the _____ day of September, 2025, and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Members Present: Bembas, Carter, Davey, Gillis, Harris, Meldrum, Skarbek

Members Absent: None

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

Members voting yes: _____

Members voting no: _____

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

Lisa M. Borgacz, City Clerk
City of Algonac, Michigan

INTRODUCED: August 19, 2025
ADOPTED: September 2, 2025
PUBLISHED: September 10, 2025
EFFECTIVE: September 10, 2025



Item No: 11b
Meeting: 9.2.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To ADOPT Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the city code.

Submitted by: Denice A. Gerstenberg, City Manager; Fire Chief Joe Doan

Summary

Algonac's scenic riverfront and proximity to an international border make it a popular destination for visitors — and a growing number of homes are being offered as short-term rentals. While these rentals can benefit the local economy, they can also create challenges, such as:

- Neighborhood impacts — Increased traffic, parking shortages, and noise.
- Safety concerns — Uninspected or unregulated rentals may lack proper fire safety equipment, secure exits, or adequate occupancy limits.
- Community balance — Without limits, short-term rentals can concentrate in certain neighborhoods, reducing available housing for long-term residents.

While Algonac established a new ordinance for rental housing in 2020, this new ordinance specifically addresses the challenges associated with *short-term rentals*.

This ordinance is designed to allow short-term rentals while protecting the character, safety, and quality of life in Algonac's neighborhoods. It requires:

- Annual registration and inspection to ensure safety and code compliance.
- Clear local contact information for quick response to complaints or emergencies.
- Occupancy and parking limits to reduce neighborhood disruption.
- Enforcement and penalties for repeated violations.

By setting consistent rules, the City can welcome visitors while ensuring that short-term rentals remain safe, well-maintained, and respectful of residents.

The introduction of this ordinance was approved at the August 19, 2025 meeting. Based on comments received at the August 19 meeting and follow-up staff discussion, the city rental inspector will regularly share the list of registered short-term rentals with the St. Clair County Sheriff. The sheriff will regularly check these properties for compliance with city ordinances. In addition, while parking will be limited to approved areas, parking passes may be available for offsite overflow parking at the Smith Recreation Field lot behind the Dairy Queen. The annual license/registration fee for 2025-2026 is proposed at \$200 plus an annual inspection fee of \$80.

Suggested Action

MOVED BY:

To ADOPT Article X "SHORT-TERM RENTAL ORDINANCE" as part of Chapter 10 "Buildings and Building Regulations" of the City Code and AMEND the FY 2025-2026 Fee Schedule as presented.

SUPPORTED BY:

APPROVED/Denied

ORDINANCE NO. 2025-04

CITY OF ALGONAC

COUNTY OF ST. CLAIR, MICHIGAN

AN ORDINANCE OF THE CITY OF ALGONAC, ST. CLAIR COUNTY, MICHIGAN TO ADOPT ARTICLE X "SHORT-TERM RENTAL ORDINANCE" AS PART OF CHAPTER 10 "BUILDINGS AND BUILDING REGULATIONS" OF THE CITY CODE.

THE CITY OF ALGONAC ORDAINS:

SECTION 1. ADOPTION

Chapter 10, Article X "Short-Term Rental Ordinance" is hereby adopted to read as follows:

ARTICLE X – SHORT-TERM RENTAL ORDINANCE

Section 10-350. – Name.

This ordinance shall be known as the "Short-Term Rental Ordinance."

Section 10-351. – Purpose.

Whereas the City's riverfront location and international border crossing make it a desirable community for vacation and short-term rental properties; and whereas numerous short-term rentals have already been established within it, the City of Algonac seeks to regulate their use. The intent of this ordinance is to permit short-term rentals while maintaining the health, safety, and welfare of the general community and neighboring residents. In order to ensure that short-term rentals are not detrimental to the community or to individual neighborhoods, the City seeks to ensure that all short-term rentals are registered; that they do not dominate any particular neighborhood or area; and that they are maintained in a safe, secure manner.

Section 10-352. – Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

A. Short-Term Rental. A single-family dwelling unit, excluding a manufactured home or mobile home located within a manufactured housing or mobile home park, offered for lodging on a fee basis for a period not-to-exceed one hundred-eighty (180) days.

B. Bedroom. A private room for sleeping, separated from other rooms by a door, and accessible to a bathroom without crossing through another bedroom. A bedroom shall not contain less than seventy square feet (70 sq. ft.), and every bedroom occupied by more than one person shall not contain less than fifty square feet (50 sq. ft.) of floor area for each occupant thereof. Common areas or rooms not designed for sleeping are not considered bedrooms.

C. *Local agent.* An individual designated by the property owner to oversee the short-term rental of a dwelling unit.

Section 10-353. – General Regulations.

All short-term rentals shall meet the following standards:

A. The term of registration shall be for one (1) year from the date of issuance by the City. Annual registration renewal shall be required for all registered short-term rentals in accordance with this article prior to expiration of the registration term. Any change to property ownership during the term of registration shall require a new registration in accordance with this article.

B. The property owner shall pay both a registration fee and an inspection fee to the City. Fees associated with this article shall be established and amended from time to time by resolution of City Council.

C. A short-term rental shall not be registered without proof of a valid occupancy permit by the property owner and a Short-Term Rental Permit issued by the Building Department. An inspection of the dwelling unit shall be completed before the issuance of a Short-Term Rental Permit.

D. In order to register a dwelling unit for use as a short-term rental, the property owner or local agent shall provide and certify the following information on a form provided by the City:

1. Name, address, and telephone number of the property owner. Any change to property ownership during the term of registration shall require a new registration in accordance with this Ordinance;
2. Name, address, and telephone number of the local agent for the dwelling unit, if different from the person or persons listed in §10-353(D)(1). Should this local agent's contact information change at any point during the term of registration, it shall be updated with the City by the property owner within fourteen (14) days of any change to this information;
3. The street address of the dwelling unit;
4. The number of bedrooms in the dwelling unit;
5. The maximum number of occupants to which the applicant intends to rent the unit in any given rental period;
6. A statement certifying that each bedroom has a working smoke alarm; that each finished floor has a working carbon monoxide detector, a working fire

extinguisher, and exit signs(s) as required by the City Building Department; and that the owner or local agent will keep those devices in good, working order;

7. A statement certifying that the property owner shall consent to inspections by the City and will, upon reasonable notice being provided, make the dwelling unit available to inspectors upon request of a mutually agreed day and time. A copy of this registration form shall be provided to the St. Clair County Sheriff's Department to assist with any 911 or non-emergency rental complaints;

8. A floor plan accurately representing the number of bedrooms in the unit and the number of finished floors;

9. Proof of homeowner's insurance and personal liability insurance for renter occupants; and

10. All short-term rental units must be connected to the City's sanitary sewer system.

E. Owners of existing short-term rentals in operation at the time of adoption of this article shall have a period of six (6) months in which to complete registration. Those not registered within that timeframe shall be in violation of the ordinance.

F. The maximum term of any individual rental period shall be one hundred eighty (180) days.

G. The maximum advertised number of occupants shall not exceed the bedroom capacity defined in §10-352(B), plus two per finished floor.

H. Each short-term rental shall post in a clearly visible location near its primary entrance, the following notice and copies or summaries of all local ordinances referenced within:

**All renters of short-term rental units in Algonac
are advised of the following:**

- 1. This unit is subject to the Algonac Noise Ordinance, City Code §18-82, et seq.**
- 2. This unit is located in a residential neighborhood, and the neighbors may not be vacationing.**
- 3. Neighboring property owners or tenants may contact the local agent of this vacation rental or the St. Clair County Sheriff to report any potential issues relating to the use of this property.**

J. No attic or basement shall be used for determining the maximum number of occupants in a short-term rental, except that the owner or local agent may request, at the owner's expense, an inspection by the Building Department to determine that an attic or basement meets all current code requirements, including the requirements for

egress and occupancy under the Michigan Construction Code, the Michigan Residential Code, and applicable fire codes.

K. All parking shall be accommodated on-site, within a garage or on a paved, gravel, or stone driveway. The owner of the unit shall submit a plot plan or site plan demonstrating the location of the approved parking. Off-site parking passes may be issued at the discretion of the City Manager, Building Official, the Police, or their designee(s). Such passes shall be subject to any terms, conditions, and duration as determined necessary to protect public safety and ensure the orderly regulation of parking within the City.

Section 10-354. – Violations, Penalty and Enforcement.

A. A violation of this article is a misdemeanor subjecting the violator to the penalties set forth in City Code §1-14(b).

B. Each day that a violation of this article continues constitutes a separate violation of this article.

C. The City Rental Inspector may revoke the Short-Term Rental Permit for any dwelling unit that has three (3) or more separate violations within any twelve (12) month period resulting in a plea of responsibility, a plea of guilty, a plea of no contest, or a court's determination of responsibility of guilt by the owner, local agent, or any renter. The violations referenced herein may be of this article or any other City ordinance.

D. Upon a determination by the City Rental Inspector that the Short-Term Rental Permit of a dwelling unit is being revoked pursuant to §10-354(C), the City shall issue a notice of same to the property owner and the local agent that shall inform the owner and local agent of the right to an appeal hearing to show cause why the Short-Term Rental Permit should not be revoked if same is requested within fourteen (14) days of service of the revocation notice.

E. Appeal hearings requested pursuant to §10-354(D) shall be scheduled and conducted within twenty-one (21) days at a regularly scheduled meeting of the City Council, with notice provided to the owner and local agent. At the appeal hearing, the owner and local agent may present evidence that the requirements for revocation pursuant to §10-354(C) have not been met, or that the property owner and local agent should not be held responsible for one or more of the violations.

F. City Council shall decide the appeal *de novo* at the time of the hearing.

G. Upon revocation of its Short-Term Rental Permit, a dwelling unit may not be re-registered for a period of one (1) year and may not be used for any purpose other than as a non-rental dwelling unit.

H. This article may be enforced by the City Rental Inspector, City Code Enforcement Officer, the St. Clair County Sheriff, or any other individual designated by the City Manager.

SECTION 2. SEVERABILITY

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

SECTION 3. REPEAL OF ORDINANCES IN CONFLICT HEREWITH.

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

SECTION 4. RATIFICATION

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

SECTION 5. PUBLICATION.

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

SECTION 6. EFFECTIVE DATE.

This Ordinance shall take immediate effect upon publication in accordance with the provisions and requirements of the City Charter of the City of Algonac, but in no case sooner than ten (10) days after enactment pursuant to Charter Section 7.3(f).

ORDINANCE DECLARED ADOPTED.

Rocky B. Gillis, Mayor
City of Algonac, Michigan

CERTIFICATION

The foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Algonac, County of St. Clair, State of Michigan, at a regular meeting of the City Council held on the ____ day of September, 2025, and public notice of said meeting was given pursuant to and in accordance with the requirements of Act No. 267 of the Public Acts of 1976, as amended, being the Open Meetings Act, and the Minutes of said meeting have been or will be made available as required by said Act.

Members Present: Bembas, Carter, Davey, Gillis, Harris, Meldrum, Skarbek
Members Absent: None

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

Members voting yes: _____
Members voting no: _____

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

Lisa M. Borgacz, City Clerk
City of Algonac, Michigan

INTRODUCED: August 19, 2025
ADOPTED: September 2, 2025
PUBLISHED: September 10, 2025
EFFECTIVE: September 10, 2025

CITY OF ALGONAC FY 2025-2026 FEE SCHEDULE
Effective July 1, 2025

EXHIBIT C

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>ORDINANCE</u>	<u>FEE</u>	<u>PROPOSED</u>
	<u>BUSINESS LICENSE</u>			
451.000	Business (every other year, expires March 31) (2025)	12-8, 12-11	\$ 80.00	
452.000	Temp Business/Peddler (background check \$10 +\$100)	40-3	\$ 110.00	
457.000	Arcade (annual, expires Dec 31)	4-22	\$ 75.00	
458.000	Bed & Breakfast (annual, expires Dec 31)	8-2	\$ 100.00	
459.000	Arcade Device/each (annual, expires Dec 31)	4-22	\$ 25.00	
460.000	Garage Sale (per sale)	30-22	\$ 5.00	
461.000	Garbage Removal Operator (annual, expires 1 yr from issue) (2019)	32-31	\$ 250.00	
	<u>RENTAL PROGRAM</u>			
462.003	Multiple Family Annual License (expires 1 yr from issue, per unit) (2025)	10-95	\$ 55.00	
462.001	Multiple Family Annual License LATE FEE (per unit, each 30 days late) (2019)	10-96	\$ 25.00	
462.000	Multiple Family Annual Inspection			
	5 units or less	10-95	\$ 300.00	
	6-11 units	10-95	\$ 400.00	
	12+ units	10-95	\$ 500.00	
465.000	Single Family Annual Rental Registration (expires 1 yr from issue date)(2025)	10-49	\$ 105.00	
476.002	Failure to Register Occupied Rental	10-49	\$ 250.00	
476.000	Single Family Rental Inspection (at least once every 2 yrs, per unit) (2025)	10-49	\$ 80.00	
476.001	Single Family Rental Inspection LATE FEE (per unit, each 30 days late)	10-47	\$ 25.00	
	<u>SHORT TERM RENTAL PROGRAM</u>			
	Annual License/RegistrationFee			\$ 200.00
	Annual Inspection			\$ 80.00
	<u>PERMITS</u>			
477.000	Building Permits	Act 230 of 1972	Per Code	
	All residential/commercial construction \$75 application fee plus 0.65% (.0065)of building valuation based on International Code Council. \$0.10 per square foot for demolition.			
	Reinstatement of Closed Permit (2025)		\$ 80.00	
	3/4" or 1" Water meter (2024)		\$ 700.00	
	> 1" Water meter - cost + 20%		TBD	
	Water Tap (cost + 20%, no less than \$1,000) (2025)		Cost +20%	
484.000	Water Capital Charge (2020)	36-108	\$ 2,500.00	
	Sewer Inspection (2025)		\$ 80.00	
483.000	Sanitary Sewer Capital Charge	36-108	\$ 500.00	
478.000	Electrical Permits	Act 230 of 1972	Per Code	
479.000	Mechanical Permits	Act 230 of 1972	Per Code	
480.000	Plumbing Permits	Act 230 of 1972	Per Code	
481.000	Right-of-Way Permit (+ bond amount per engineer) (2025)	36-98	\$ 55.00	
	I & I Compliance Certificate	44-171	\$ 20.00	
	I & I Compliance Non-Compliance Penalty (per month)	44-171	\$ 500.00	
	Fire Hydrant Permit (2025)	44-28	\$ 125.00	
485.000	Zoning Permit (2025)	50-514	\$ 55.00	
485.100	Land Disturbing Permit (\$80 application, \$75 inspection) (2025)	18-102	\$ 155.00	
486.000	Sign Permit (2020)	Z1510(9)c	\$ 100.00	
487.000	Open Storage of Junk Vehicles (per vehicle)	18-52	\$ 100.00	
489.000	Special Land Use (Add consultant + 10% if applicable)(2025)	Z1804(3)	\$ 500.00	
	Telecommunications Permit	38-22	\$ 500.00	
	<u>CONTRACTOR LICENSE REGISTRATION</u>			
490.000	Plumbing (per license period) (2019)	Act 733 of 2002	\$ 20.00	
490.000	Mechanical (per license period) (2019)	Act 407 of 2016	\$ 15.00	



Item No: 11c
Meeting: 9.2.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To approve Server and Server Room Upgrade: \$19,590.

Submitted by: Alysia Bugg, City Treasurer

Summary

The proposed server and server room upgrade is a comprehensive replacement and clean-up project. This will include a new server, Microsoft Windows licensing and set up, migration services, data backup configuration, IT/Server room clean up, also warranty and support coverage.

The current server has reached the end of reliable service life.

These services will be provided by the current city IT provider, Hi-Tech.

This upgrade was budgeted for in the FY 2025-26 budget.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve server and server room upgrade from Hi-Tech, whose address is 3070 Palms Road, Casco, Michigan 48064, in the amount of \$19,590.00.

APPROVED/Denied



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

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

To: City Manager, Denice Gerstenberg
From: City Treasurer, Alysia Bugg
Subject: Upgrade Server and Server Room
Date: 8/19/2025

Our IT provider has advised that our current server, installed in 2021, has reached the end of its reliable service life. While the 2021 purchase was primarily the server hardware itself, this new proposal is a comprehensive replacement and cleanup project. It addresses not only the server but also the organization and long-term health of our IT environment.

The proposal includes:

- **New enterprise-grade server hardware** (business-class system designed to last 5+ years, with redundant power and storage for reliability).
- **Microsoft Windows Server licensing and setup** (required to run City systems on the new hardware).
- **Migration services** – moving all City files, applications, and permissions from the old server to the new one.
- **Data backup configuration** – ensuring our files are securely stored and recoverable in the event of failure.
- **IT/server room cleanup** – replacing or re-routing outdated cabling, removing unused equipment, and properly organizing the rack. This will make the system easier to maintain and troubleshoot.
- **Warranty and support coverage** – to ensure repairs and parts are available through the life of the server.

This approach ensures we are not just replacing hardware, but setting up a clean, reliable, and secure IT foundation for the future. The total cost of this project is \$19,590, which was budgeted in the FY 2025–2026 budget.

Please let me know if you have any questions.

Thank you,

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



3070 Palms Road, Casco 48064
Phone (810) 326-9000 Fax (810) 326-9100
www.hitech.net

Quote

Date	Quote No.
10-17-24	HTSQ16996

SOLD TO:	SHIP TO:
Algonac, City of Alysia Bugg 805 St. Clair River Dr. P.O. Box 454 Algonac, MI 48001 United States Phone (810) 794-9361 Fax (810) 794-4804 Email citytreasurer@cityofalgonac.org	Algonac, City of Alysia Bugg 805 St. Clair River Dr. P.O. Box 454 Algonac, MI 48001 United States Phone (810) 794-9361 Fax (810) 794-4804 Email citytreasurer@cityofalgonac.org

SALES REP.	SALES REP. PHONE	SALES REP. EMAIL	PAYMENT TERMS
Jay St.James	810-388-3039	jcsjames@hitech.net	Net 30 Days

QTY	MANUFACTURER	ITEM DESCRIPTION	UNIT PRICE	EXT. PRICE
1	Leviton	Leviton 48 Port Cat6 Patch Panel	\$362.00	\$362.00
1	StarTech.com	StarTech.com 4-Post 25U Server Rack Cabinet, 19" Data Rack Cabinet for Computer / IT Equipment, Home Network Rack, Half Height Server Rack - 4-Post 25U 19" server rack enclosure w/ adjustable mounting depth - EIA/ECA-310-E Compliant - 25U data cabinet ships flat-packed - 46.6in (118,3cm) in height; 1764lb (800kg) weight capacity - Lockable & removable door; Vented top allowing airflow	\$1,182.00	\$1,182.00
2	StarTech.com	StarTech.com 1U 4-Post 19.5 to 38in Adjustable Mounting Depth Rack Mount Shelf - Heavy Duty Fixed Rack Shelf - 330 lb / 150kg - 27.5in Deep - Add a high capacity adjustable mount depth fixed shelf into almost any 4-post server rack or cabinet - Adjustable Mounting (19.5 to 38in) Rack Mount Shelf - Rackmount Shelf - Fixed Server Rack Shelf - 1U Shelf - 330 lb / 150kg - 27.5in Deep	\$115.00	\$230.00
1	StarTech.com	StarTech.com Rackmount PDU with 16 Outlets and Surge Protection - 19in Power Distribution Unit - 1U - Organize and add additional power outlets to your rack solution	\$95.00	\$95.00
1	Schneider Electric SA	APC by Schneider Electric Smart-UPS 1500VA LCD RM 2U 120V with SmartConnect - 2U Rack-mountable - 3 Hour Recharge - 120 V Input - 120 V AC Output - Sine Wave - Serial Port - 6 x NEMA 5-15R - 6 x Battery/Surge Outlet - SmartConnect	\$775.00	\$775.00
30	JDI	JDI 1' Cat6 Blue Patch Cable	\$3.00	\$90.00
1	Hi-Tech	SHOP MATERIALS	\$100.00	\$100.00

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.

QTY	MANUFACTURER	ITEM DESCRIPTION	UNIT PRICE	EXT. PRICE
1	Hi-Tech	Installation Labor Charges	\$1,080.00	\$1,080.00
1	Microsoft	Microsoft Windows Server 2025 Standard - 16 Core (Perpetual)	\$1,176.00	\$1,176.00
25	Microsoft	Microsoft Windows 2025 Device CAL (Perpetual)	\$39.00	\$975.00
1	Hewlett Packard	HPE ProLiant DL360 Gen11 1U Rack Server - 1 x Intel Xeon Gold 6526Y 2.8 GHz - 128 GB RAM - Smart Choice - Intel C741 Chip - 2 Processor Support - 8 TB RAM Support - DDR5 SDRAM - Up to 16 MB Graphic Card - Gigabit Ethernet - 8 x SFF Bay(s) - Hot Swappable Bays - 2 x 1000 W - Redundant Power Supply	\$6,845.00	\$6,845.00
4	Hewlett Packard	HPE 960 GB Solid State Drive - 2.5" Internal - SATA (SATA/600) - Mixed Use - Server Device Supported - 3.4 DWPD - Hot Pluggable	\$578.00	\$2,312.00
1	Hewlett Packard	HPE Broadcom BCM57416 Ethernet 10Gb 2-port BASE-T Adapter for HPE - PCI Express 3.0 x8 - 1.25 GB/s Data Transfer Rate - 2 Port(s) - 2 - Twisted Pair - 10GBase-T - Plug-in Card	\$357.00	\$357.00
1	Hewlett Packard	HPE iLO Adv Elec Lic 3yr Support	\$272.00	\$272.00
1	Hewlett Packard	HPE 5YTCBas DL36xG11 Smart Choice SVC	\$1,222.00	\$1,222.00
1	Hewlett Packard	HPE 2930F 48G PoE+ 4SFP Switch - 48 Ports - Manageable - Gigabit Ethernet - 10/100/1000Base-T, 1000Base-X - 3 Layer Supported - Modular - 4 SFP Slots - Twisted Pair, Optical Fiber - 1U High - Desktop, Rack-mountable - Lifetime Limited Warranty	\$1,827.00	\$1,827.00
2	Hewlett Packard	HPE Instant On AP25 Dual Band 802.11ax 5.30 Gbit/s Wireless Access Point - Indoor - 2.40 GHz, 5 GHz - MIMO Technology - 1 x Network (RJ-45) - 2.5 Gigabit Ethernet - 20.10 W - Wall Mountable, Ceiling Mountable, Rail-mountable	\$245.00	\$490.00

Estimated labor 45 Hours can be deducted from the

existing time block.

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QTY	MANUFACTURER	ITEM DESCRIPTION	UNIT PRICE	EXT. PRICE
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SubTotal	\$19,390.00
Tax	\$0.00
Shipping Estimate	\$200.00
Total	\$19,590.00
Recurring Monthly	\$0.00

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.





Business of the Algonac City Council

Agenda Statement

Item Title: **To approve Firewall Upgrade: \$3,483.**

Submitted by: Alysia Bugg, City Treasurer

Summary

Earlier this year, the City began experiencing internet connectivity and reliability issues that were traced to a failing and outdated firewall. A firewall is a critical component of cybersecurity, serving to protect the City's network from external threats, regulate incoming and outgoing traffic, and maintain compliance with security standards.

When the existing firewall began to fail, the City's IT provider, Hi-Tech, supplied a temporary loaner device to ensure continuity of operations. However, a permanent replacement is now necessary.

The proposed new firewall will provide stronger security, improved reliability, and enhanced capacity to meet the City's future technology needs. Without replacement, the City faces the risk of system outages and increased vulnerability to cyber threats.

The cost of the new firewall is \$3,483 (see attached quote). This expense was anticipated and included in the FY 2025–2026 budget.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve Firewall upgrade from Hi-Tech, whose address is 3070 Palms Road, Casco, Michigan 48064, in the amount of \$3,483.00.

APPROVED/Denied



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

City Council
Mayor
Mayor Pro Tem
Councilman
Councilman
Councilwoman
Councilwoman
Councilman

Rocky Gillis
Dawn Davey
Michael Bembas
Ed Carter
Cathy Harris
Wendy Meldrum
Jacob Skarbek

To: City Manager, Denice Gerstenberg
From: City Treasurer, Alysia Bugg
Subject: Firewall Upgrade
Date: 8/19/2025

Earlier this year, the City began experiencing internet connectivity and reliability issues, which were traced to an outdated firewall. Firewalls are a critical part of cybersecurity — they protect the City's network from external threats, regulate incoming and outgoing traffic, and help maintain compliance with security standards. When the City's old firewall began failing, our IT provider, Hi-Tech, provided a loaner firewall on a temporary basis to keep operations running.

To resolve this issue permanently, a new firewall is needed. The proposed replacement will provide stronger security, improved reliability, and better capacity to handle future technology demands. Without a replacement, the City risks system outages and exposure to cyber threats.

The cost of the new firewall is \$3,483 (see attached quote). This cost was also planned for and budgeted in the FY 2025–2026 budget.

Please let me know if you have any questions.

Thank you,

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



3070 Palms Road, Casco 48064
Phone (810) 326-9000 Fax (810) 326-9100
www.hitech.net

Quote

Date	Quote No.
03-19-25	HTSQ17576

SOLD TO:	SHIP TO:
Algonac, City of Alysia Bugg 805 St. Clair River Dr. P.O. Box 454 Algonac, MI 48001 United States Phone (810) 794-9361 Fax (810) 794-4804 Email citytreasurer@cityofalgonac.org	Algonac, City of Alysia Bugg 805 St. Clair River Dr. P.O. Box 454 Algonac, MI 48001 United States Phone (810) 794-9361 Fax (810) 794-4804 Email citytreasurer@cityofalgonac.org

SALES REP.	SALES REP. PHONE	SALES REP. EMAIL	PAYMENT TERMS
Jay St.James	810-388-3039	jcstjames@hitech.net	Net 30 Days

QTY	MANUFACTURER	ITEM DESCRIPTION	UNIT PRICE	EXT. PRICE
1	SOPHOS SMB UTM	XGS 136 Security Appliance	\$75.00	\$75.00
1	SOPHOS SMB UTM	XGS 136 Xstream Protection 3 Years Suppot	\$3,185.00	\$3,185.00
1		Sophos Home Firewall Rack Mount - 1.3U Server Rack Shelf with Easy Access Front Network Connections, Properly Vented, Custom ized 19 Inch Rack	\$175.00	\$175.00

Install labor can be deducted from the existing time

block. Estimated 6-8 Hours to complete

SubTotal	\$3,435.00
Tax	\$0.00
Shipping Estimate	\$48.00
Total	\$3,483.00
Recurring Monthly	\$0.00

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIM ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING.



Item No: 12
Meeting: 9.2.2025

Business of the Algonac City Council

Agenda Statement

Item Title: To approve accounts payable and payroll in the amount of \$1,159,306.63

Submitted by: Alysia Bugg, City Treasurer

Summary

Attached are the bills and payroll for City Council review.

Suggested Action:

MOVED BY:

SUPPORTED BY:

RESOLVED, to approve accounts payable and payroll in the amount of \$1,159,306.63

APPROVED/Denied

