

**1 May 2020 through  
30 April 2021**



# **FYE 2021 BUDGET**

Submitted to the  
City Commission  
March 2020



City of Boyne City

# FYE 2021 BUDGET

1 May 2020 - 30 April 2021



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**City of Boyne City  
Michigan**

For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**April 30, 2018**

*Christopher P. Morill*

Executive Director/CEO



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# City of Boyne City Goals



2018 - 2020



-Be Excellent Stewards of  
Taxpayer Funds

-Protect Lake Charlevoix  
and Boyne River

-Engage our Community

-Increase Housing Availability

-Keep Boyne City's Economy  
Strong and Resilient

-Enhance Recreational  
Opportunities in Boyne City's  
Parks and Public Places

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# City of Boyne City

Founded 1856

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March 17, 2020

Mayor Tom Neidhamer and the Boyne City City Commission  
City of Boyne City  
319 North Lake Street  
Boyne City, Michigan 49712

Dear Mayor Neidhamer and City Commissioners,

This budget is being presented at a time of unprecedented external challenges to the City of Boyne City and many of its citizens. The challenges I am referring to are the high-water levels of area rivers and lakes and the COVID-19 health emergency. The former we have been monitoring for several years while the later has arrived suddenly over the last couple of months, and exponentially picked up speed and urgency in Michigan and our community during the last few days. Both of these items create huge operational and financial uncertainties for our community and beyond which may well outlast the time frame of the budget herein presented.

With that in mind I submit for your review and consideration the proposed City budget for the fiscal year beginning May 1, 2020. This document, along with your "12 Year History", provides you with a fifteen-year overview of where we have been, where we are now and where your City administration recommends we should go financially in the coming year considering the goals and objectives expressed by the City Commission and the community. As you go through the budget book, you will find corresponding history page numbers listed for quick reference and providing some historical perspective to what has happened over time in each line item.

The budget presented to the City Commission and the community in the pages that follow reflects both our opportunities and challenges. The City remains in very good financial shape. However, it appears that we will need to work even harder to maintain that position. While the budget as presented forecasts a \$150,000 surplus for the coming fiscal year the projected deficit for the current fiscal year has ballooned from an originally projected deficit of \$199,651 to \$909,963. The increase in the current year's deficit are related to the deferral of major grant proceeds of \$408,515 for the Pavilion project and \$243,880 for the Boyne Valley Trail, as well as increased costs to the General Fund for projects like the Pavilion the Cedar and Terrace Street project, as can be seen by the increased transfers this year to the Local Street fund. The positive, but in my view misleading, appearing result of this is the projected increase in the fund balance thru the expected receipt of these deferred revenues. As I have reported in the past we remain in a position where we could quickly strengthen our financial position and fund balance by decreasing or eliminating optional projects. I consider optional projects to be ones that are not

necessary to carry out the City's primary public operation and service responsibilities. In addition, for at least the next few years, we continue to be challenged by our pension obligations currently. Those obligations are forecast to peak in our FYE 2022 at \$511,000, begin decreasing in FYE 2023 to \$355,000 and the dropping significantly in FYE 2024 to \$88,900 and remaining in that range for following years until our defined benefit obligations end. These projections could be challenged and need to be revised if the recent economic uncertainties and fluxuations turn into a long-term economic downturn.

Information regarding the fund balance can be found in the General Fund Balance Summary chart on page 2-6, behind Tab 2. The Fund Balances for this fiscal year and next are estimated to remain above the City Commission's established policy of 25%.

As previously noted the fund balance, as discussed with our auditor, is money that is to be set aside in case of emergencies or economic downturns. It is not to be used to fund regular operations.

The budget as presented reflects a slight overall increase in overall millage rates. This is arrived at by maintaining the current general operating rate of 15.51 mills while increasing the City Facility debt payment rate from 2.20 mills this year to 2.25 mills next year. The City Facility debt payment rate is still less than the 2.69 mills that was indicated and approved by the City's voters on the May 2015 ballot and the 2.30 mills rate that we levied two years ago. As noted last year we want to levy just enough to be able to make our required payments, which increase annually a few thousand dollars each year. The actual millage rate in future years will depend on the amount of the City's taxable value. This debt millage will continue for another 17 years, through 2036. That will give the City a proposed combined millage rate of 17.76 mills for the coming fiscal year.

As this proposed budget both documents and forecasts, the City of Boyne City continues to be in good financial health for its current operations. It allows us to maintain excellent services to our citizens while undertaking a steady number of projects to improve our community. The budget proposal before you does so while maintaining our current City Operating millage, staffing and service levels. However, it should continue to be noted that funds are not currently available for the expansion of services unless we can create new efficiencies resulting in cost reductions or generate additional revenues. Given what I have reflected upon earlier I do not see this situation changing prior to FYE 2024.

Until a week ago I would have said Boyne City continues to benefit as both the National and State economies continue to hum along and make progress with job growth seen at both levels. I have expressed my doubts before about the ability of the national economy to continue to continue the improvements that it has for over ten years now. With the rapidly expanding impacts of the COVID-19 pandemic at the international, national, state and now local level it is hard to predict what the long-term impacts will be. They will not be good but the questions are now how bad and for how long. Those are questions that nobody has any good answers for currently. Even a couple of months ago people didn't know if those were really even questions.

We need to try and position ourselves, like we during the last economic downturn, to weather the storm, continue to provide our citizens the basic services they rely on, protect our workforce, and line ourselves up to come out of whatever arises in a strong position to continue to pursue our goals.

At this time the State budget remains incomplete. Given the recent health emergency I don't see this coming year as one where we will see any significant gains in dealing with the Revenue Sharing issues that we have spoken of in the past.

Likewise, I would be surprised to see much new support for local government coming from Washington in the near future. With the COVID-19 crisis and this being a Presidential Election year I don't expect any additional resources, except possibly for emergency issues, coming our way during the upcoming fiscal year.

We will continue to prepare for this year's census and insuring as full account of Boyne City's residents as possible. As we have seen, where we end up on that list will have a significant impact on what grants and other resources are available to us. Our Planning Department continues to be as prepared as possible for this important event.

During the current fiscal year, which ends on April 30<sup>th</sup>, we continued to make good strides in improving and extending the life of our infrastructure throughout the City. During this past year we undertook and completed a set of activities that are reflected below in the listing of "Significant Events and Projects". While there is always more to be done, the Commission, employees and most importantly, our residents can take a look at not only all we have accomplished, but how we have accomplished them and feel very good about their local government and the manner it uses available resources.

With the overall economy having been strong to this point and per the updates from our assessors we expect property tax collections for City operations to again increase by about \$91,000 over the current year, as noted on page 1-1. Even so, that means we are still intending to accomplish all that we are proposing with a projected \$81,972 less in taxes than the \$2,901,851 we budgeted during the 2009/2010 fiscal year, a full decade ago. And that reflects real dollars, not ones that have been adjusted to account for inflation.

Throughout the organization, City staff continues efforts to take whatever steps possible to insure our property owners are paying no more than necessary for the services and supplies we must purchase. Each year you see the positive results of seeking competitive pricing or looking at new ways of doing things. We continue to be down 3½ people from where we were eight years ago. The City team has responded well and to the general public the levels of service we provide remain the same or better than in the past. In the current fiscal year, we had two key retirements with the departure of the Police Chief and Deputy Treasurer. While, like other recent hires, we believe we have excellent replacements but it will take them some time to get fully up to speed. The transition time we provided between the incoming and outgoing Deputy Treasurer was a valuable use of resources that we would continue to use wherever possible.

As noted earlier the budget as presented for the coming year continues our efforts to provide you a budget which is fiscally conservative. We have again tried to make our estimates on both the revenue and expenditure sides of the ledger as realistic as possible and hopefully will not leave us with unpleasant surprises as we work through the coming year. It should be noted that the continued spending down of our unrestricted fund balance will limit the discretionary funds we have available to respond to future grants and other opportunities.

**The following are among the Significant Events/Projects undertaken during the Fiscal Year ending on April 30, 2020:**

- Hired a new Chief of Police, two Police Officers and Deputy Treasurer.
- Completed first Special Assessment District in about 20 years
- Completely rebuilt Cedar and Terrace Streets creating a more sensitive Storm Water collection system.
- Approved the downtown Lofts on Lake Street Development and associated PA 210 financial support.
- Successfully completed Boyne Mountain sanitary sewer force main project.
- Received up to \$408,515 MEDC for Veterans Park Pavilion Expansion and Renovation
- Completed the final phases of Veterans Park Pavilion Expansion and Renovation
- Began construction on the Boyne Valley Trail
- Establish Sister City Relationship with the Boyne Valley in Ireland
- Main Street program recognized as one of top eight nationally
- Resurfaced North Lake Street
- Developed plans for Second Section of North Lake Street/Michigan Resurfacing / Trail Projects
- Facilitated environmental protection, redevelopment and opening of 437 Boyne Avenue
- Completed the SAW grant
- Saw completion and opening of the new Surgical Center in the Business Park
- Completed Recreation Master Plan Update
- Undertook Planning efforts for Avalanche and Open Space parks

- Applied for Marina Expansion grant
- Applied for MNRTF recreational facilities grant
- Complete Avalanche Trail System
- Jointly Secured Continued the City's Financial Forecast model development
- Continued work on Boyne City Trail extension plan
- Completed installation of North Boyne wellfield Emergency Generator
- Replaced DPW 3/4-ton Truck with Plow
- Purchased DPW Underbody Blade and Conveyor Belt
- Converted DPW equipment trailer
- Acquired two Fire Dept snowmobiles
- Replaced 5 sets of Fire Dept Turnout Gear
- Installed new playground equipment at Peninsula Beach Park
- Installed new shelter at Waterworks Park
- Applied for County recreation grant
- Maintained all existing programs and services.

**Significant Items in the proposed budget for the Fiscal Year beginning May 1, 2020 include:**

- Complete Boyne Valley Trail
- Complete Second Section of North Lake Street/Michigan Resurfacing / shoulder widening
- Begin Marina Expansion work
- Replace DPW Dump Truck with Plow and Sander
- Replace Vector Truck
- Undertake several recreation enhancements projects
- Replace Police car

- Replace 1988 Fire Dept Equipment vehicle
- Replace Water/Wastewater  $\frac{3}{4}$  ton pickup
- Replace DPW  $\frac{1}{2}$  ton pickup
- Replace Kubota tractor
- Replace Police Department laptop computers
- Replace five EMS patient monitors
- Explore water and wastewater distribution and collection system expansion options
- Continue utility meter conversion
- Maintain all existing program and services

#### **MILLAGE RATES/FEES**

As shown on page 6, the proposed city General Fund millage rate will remain at 15.51 mills and city facilities debt millage rate for the coming year will increase slightly to 2.25 mills, for a total of 17.76 mills. The proposed General Operating millage rate remains at its lowest rate since FYE 1999.

Again, in your budget is a chart showing the millage history for Boyne City taxpayers in five-year increments going back to 1991. Current Countywide millage levels are included in the 'Where Do Your Tax Dollars Go?' charts behind this letter in the budget books.

The City is authorized by Charter to levy up to 20.00 mills. Since each mill levied in the City generates approximately \$181,809 for the General Fund, the 4.49 mills that the City is below its Charter limits represents about \$816,323 in unused capacity. In order for the City to levy a millage rate higher than 16.33 mills, a vote of the public would be necessary. The City Commission could on its own, we believe, safely roll up our millage rate by about 0.5 mills and generate an additional \$90,905 this fiscal year. Staff encourages caution regarding any millage rate increase to avoid putting too much of a financial burden on our taxpayers and placing Boyne City at a competitive disadvantage when seeking new residents and businesses.

Again, enclosed for the Commission's reference, following this letter are a series of charts based on a recent survey we first conducted ten years ago, comparing Boyne City to a number of neighboring communities in terms of: population, taxable value, total municipal millage, street millage (if any), and general operating millage. While each community is unique and must find the right balance of services, expenditures and revenues for itself, it is often useful to see how we compare to our neighbors and make sure we are not too far out of line. Our ranking did not change in any of these categories compared to last year except for street/infrastructure millages

levied where we moved down one position in a tie for ninth with East Jordan. These numbers continue to tell me two things; first, we are currently just slightly over the middle in terms of most of the comparisons, except in road millage where we are below the middle and secondly, there isn't that much room to go up in millages without putting us at or near the top of the communities surveyed in total millages levied.

Also, included again this year are two updated charts showing the breakdown of where local tax dollars go, based on homestead and non-homestead property with a taxable value of \$94,418. For each tax dollar you pay, just think of the percentages in each category as cents.

This coming fiscal year the recommended contributions from the General Fund to both the Major and Local Street Funds totals \$880,238 which is down from last year's projected amount of \$1,179,921. This remains a significant portion of the proposed \$5+ million-dollar General Fund budget for the coming year. During the last sixteen fiscal years, total General Fund street contributions have ranged from a low of \$449,000 in 2001 to the high of \$1,225,000 approved in the 2011/2012 fiscal year budget. The current year's total is expected to come within just over \$45,000 of our sixteen-year high. This coming year's General Fund contribution is equivalent to about 4.84 mills of street millage.

The Cemetery, Ambulance, Fire, Rubbish, Local and Major Street funds continue to require contributions from the General Fund and will continue to do so for the foreseeable future. Contributions to the Ambulance fund were significantly revised eight years ago in working with our partnering and contracting Townships. We are working with Boyne Valley Township to see if we can maintain our mutually beneficial working relationship with them. We hope the funding provided for this fund represents a worst-case scenario in case we are not successful. The Airport fund will not require contributions from the General Fund in the coming year, but may need assistance from time to time. The Marina's future expansion and financing needs and options are continuing to be explored and will be discussed with the Commission further in the coming fiscal year.

We have continued to hold the line on rate increases wherever possible but this year shows several increases. The attached Fee Schedule behind Tab 15 reflects this. A 1.0% Water and Sewer rate increase, as shown on pages 4 and 5 of the Fee Schedule, is proposed in keeping with the recommendations of our financial consultant on these funds. As has been discussed before, we have gone with smaller rate increases on an annual basis over the years in order to avoid less frequent but larger future increases. It is our hope that by implementing a rate increase this year, we can avoid larger increases in the years ahead. If we are to continue undertaking important infrastructure improvements, including the city's underground city utilities, we need to raise adequate funds for those purposes. Airport Hanger rates are proposed to remain unchanged this year and we have no hanger vacancies. A couple Police Department rates on page 8 have increased, while another has decreased. Marina fees for the coming season are increased on page 9 as previously approved. This will be the first full season that our marina has been on the State's web-based reservation system. Both the boaters and we will incur increased costs related to that switch. The rental of rooms in this facility continues to be very popular. Most, but not all, groups still feel it is a good value for the money and we are proposing no changes for the coming year, with one exception. We look to come back to the City Commission with

recommendations for fees associated with use of the improved Veterans Park Pavilion to help offset its increase amenities and costs to operate.

Overall Boyne City continues to fare very well. Until a week ago I would have said the outlook for the coming year remains much the same. The COVID-19 situation is one that we didn't see coming just a short while ago and are at this point uncertain what overall impacts it will have. By continuing to hope for the best but plan for the worst I remain very confident that Boyne City is in a very good position to handle pretty much whatever might come our way. Our house is strong and in good order. We are well positioned to continue to Build a Better Boyne.

We have a very good workforce; one that continues to improve and serve our customers better each year. I am confident we will continue to accomplish even more great things as we move forward.

I can't end without again expressing my appreciation to all the Department Heads and employees who have worked so hard to make this presentation possible. I must again single out City Clerk/Treasurer Cindy Grice for her untiring efforts to make the budget before you a reality and for developing and maintaining our award-winning financial systems.

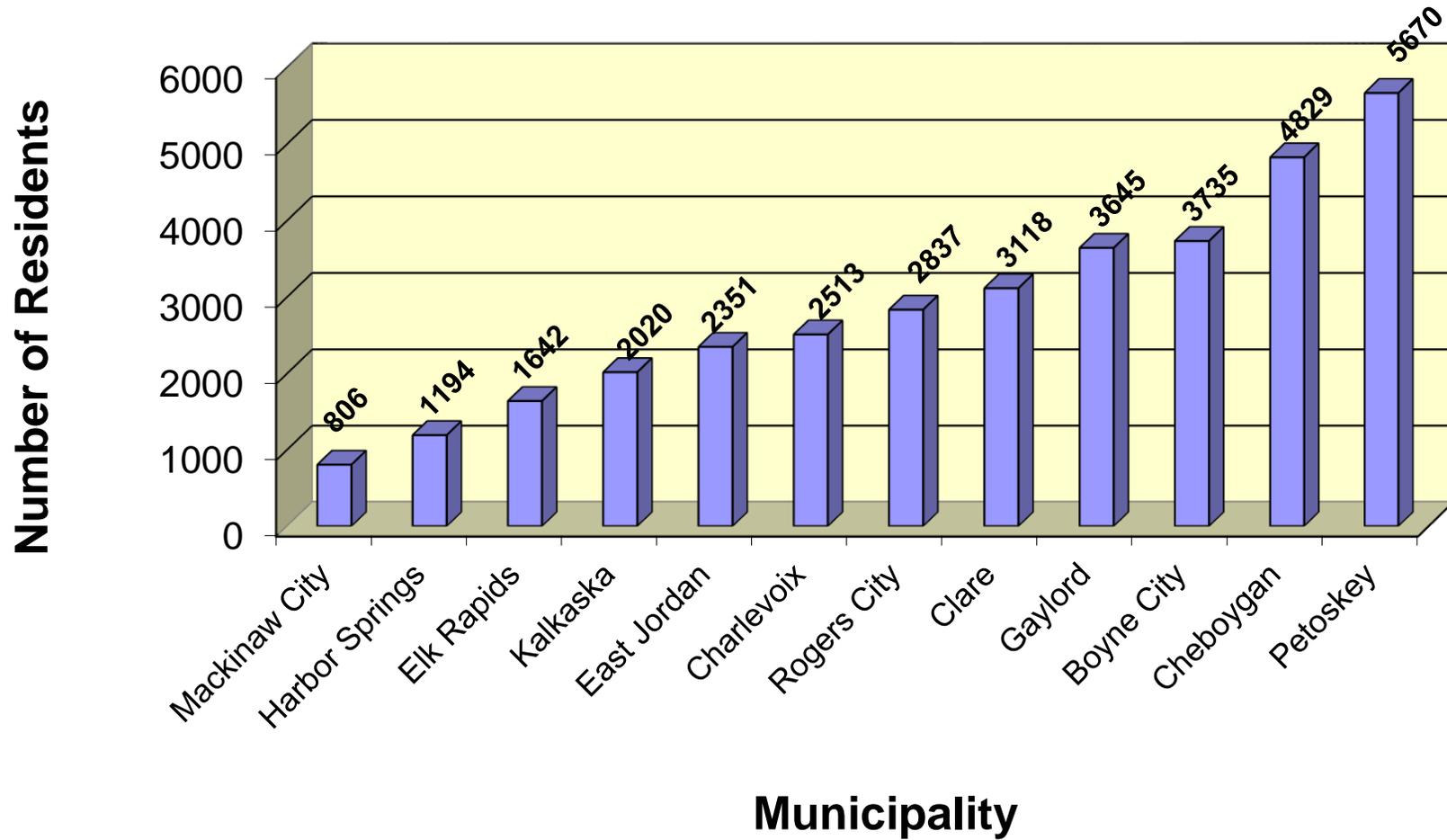
I look forward to the City Commission's review and consideration of the proposed budget. If you have any questions at any time throughout this process, please do not hesitate to ask.

Sincerely,



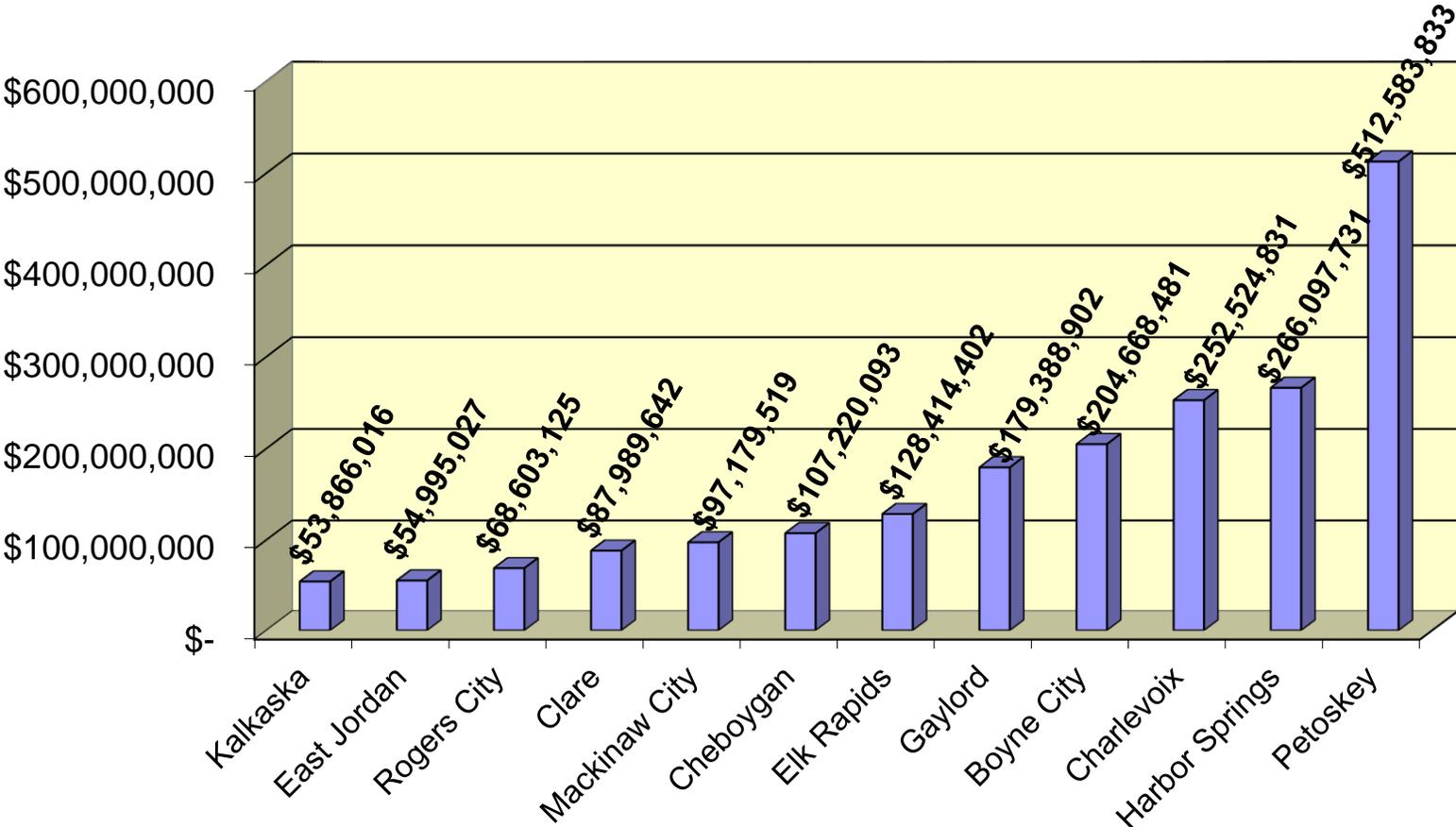
Michael Cain  
City Manager

## Municipality Population - 2019



# Municipality Taxable Value - 2019

Taxable Value in Dollars

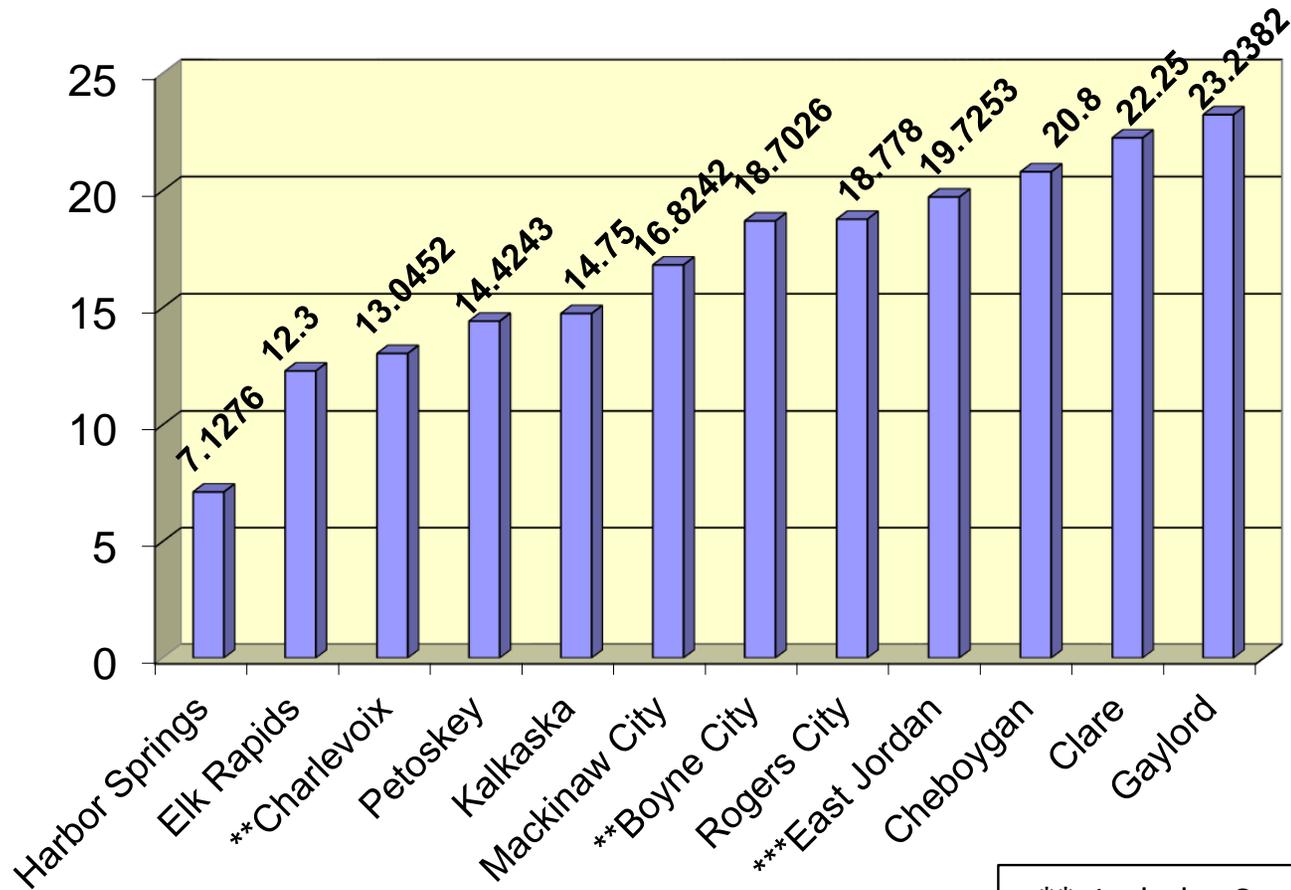


Current year information was not available for Kalkaska or Rogers City at the time of print.

Municipality

## Total Millage Levied by Municipality - 2019

Number of Mills

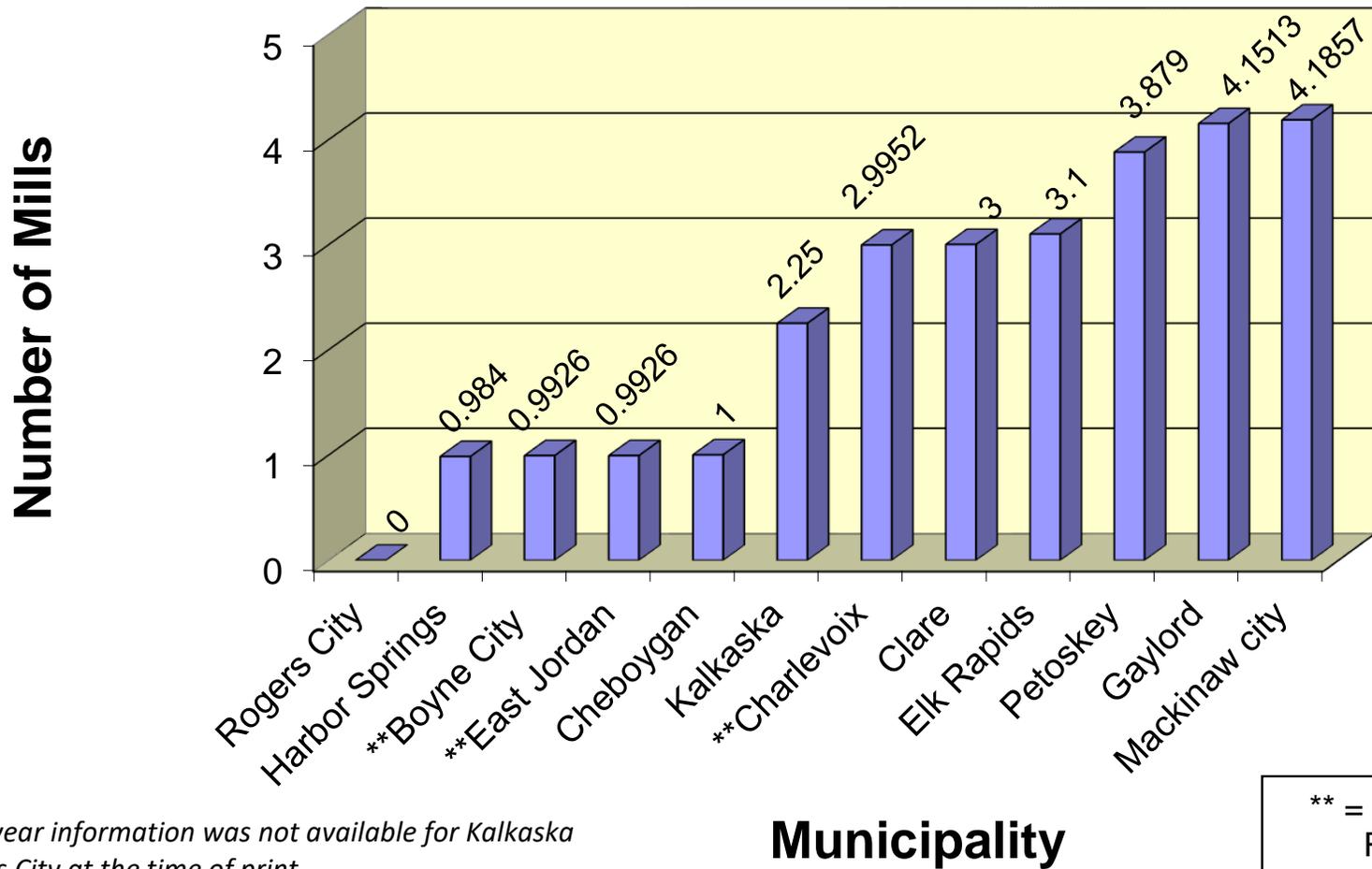


Current year information was not available for Kalkaska or Rogers City at the time of print.

Municipality

\*\*=Includes County Road Millage  
 \*\*\*=Road plus .75 EMS Millage

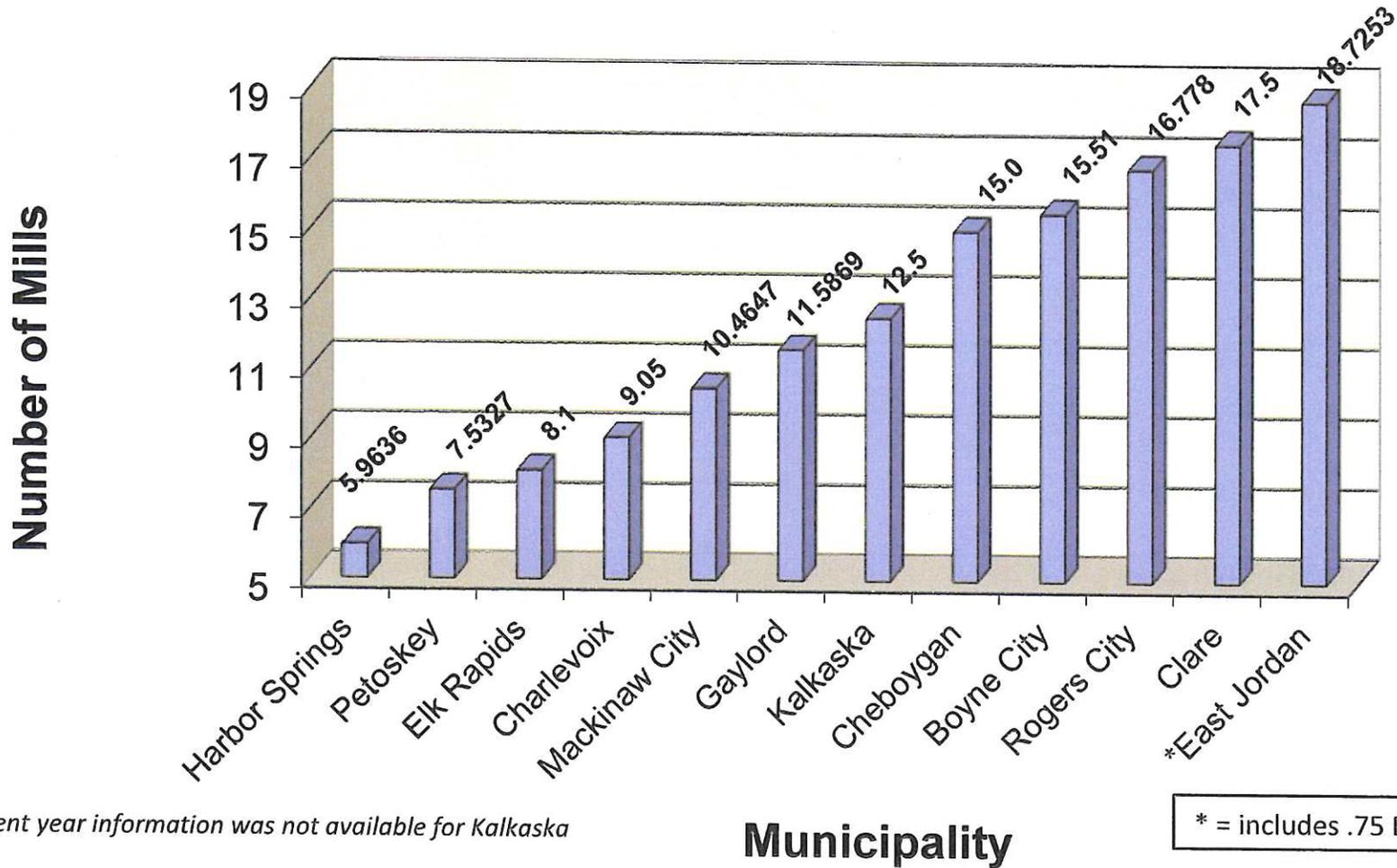
# Street / Right of Way / Infrastructure Millage Levied by Municipality 2019



Current year information was not available for Kalkaska or Rogers City at the time of print.

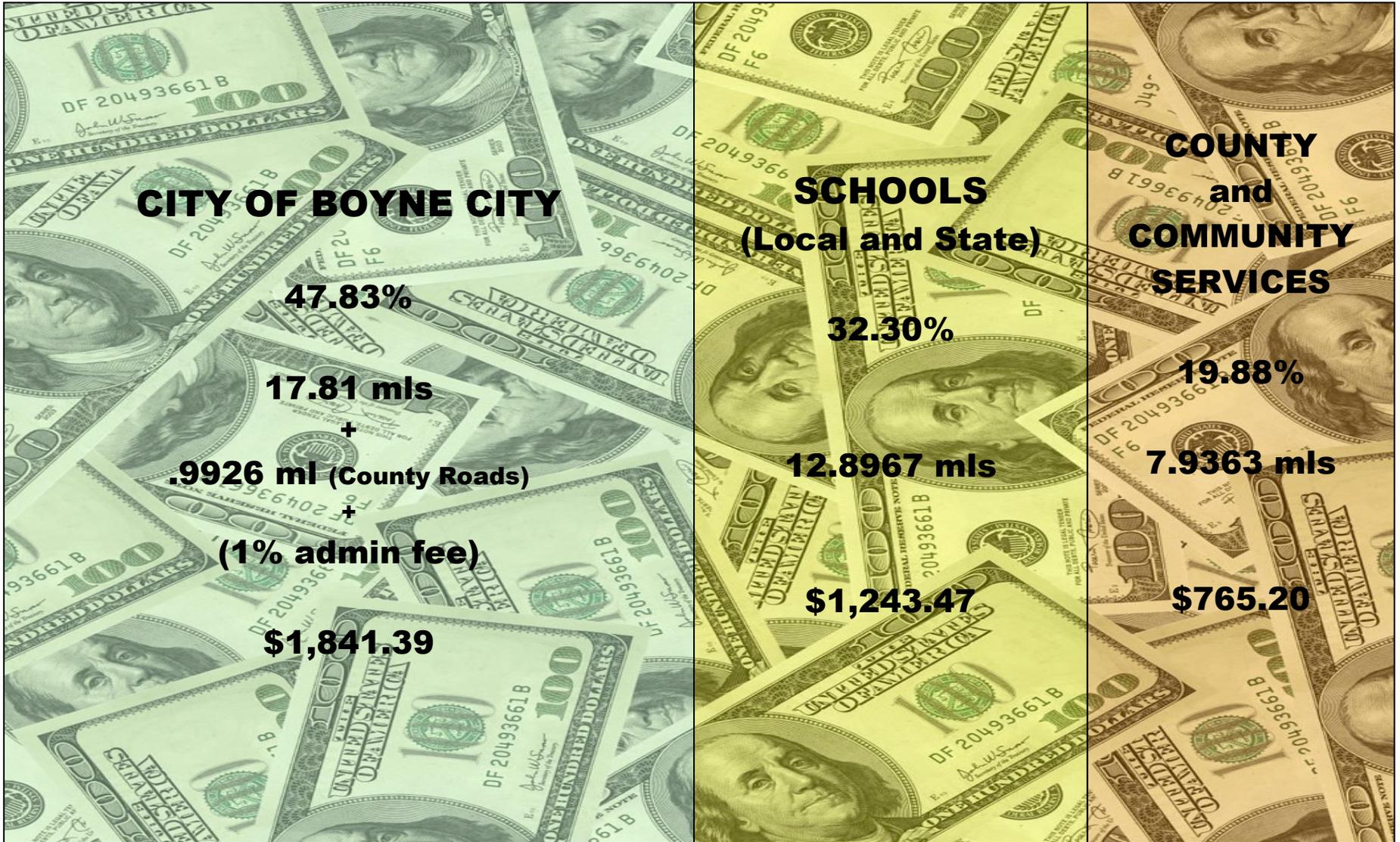
\*\* = Includes County Road Millage

# General Operating Millage Levied by Municipality 2019



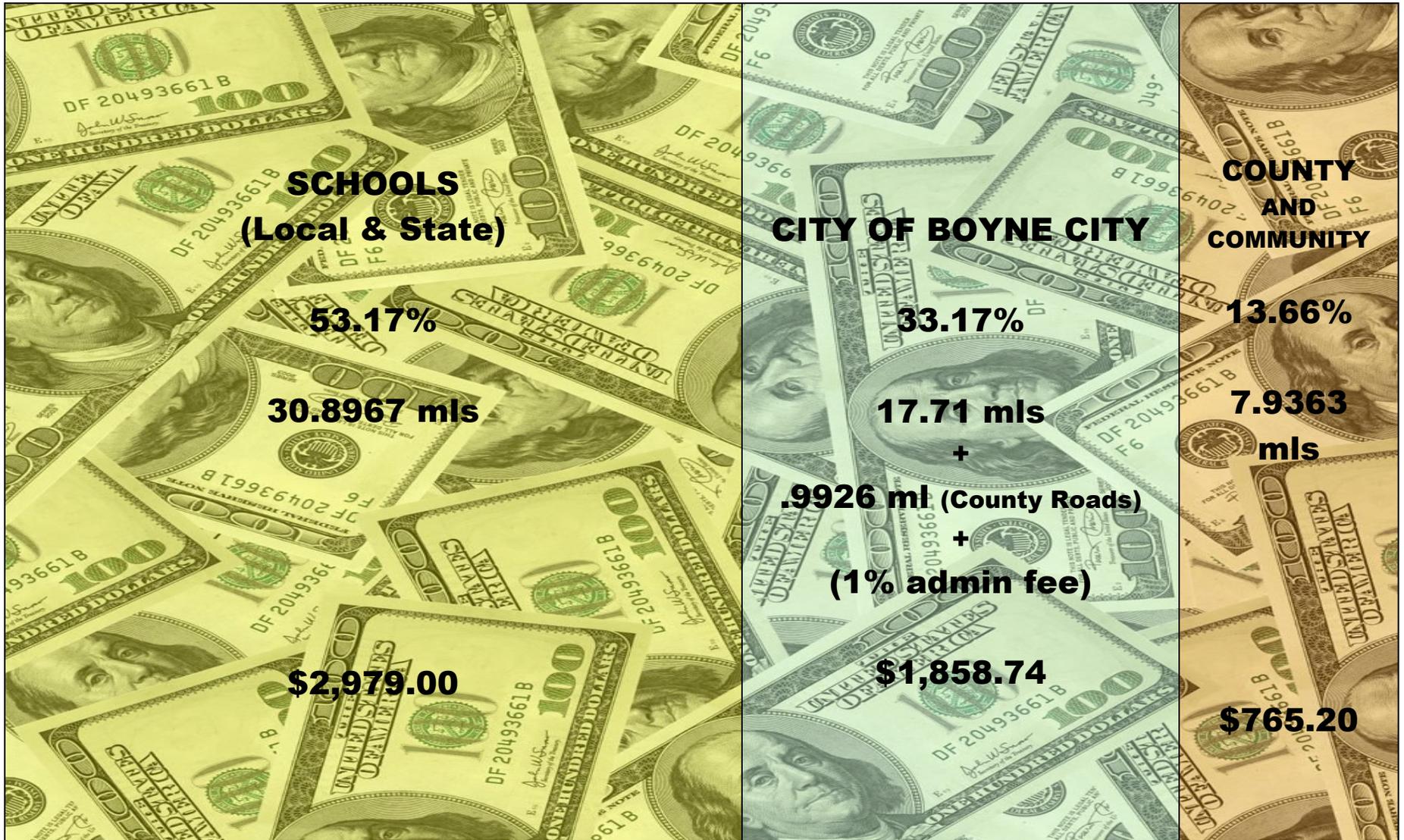
# Where Do Your Tax Dollars Go?

Based on Homestead and a taxable value of \$96,418 @ 39.5356 mls  
Total Tax Amount \$3,850.06 (includes 1% Admin fee of \$38.12)



# Where Do Your Tax Dollars Go?

Based on Non-Homestead and a taxable value of \$96,418 @ 57.5356 mls  
Total Tax Amount \$5,602.94 (includes 1% Admin fee of \$55.47)



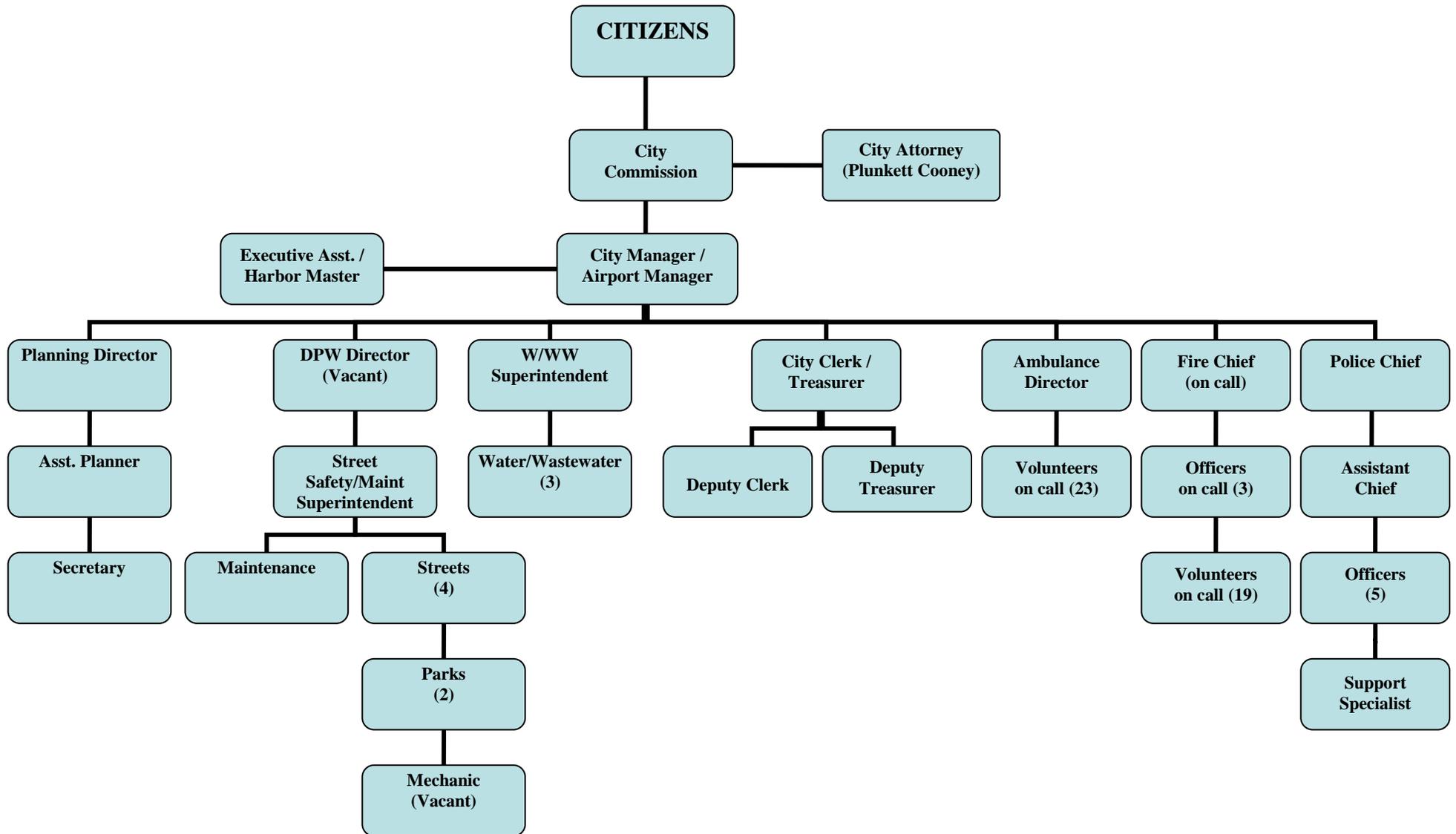
## Millage History 1991 - Current

| Entity                                 | 1991            | 1996            | 2001            | 2006            | 2011            | 2016            | Current         |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| City Operating / Debt                  | 16.23000        | 15.86000        | 17.00000        | 16.34000        | 15.51000        | 15.51000        | 15.51000        |
| City Facilities                        | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 2.20000         |
| Water & Sewer                          | 2.65000         | 2.62200         | 0.52000         | 0.39200         | 0.00000         | 0.00000         | 0.00000         |
| Street Debt                            | 1.50000         | 1.47800         | 0.33000         | 0.13000         | 0.00000         | 0.00000         | 0.00000         |
| County Roads (City's portion)          | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 1.00000         | 1.00000         | 0.99260         |
| **Boyne Library                        | 0.00000         | 0.75000         | 0.70840         | 0.97430         | 0.96960         | 0.96960         | 0.94340         |
| <b>Total City</b>                      | <b>20.38000</b> | <b>19.96000</b> | <b>17.85000</b> | <b>16.86200</b> | <b>16.51000</b> | <b>16.51000</b> | <b>18.70260</b> |
| State Education                        | 0.00000         | 6.00000         | 6.00000         | 6.00000         | 6.00000         | 6.00000         | 6.00000         |
| **School Operating                     | 35.80690        | 18.00000        | 17.95680        | 18.00000        | 18.00000        | 18.00000        | 18.00000        |
|  |                 | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         |
| School Debt                            | 0.00000         | 2.80000         | 4.50000         | 3.75000         | 3.35000         | 3.35000         | 3.14000         |
| Special/Vocational Ed                  | 0.00000         | 0.00000         | 0.00000         | 2.55620         | 2.58130         | 2.58130         | 2.56152         |
| Char-Em                                | 2.21040         | 2.84070         | 2.77390         | 0.19510         | 0.20000         | 0.20000         | 1.19500         |
| <b>Total Education</b>                 | <b>38.01730</b> | <b>29.64070</b> | <b>31.23070</b> | <b>30.50130</b> | <b>30.13130</b> | <b>30.13130</b> | <b>30.89652</b> |
| County Allocation                      | 4.54020         | 4.15430         | 6.43580         | 4.55070         | 4.70000         | 4.70000         | 4.45000         |
| County Transit                         | 0.24230         | 0.22100         | 0.00000         | 0.24200         | 0.25000         | 0.25000         | 0.24830         |
| County Recycling                       | 0.00000         | 0.00000         | 0.00000         | 0.14510         | 0.15000         | 0.15000         | 0.14890         |
| County Senior Citizens                 | 0.00000         | 0.00000         | 0.00000         | 0.38720         | 0.40000         | 0.65000         | 0.64570         |
| Grandvue                               | 0.74660         | 0.75000         | 0.00000         | 1.24090         | 0.92500         | 0.75000         | 0.75000         |
| County Parks                           | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.15000         | 0.15000         |
| County Veterans                        | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.10000         | 0.10000         |
| Boyne Area Senior                      | 0.00000         | 0.00000         | 0.00000         | 0.33750         | 0.00000         | 0.00000         | 0.00000         |
| Charlevoix County 911                  | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.00000         | 0.50000         |
| <b>Total County/Community Services</b> | <b>5.52910</b>  | <b>5.12530</b>  | <b>6.43580</b>  | <b>6.90340</b>  | <b>6.42500</b>  | <b>6.75000</b>  | <b>6.99290</b>  |
| <b>Total Homestead Millage</b>         | <b>63.92640</b> | <b>37.47600</b> | <b>38.26810</b> | <b>37.24100</b> | <b>36.03590</b> | <b>36.36090</b> | <b>39.53542</b> |
| <b>Total Non-Homestead Millage</b>     | <b>63.92640</b> | <b>55.47600</b> | <b>56.22490</b> | <b>55.24100</b> | <b>54.03590</b> | <b>54.36090</b> | <b>57.53542</b> |

\*The Boyne Library Millage is NOT reflected in the Total City Millage but is included in the Total Homestead and Non-Homestead Millages

\*\* Non-Homestead property owners are taxed the 18 mls of the school operating tax.  
For homesteaded property that line item is 0.0000 for 1996 - current.

# Boyne City Organizational Chart



# **CITY OF BOYNE CITY**

## **FYE 2021 BUDGET**

**1 May 2020 - 30 April 2021**

## **MEMBERS OF THE CITY COMMISSION**

**Thomas Neidhamer, Mayor**

**Ronald Grunch, Mayor Pro-Tem**

**Hugh Conklin**

**Sally Page**

**Dean Solomon**

# **DEPARTMENT HEADS AND PRIMARY ADMINISTRATORS**

**Michael C. Cain**  
CITY MANAGER

**Cindy Grice**  
CITY CLERK  
TREASURER/CHIEF FINANCIAL OFFICER

**Dennis Amesbury**  
FIRE CHIEF

**Tim Faas**  
SUPERINTENDENT  
PUBLIC FACILITIES, STREETS, PARKS AND SAFETY

**John Lamont**  
AMBULANCE DIRECTOR

**Kelsie King-Duff**  
MAIN STREET EXECUTIVE DIRECTOR

**Kevin Spate**  
POLICE CHIEF

**Mark Fowler**  
WATER/WASTEWATER SUPERINTENDENT

**Scott McPherson**  
PLANNING/ZONING ADMINISTRATOR

**Jane MacKenzie**  
HOUSING COMMISSION EXECUTIVE DIRECTOR

# CITY STAFF

## Street Department

Darcy Kotalik..... Street Foreman &  
..... Heavy Equipment Operator  
James Farley.....Parks Foreman &  
.....Heavy Equipment Operator  
Rob LaVanway ..... Heavy Equipment Operator  
John Loughmiller .. Heavy Equipment Operator  
Dan Nowland ..... Heavy Equipment Operator  
Travis Lapeer..... Light Equipment Operator

## Water/Wastewater Department

Eric Kujawski ..... Water/Wastewater Foreman  
..... & Operator  
Derek Brennan.....Water/Wastewater Operator  
Dennis Boyd.....Water/Wastewater Operator

## Maintenance Department

Mike Peterson ..... Maintenance/Construction

## Planning and Zoning Department

Patrick Kilkenny..... Assistant  
Planner

## Administration

Barb Brooks ..... Executive Assistant  
Jane Halstead.....Recept/Cashier  
Pat Haver ..... Planning Asst./Recept./Cashier  
James Manko..... Deputy Treasurer

## Police Department

Dan Mercer ..... Assistant Chief  
Logan Brewer.....Police Officer  
Michael Frazee ..... Police Officer  
Christie Hoenicke ..... Police Officer  
Joel Novak ..... Police Officer  
Kyle Smith..... Police Officer  
Syrina Dawson..... Support Specialist

### Part time:

John McLeod..... Police Officer  
Craig Remsberg.....Support Staff  
Don Sproul.....Support Staff

## Housing Commission

Jane MacKenzie.....Housing Director  
Cindy McCort.....Program Manager  
Nanette Long..... Administrative Assistant  
Kevin Moore ..... Maintenance Custodian  
Ryan Brooks ..... Maintenance Custodian

## **AIRPORT ADVISORY BOARD**

Richard Bouters  
Doug Brubaker  
Jerry Schmidt \*  
Bud Chipman \*  
Brian Harrington  
Rod Cortright \*

Leon Jarema \*  
Leon Vercruysse  
John Van Etten \*  
Richard Wright  
Allen Sturza\*

\* Ex Officio

## **BOARD OF REVIEW**

Rose Rau, Chair  
Danyell Minier

Bob Carlile

## **BOYNE DISTRICT LIBRARY BOARD**

Jack Laurent, President  
Danielle Swartz, Secretary  
Beth Freeman  
Laura Squiers

Josette Lory, Vice President  
Jane Wehrenberg, Treasurer  
Deb O'Leary

## **COMPENSATION COMMISSION**

Cindy Banner  
Jim Baumann  
George Ellwanger

Vacancy  
Bob Carlile

## **ELECTION COMMISSION**

Cindy Grice, Chair  
Bill Stanley

Eleanor Stackus

## **MAIN STREET BOARD/DDA**

Patty Gabos, Vice-Chair  
Robert Grove  
Becky Harris  
Anna Burkhardt  
Rob Swartz, Chair

Jodie Adams  
Michelle Cortright  
Michael Cain  
Patrick Little

## **ECONOMIC DEVELOPMENT CORPORATION**

Ralph Gillett, Chair  
Andrew May  
Peter Friedrich, Secretary  
Pat Anzell  
Michelle Cortright

Kelly Bellant  
Josette Lory  
Michael Cain

## **HISTORICAL DISTRICT COMMISSION**

Chris Bandy  
Jeff Wellman  
Chris Glassford

Jerry Kragenbrink  
Gow Litzenburg

## **HISTORICAL COMMISSION**

Michele Hewitt  
April Raycraft  
Syrina Dawson  
Laura Sansom, Chair

Lisa Alexander  
Vacancy  
Vacancy  
Asuka Barden\*  
\* Ex Officio

## **HOUSING COMMISSION**

Dennis Jason  
John Drury, Chair  
Sarah Niederpruem

Judy Hartlep  
Susan Conklin

## **LOCAL DEVELOPMENT FINANCE AUTHORITY**

Ralph Gillett, Chair  
Andrew May  
Josette Lory  
Michael Cain

Kelly Bellant  
Pat Anzell  
Peter Friedrich  
Michelle Cortright

## **PARKS AND RECREATION COMMISSION**

Michael Sheean  
Hugh Conklin  
Tom Smith  
Diane Sterling

Greg Vadnais  
Heather Huffstutler  
Lisa Alexander  
Rob Weick

## **PLANNING COMMISSION**

Aaron Place, Chair  
Larry Chute  
Skylar MacNaughton  
Nicole Moblo  
Tom Neidhamer

Rose Newton  
Jeff Ross, Vice Chair  
Vacancy  
Vacancy

## **ZONING BOARD OF APPEALS**

Patrick Kubesh, Chair  
Bob Carlile, Vice Chair  
John McClorey

Roger Reynolds  
Monica Ross

# PROPOSED FY 2020-2021 MILLAGE RATES

(1 Mill = \$1 per \$1,000 Taxable Value)

Proposed Expenditures .....\$13,481,152

Amount to be raised from city portion of property taxes for 2020

Operations ..... \$3,147,144

(before captures to LDFA, DDA and Brownfield Authority)

City Facilities Debt .....\$423,209

**TOTAL PROPOSED MILLAGE..... 15.51**

\* General property taxes for operations raise 53% of the city's general fund revenues

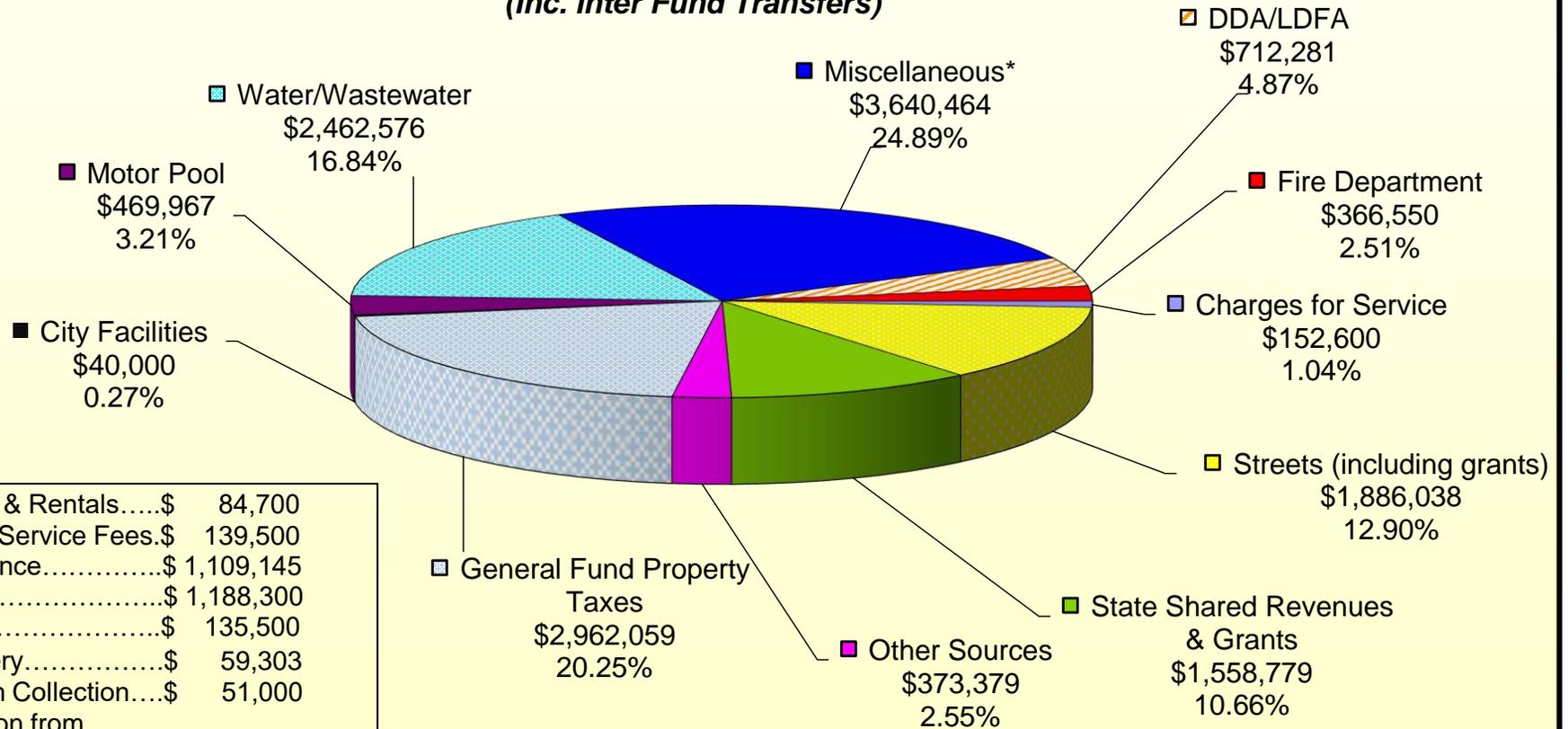
\*\* Millage rates based on available estimates of taxable value of Boyne City (\$204,668,481) including IFEC Taxable Value (\$3,515,661). Of the proposed operating millage of 15.51, the street fund subsidy is 17% (2.64 mills).

## MILLAGE COMPARISON RATES BY YEAR

|  | FYE<br>2013  | FYE<br>2014  | FYE<br>2015  | FYE<br>2016  | FYE<br>2017  | FYE<br>2018  | FYE<br>2019  | FYE<br>2020  | FYE<br>2021  |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| City Operating                         | 15.51        | 15.51        | 15.51        | 15.51        | 15.51        | 15.51        | 15.51        | 15.51        | 15.51        |
| Debt Service<br>1987 and 1989<br>Infra | <b>0.00</b>  |
| Debt Service<br>City Facilities        | 0.00         | 0.00         | 0.00         | 0.00         | 1.32         | 2.30         | 2.30         | 2.20         | 2.25         |
| <b>Total Millage</b>                   | <b>15.51</b> | <b>15.51</b> | <b>15.51</b> | <b>15.51</b> | <b>16.83</b> | <b>17.81</b> | <b>17.81</b> | <b>17.71</b> | <b>17.76</b> |

# CITY OF BOYNE CITY FYE 2021 TOTAL REVENUES

**Total \$14,624,693**  
(Inc. Inter Fund Transfers)



|  |    |           |
|--|----|-----------|
| Interest & Rentals.....                | \$ | 84,700    |
| Admin. Service Fees.....               | \$ | 139,500   |
| Ambulance.....                         | \$ | 1,109,145 |
| Marina.....                            | \$ | 1,188,300 |
| Airport.....                           | \$ | 135,500   |
| Cemetery.....                          | \$ | 59,303    |
| Rubbish Collection.....                | \$ | 51,000    |
| Allocation from                        |    |           |
| Boyne Thunder.....                     | \$ | 368,800   |
| Farmers Market.....                    | \$ | 51,690    |
| City Facilities &<br>Debt Service..... | \$ | 452,526   |

|                      |           |                  |
|----------------------|-----------|------------------|
| <b>Major Streets</b> | <b>\$</b> | <b>812,392</b>   |
| <b>Local Streets</b> | <b>\$</b> | <b>1,073,646</b> |

# SUMMARY OF PROPOSED BUDGET

FY 2020 - 2021

## REVENUES

### GENERAL FUND

|   |                         |
|---|-------------------------|
| Property Taxes, Tax Penalties, Administration Fees<br>and Miscellaneous | \$ 2,962,059            |
| State Shared Revenues and Grants  | 1,558,779               |
| Administrative Service Fees   | 139,500                 |
| Charges for Services  | 152,600                 |
| Interest and Rentals  | 84,700                  |
| Other Sources   | 373,379                 |
| <b><i>TOTAL GENERAL FUND REVENUES</i></b>                               | <b><i>5,271,017</i></b> |

### OTHER FUNDS

|   |                         |
|---|-------------------------|
| Major Streets                           | \$812,392               |
| Local Streets                           | 1,073,646               |
| Fire Department                         | 366,550                 |
| Rubbish Collection Fund                 | 51,000                  |
| Cemetery                                | 59,303                  |
| Ambulance                               | 1,109,145               |
| DDA                                     | 393,031                 |
| Boyne Thunder                           | 368,800                 |
| Farmers Market                          | 51,690                  |
| L DFA                                   | 319,250                 |
| Marina                                  | 1,188,300               |
| Airport                                 | 135,500                 |
| City Facilities Debt Fund               | 452,526                 |
| City Facilities Construction Fund       | 40,000                  |
| Water/Wastewater Funds                  | 2,015,953               |
| Allocated From W/WW Fund Balances       | 446,623                 |
| Motor Pool                              | 358,941                 |
| Allocated From Motor Pool Fund Balance  | 111,026                 |
| <b><i>OTHER FUNDS TOTAL REVENUE</i></b> | <b><i>9,353,676</i></b> |

|                           |                    |
|---------------------------|--------------------|
| TOTAL REVENUE - ALL FUNDS | 14,624,693         |
| Less Inter-fund Transfers | <u>(1,143,541)</u> |

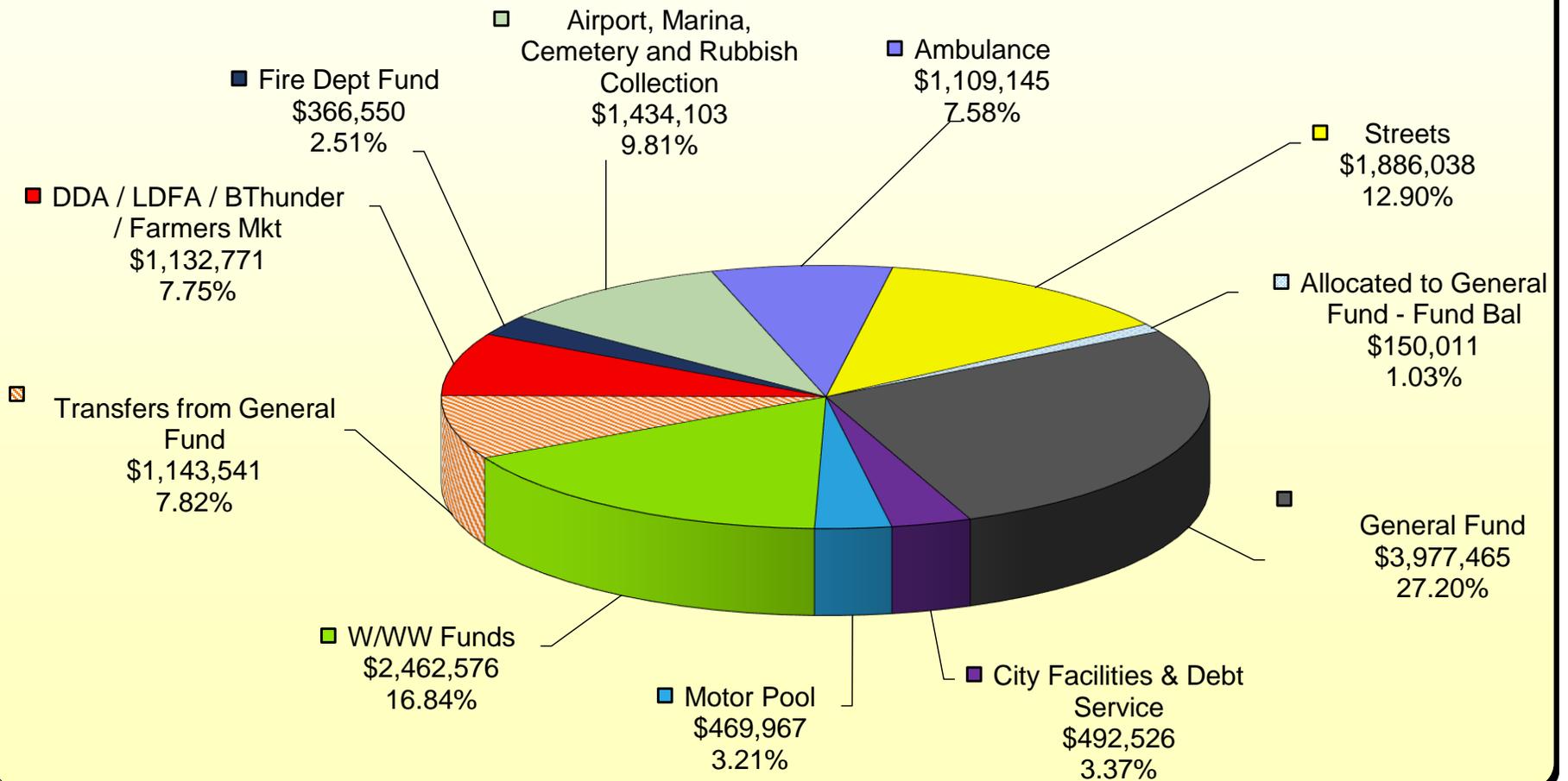
**GRAND TOTAL CITY REVENUES** **\$13,481,152**

# CITY OF BOYNE CITY

## FYE 2021 TOTAL EXPENDITURES

### Total \$14,624,693

(Inc. Inter-Fund Transfers)



## SUMMARY OF PROPOSED BUDGET

FY 2020 - 2021

### EXPENDITURES

#### GENERAL FUND

|                                   |             |
|-----------------------------------|-------------|
| General Government                | \$1,460,212 |
| Allocated To General Fund Balance | 150,011     |
| Police                            | 903,021     |
| Public Buildings                  | 272,433     |
| Parks and Recreation              | 1,341,799   |
| Transfers to Other Funds          | 1,143,541   |

***GENERAL FUND EXPENDITURES*** **5,271,017**

#### OTHER FUNDS

|                                   |           |
|-----------------------------------|-----------|
| Major Streets                     | \$812,392 |
| Local Streets                     | 1,073,646 |
| Fire Department Fund              | 366,550   |
| Rubbish Collection Fund           | 51,000    |
| Cemetery                          | 59,303    |
| Ambulance                         | 1,109,145 |
| DDA                               | 393,031   |
| Boyne Thunder                     | 368,800   |
| Farmers Market                    | 51,690    |
| LDFA                              | 319,250   |
| Marina/Launch Ramp                | 472,470   |
| Allocated to Marina Fund Balance  | 715,830   |
| Airport                           | 135,500   |
| City Facilities Debt Fund         | 452,526   |
| City Facilities Construction Fund | 40,000    |
| Wastewater/Water                  | 2,462,576 |
| Motor Pool                        | 469,967   |

***OTHER FUNDS TOTAL EXPENDITURES*** **9,353,676**

TOTAL EXPENDITURES - ALL FUNDS 14,624,693  
Less Inter-fund Transfers (1,143,541)

**GRAND TOTAL CITY EXPENDITURES** **\$13,481,152**

# GENERAL FUND

Fund Code: 101

Revenues

| Code         | Account Title                         | Prior year<br>FYE 2019 | Current Year FYE 2020              |                  | Proposed<br>FYE 2021 |
|--------------|---------------------------------------|------------------------|------------------------------------|------------------|----------------------|
|              |                                       |                        | Budgeted                           | Projected        |                      |
| <b>031</b>   | <b>PROPERTY TAX REVENUES</b>          |                        | <b>See page 1 on 12 Yr History</b> |                  |                      |
| 400          | Allocated from Fund Balance           | 0                      | 199,651                            | 909,963          | 0                    |
| 402          | Property Tax Collections              | 2,626,352              | 2,756,675                          | 2,728,768        | 2,819,859            |
| 403          | Delinquent Personal                   | 8,056                  | 2,500                              | 8,000            | 5,000                |
| 404          | Misc. Taxes/P.I.L.O.T                 | 45,826                 | 6,163                              | 4,884            | 5,000                |
| 408          | Property Liens                        | 17,903                 | 0                                  | 0                | 0                    |
| 428          | W. Michigan Water Special Assessment  | 0                      | 22,973                             | 53,041           | 21,200               |
| 445          | Property Tax Penalty/Interest         | 15,366                 | 14,000                             | 19,250           | 18,000               |
| 447          | Property Tax Admin Fees               | 94,500                 | 94,000                             | 91,250           | 93,000               |
| <b>TOTAL</b> |                                       | <b>2,808,003</b>       | <b>3,095,962</b>                   | <b>3,815,156</b> | <b>2,962,059</b>     |
| <b>032</b>   | <b>STATE SHARED REVENUES</b>          |                        | <b>See page 2 on 12 Yr History</b> |                  |                      |
| 452          | Liquor Licenses                       | 7,891                  | 7,880                              | 7,071            | 7,800                |
| 574          | Revenue Sharing                       | 332,724                | 325,663                            | 328,078          | 342,175              |
| 574.100      | Economic Vitality Incentive Program   | 47,428                 | 56,309                             | 60,692           | 62,209               |
| 574.200      | Local Community Stabilization Sharing | 128,082                | 117,000                            | 293,336          | 117,000              |
| 578          | Police Training Funds                 | 1,236                  | 1,300                              | 1,180            | 1,200                |
| 579          | Grants – State/Federal                | 2,248,403              | 1,885,340                          | 154,000          | 1,028,395            |
| <b>TOTAL</b> |                                       | <b>2,765,764</b>       | <b>2,393,492</b>                   | <b>844,357</b>   | <b>1,558,779</b>     |
| 604          | Fire Department                       | 5,000                  | 5,000                              | 5,000            | 5,000                |
|              |                                       | 30,000                 | 30,000                             | 30,000           | 30,000               |

| Code         | Account Title                  | Prior year<br>FYE 2019             | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|--------------------------------|------------------------------------|-----------------------|----------------|----------------------|
|              |                                |                                    | Budgeted              | Projected      |                      |
| 605          | LDFA                           |                                    |                       |                |                      |
| 606          | DDA                            | 7,500                              | 7,500                 | 7,500          | 7,500                |
| 607          | Motor Pool                     | 5,500                              | 5,500                 | 5,500          | 5,500                |
| 608          | Water/Wastewater Fund          | 60,000                             | 60,000                | 60,000         | 60,000               |
| 609          | Major Street Fund              | 17,000                             | 17,000                | 17,000         | 17,000               |
| 610          | Local Street Fund              | 14,500                             | 14,500                | 14,500         | 14,500               |
| <b>TOTAL</b> |                                | <b>139,500</b>                     | <b>139,500</b>        | <b>139,500</b> | <b>139,500</b>       |
| <b>034</b>   | <b>CHARGES FOR SERVICES</b>    | <b>See page 4 on 12 Yr History</b> |                       |                |                      |
| 606          | DDA Maintenance Fee            | 75,000                             | 75,000                | 75,000         | 75,000               |
| 624          | Ice Rink Concession            | 0                                  | 100                   | 100            | 100                  |
| 640          | Cable Franchise Fees           | 76,106                             | 70,000                | 68,900         | 65,000               |
| 642          | Charges for Permits & Fees     | 8,606                              | 7,000                 | 8,800          | 7,000                |
| 660          | Police Fines & Ord. Fines      | 5,584                              | 4,000                 | 4,800          | 4,000                |
| 660.2        | Sex Offender Registration fees | 450                                | 300                   | 100            | 300                  |
| 660.3        | Police Dept Survey Fees        | 1,500                              | 1,200                 | 1,400          | 1,200                |
| 696          | Sidewalk Reimbursements        | 10                                 | 0                     | 0              | 0                    |
| <b>TOTAL</b> |                                | <b>167,256</b>                     | <b>157,600</b>        | <b>159,100</b> | <b>152,600</b>       |
| <b>035</b>   | <b>INTEREST &amp; RENTALS</b>  | <b>See page 5 on 12 Yr History</b> |                       |                |                      |
| 664          | Interest Earnings              | 5,732                              | 2,000                 | 0              | 0                    |
| 665          | Rent - Facility Rooms          | 0                                  | 2,000                 | 2,000          | 2,000                |
| 667          | Rent City Hall                 | 15,087                             | 14,400                | 17,751         | 18,000               |
| 668          | Rent - Fire Dept               | 30,000                             | 30,000                | 30,000         | 30,000               |
| 669          | Rent - EMS                     | 31,200                             | 31,200                | 31,200         | 31,200               |
| 670          | Rent - Parks                   | 2,925                              | 2,500                 | 2,500          | 3,500                |
|              |                                | <b>89,944</b>                      | <b>82,100</b>         | <b>83,451</b>  | <b>84,700</b>        |

| Code   | Account Title                       | Prior year<br>FYE 2019 | Current Year FYE 2020              |                  | Proposed<br>FYE 2021 |
|--|-------------------------------------|------------------------|------------------------------------|------------------|----------------------|
|  |                                     |                        | Budgeted                           | Projected        |                      |
| <b>TOTAL</b>                                 |                                     |                        |                                    |                  |                      |
| <b>036</b>                                   | <b>OTHER REVENUES</b>               |                        | <b>See page 6 on 12 Yr History</b> |                  |                      |
| 585  | Local Trail<br>Grants/Contributions | 42,500                 | 127,500                            | 157,214          | 248,775              |
| 586  | Grants – Local                      | 50,000                 | 54,283                             | 55,265           | 45,000               |
| 587  | Museum Contributions                | 628                    | 0                                  | 40               | 0                    |
| 672  | Police Bike Donations               | 177                    | 100                                | 100              | 0                    |
| 672.150                                      | Police Dept Genl Contr              | 7,050                  | 0                                  | 0                | 0                    |
| 673  | Land & Equipment Sales              | 1,156                  | 1,000                              | 0                | 0                    |
| 675  | Contributions – General             | 21,014                 | 0                                  | 461              | 1,000                |
| 675.100                                      | Pavilion Donations                  | 610                    | 0                                  | 30,000           | 0                    |
| 678  | Planning/Township<br>Reimbursements | 55,780                 | 74,373                             | 74,373           | 76,604               |
| 690  | Miscellaneous Income                | 5,005                  | 1,000                              | 4,255            | 2,000                |
| <b>TOTAL</b>                                 |                                     | <b>183,920</b>         | <b>258,256</b>                     | <b>321,708</b>   | <b>373,379</b>       |
| <b>GRAND TOTAL, GENERAL FUND<br/>REVENUE</b> |                                     | <b>6,149,387</b>       | <b>6,126,910</b>                   | <b>5,363,272</b> | <b>5,271,017</b>     |

# GENERAL FUND REVENUES COMMENTARY

## A. LINE-ITEM CLARIFICATION

### 101-031 - GENERAL PROPERTY TAXES

*Property Taxes* ..... **\$2,819,859**

The City's estimated taxable value (including Industrial Facilities Tax Exemption Certificates) collected in 2020 is \$201,152,820. At a proposed operating millage rate of 15.51 mills, the projected revenue from property taxes is. This amount reflects the deductions for the DDA, Brownfield and LDFA tax captures. The taxable value will not be finalized until after the board of review meetings in March, and, if needed, tribunal cases.

*Delinquent Personal Property Taxes* ..... **\$5,000**

According to state law, although delinquent real property taxes are turned over to the County for collection on March 1 each year, delinquent personal property tax collection stays with the City.

*Property Tax Penalties* ..... **\$18,000**

Penalties for late payment of taxes are authorized and the rate set by state statutes. The amount budgeted is based upon prior experience.

*Property Tax Administration Fee*..... **\$93,000**

Section 211.44 of the General Property Tax Law, as amended, states that the local property tax collection unit shall add 1% for a property tax administration fee. This fee is defined as a fee to offset the costs incurred by a collection unit in assessing property values, collecting the property tax levies, and in the review and appeal process.

The expenses incurred by the City include: mailing tax notices and receipts, board of review, assessing, auditing, accounting, tax distribution and settlement, as well as staff time devoted to collection and receipting.

### 101-032 - STATE-SHARED REVENUES

*452- Liquor Licenses* ..... **\$ 7,800**

The State Liquor Control Commission reimburses municipalities 55% of the amount of every alcoholic beverage retailer's license fee collected in our municipality. This collection is used for enforcing provisions of the Liquor Control Act and the rules and regulations of the Michigan Liquor Control Commission.

*574 -Revenue Sharing*..... **\$**

Data and figures for computing Sales Tax, both statutory and constitutional, are normally provided by the Michigan Department of Commerce. Sales tax payments are scheduled to be made every other month based upon a population/distribution rate fixed by the state.

**574.100 -EVIP..... \$404,384**

Recent changes in revenue sharing structuring include three separate components (Accountability and Transparency, Consolidation of Services, and Employee Compensation) for Economic Vitality Incentive Program funds, each worth approximately \$10,368 each. Each eligible city, village, or township must fulfill the requirements, submit the certification form and required attachments for each category to qualify for payment

**579 -Grants- State/Federal..... \$1,028,395**

**101-033 - ADMINISTRATIVE SERVICE FEES**

**Administrative Service Fees ..... \$139,500**

The Administrative Service Fee is a charge to other funds (as distinct from departments) for services performed by the general fund (general services), including payroll, accounts payable, insurance, billings, purchasing, etc.

**101-034 - CHARGES FOR MUNICIPAL SERVICES**

**Charges for Permits and Fees ..... \$7,000**

Constitutes revenue generated from user fees such as zoning permits, sign permits, fees for zoning board of appeals, planning board, ordinance amendments, lot splits, etc.

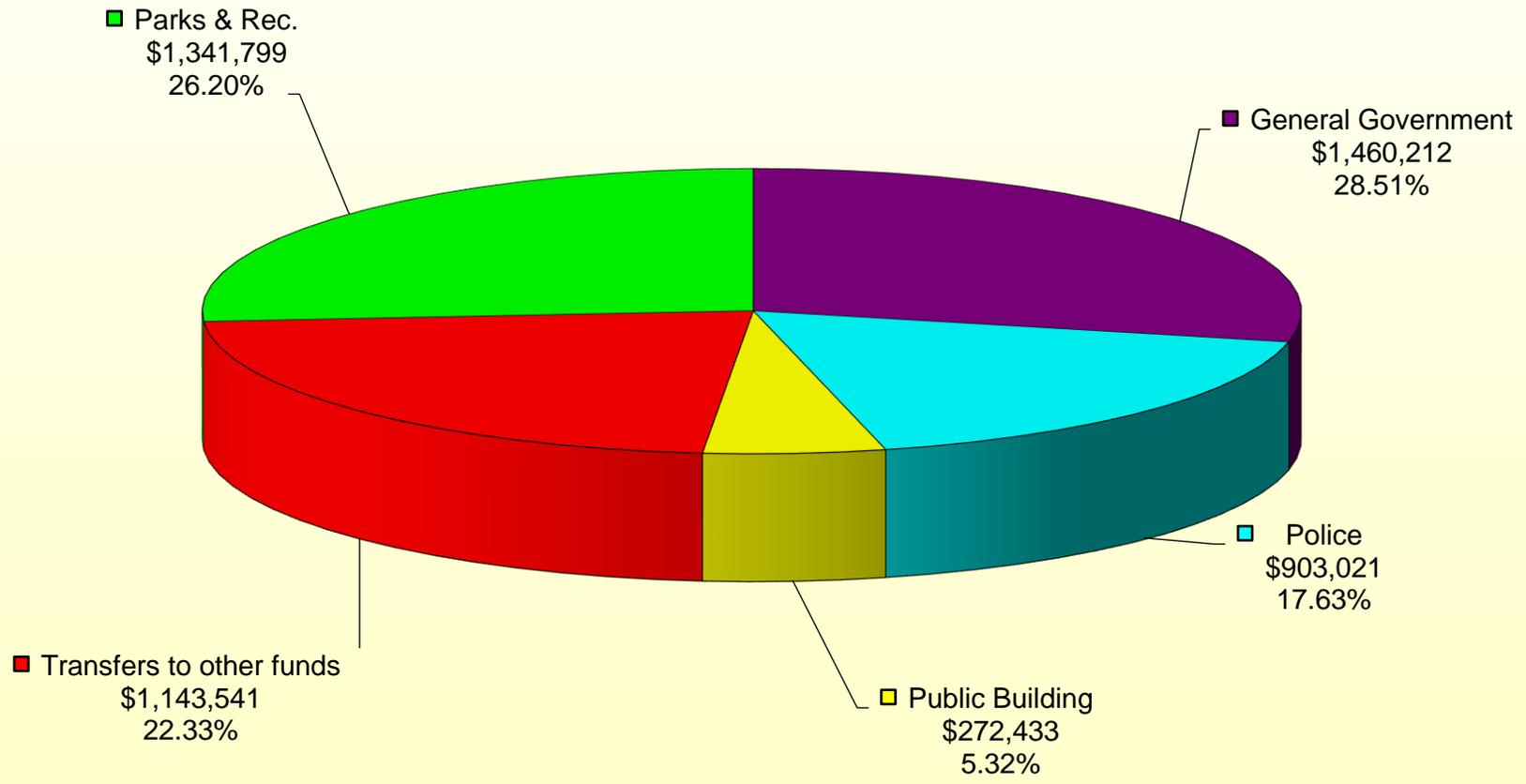
**Police Fines & Ordinance Fees..... \$4,000**

Account reflects police fines and court-ordered fees for violations of local ordinances, including civil infraction violations. Fines for violating state laws have no monetary affect on the apprehending municipality.

**01-035 INTEREST AND RENTALS**

**Interest, City Hall and City Property Rentals..... \$84,700**

# GENERAL FUND FYE 2021 EXPENDITURES Total \$5,121,006



# GENERAL GOVERNMENT

General Fund - Fund Code: 101

Expenditures

See page 7 on 12 Yr History

| Code                               | Account Title                     | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE 2021 |
|------------------------------------|-----------------------------------|------------------------|-----------------------|---------------|----------------------|
|                                    |                                   |                        | Budgeted              | Projected     |                      |
| <b>101-101</b>                     | <b>LEGISLATIVE</b>                |                        |                       |               |                      |
| 703                                | Compensation:<br>Mayor/Commission | 17,813                 | 15,250                | 15,250        | 15,250               |
| 714                                | Social Security                   | 1,363                  | 1,163                 | 1,167         | 1,167                |
| 732                                | Membership/MML/Dues               | 4,463                  | 3,000                 | 3,000         | 3,000                |
| 870                                | Training/Travel/Meetings          | 4,676                  | 4,500                 | 4,500         | 4,500                |
| <b>TOTAL</b>                       |                                   | <b>28,315</b>          | <b>23,913</b>         | <b>23,917</b> | <b>23,917</b>        |
| <b>101-151</b>                     | <b>PLANNING</b>                   |                        |                       |               |                      |
| <b>See page 8 on 12 Yr History</b> |                                   |                        |                       |               |                      |
| 705                                | Salaries                          | 107,702                | 110,328               | 111,825       | 113,368              |
| 712                                | Insurance: Life/AD&D              | 549                    | 200                   | 500           | 200                  |
| 713                                | Insurance Medical                 | 32,064                 | 28,206                | 25,087        | 24,519               |
| 714                                | Social Security                   | 9,263                  | 9,205                 | 9,205         | 9,438                |
| 715                                | Pension                           | 37,466                 | 37,380                | 37,380        | 43,260               |
| 716                                | Unemployment                      | 11                     | 25                    | 20            | 20                   |
| 719                                | Sick/Vacation                     | 9,929                  | 10,000                | 8,500         | 10,000               |
| 727                                | Supplies                          | 889                    | 2,000                 | 1,500         | 1,500                |
| 732                                | Membership Dues                   | 1,156                  | 2,500                 | 1,500         | 1,500                |
| 735                                | Mileage Reimbursement             | 0                      | 500                   | 500           | 500                  |
| 740                                | Telephone/Utilities               | 1,141                  | 1,200                 | 1,200         | 1,200                |
| 818                                | Professional/Contracted Services  | 300                    | 2,000                 | 2,000         | 2,000                |
| 870                                | Training                          | 646                    | 2,000                 | 1,525         | 2,000                |
| 911                                | Workers Compensation              | 1,478                  | 1,200                 | 1,394         | 1,500                |

| Code                            | Account Title                   | Prior year<br>FYE 2019 | Current Year FYE 2020              |                | Proposed<br>FYE 2021 |
|---------------------------------|---------------------------------|------------------------|------------------------------------|----------------|----------------------|
|                                 |                                 |                        | Budgeted                           | Projected      |                      |
| 970                             | Capital Outlay                  | 737                    | 500                                | 500            | 500                  |
| <b>TOTAL</b>                    |                                 | <b>203,331</b>         | <b>207,244</b>                     | <b>202,636</b> | <b>211,505</b>       |
| <b>101-173 GENERAL SERVICES</b> |                                 |                        |                                    |                |                      |
|                                 |                                 |                        | <b>See page 9 on 12 Yr History</b> |                |                      |
| 705                             | Salaries/Wages                  | 321,765                | 346,399                            | 333,749        | 355,700              |
| 709                             | Overtime                        | 2,072                  | 3,300                              | 3,000          | 3,300                |
| 712                             | Insurance: Life/AD&D            | 1,536                  | 1,900                              | 1,900          | 1,900                |
| 713                             | Insurance: Medical              | 97,505                 | 92,500                             | 83,550         | 65,112               |
| 714                             | Social Security                 | 29,679                 | 32,000                             | 29,564         | 30,443               |
| 715                             | Pension                         | 174,665                | 185,000                            | 185,000        | 194,711              |
| 716                             | Unemployment Compensation       | 32                     | 38                                 | 40             | 40                   |
| 719                             | Vacation/Sick Time              | 29,389                 | 41,600                             | 49,720         | 38,950               |
| 727                             | Office Supplies                 | 10,153                 | 10,000                             | 9,000          | 10,000               |
| 730                             | Repairs/Maintenance             | 14,160                 | 10,000                             | 8,000          | 10,000               |
| 731                             | Postage                         | 5,304                  | 6,000                              | 5,500          | 6,000                |
| 732                             | Membership/Dues                 | 1,683                  | 2,000                              | 2,000          | 2,000                |
| 740                             | Telephone/Utilities             | 8,228                  | 8,600                              | 12,100         | 12,000               |
| 860                             | City Vehicle Expense            | 0                      | 200                                | 350            | 200                  |
| 861                             | Vehicle Expenses                | 5,199                  | 4,800                              | 4,800          | 4,800                |
| 870                             | Education/Travel                | 4,282                  | 4,000                              | 4,000          | 4,500                |
| 900                             | Advertise/Publishing Ordinances | 6,168                  | 6,500                              | 10,000         | 10,000               |
| 910                             | Insurance: Liability & Property | 20,403                 | 22,900                             | 22,900         | 23,600               |
| 911                             | Insurance: Workers Compensation | 3,251                  | 3,250                              | 3,066          | 3,200                |

| Code           | Account Title  | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|----------------|--|------------------------|-----------------------|----------------|----------------------|
|                |  |                        | Budgeted              | Projected      |                      |
| 970            | Capital Outlay/Equipment   | (85)                   | 5,000                 | 0              | 0                    |
| <b>TOTAL</b>   |  | <b>735,389</b>         | <b>785,987</b>        | <b>768,239</b> | <b>776,456</b>       |
| <b>101-191</b> | <b>ELECTIONS</b> See page 10 on 12 Yr History                    |                        |                       |                |                      |
| 705            | Election Workers Wages   | 2,676                  | 900                   | 1,250          | 3,000                |
| 728            | Election Costs   | 882                    | 1,800                 | 3,700          | 1,000                |
| <b>TOTAL</b>   |  | <b>3,558</b>           | <b>2,700</b>          | <b>4,950</b>   | <b>4,000</b>         |
| <b>101-208</b> | <b>ACCOUNTING/AUDIT</b> See page 11 on 12 Yr History             |                        |                       |                |                      |
| 808            | Accounting/Audit   | 14,170                 | 14,000                | 14,260         | 14,500               |
| <b>TOTAL</b>   |  | <b>14,170</b>          | <b>14,000</b>         | <b>14,260</b>  | <b>14,500</b>        |
| <b>101-209</b> | <b>ASSESSMENT/TAXES</b> See page 12 on 12 Yr History             |                        |                       |                |                      |
| 731            | Tax Postage  | 1,771                  | 1,900                 | 1,900          | 1,900                |
| 802            | Legal Fees   | 870                    | 0                     | 3,500          | 1,500                |
| 803            | Board of Review  | 492                    | 500                   | 500            | 500                  |
| 818            | Contracted Services  | 58,768                 | 63,000                | 62,000         | 63,000               |
| 900            | Tax Mailing/Billing Fee  | 2,996                  | 3,000                 | 3,000          | 3,000                |
| <b>TOTAL</b>   |  | <b>64,897</b>          | <b>68,400</b>         | <b>70,900</b>  | <b>69,900</b>        |
| <b>101-210</b> | <b>LEGAL</b> See page 13 on 12 Yr History                        |                        |                       |                |                      |
| 802            | Attorney Fees  | 21,518                 | 50,000                | 25,000         | 50,000               |
| <b>TOTAL</b>   |  | <b>21,518</b>          | <b>50,000</b>         | <b>25,000</b>  | <b>50,000</b>        |
| <b>101-248</b> | <b>GENERAL FUND, OTHER SERVICES</b> See page 14 on 12 Yr History |                        |                       |                |                      |
| 810            | Street Lighting  | 44,535                 | 53,000                | 45,000         | 50,000               |
| 812            | Leaf Pick-up   | 70,308                 | 40,000                | 38,000         | 40,000               |

| Code           | Account Title                | Prior year<br>FYE 2019              | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|----------------|------------------------------|-------------------------------------|-----------------------|----------------|----------------------|
|                |                              |                                     | Budgeted              | Projected      |                      |
| 818            | Professional Services        | 569                                 | 15,000                | 15,000         | 23,000               |
| 880            | Community Promotion          | 9,855                               | 37,500                | 4,000          | 40,000               |
| 882            | Zoning Enforcement Expenses  | 0                                   | 15,000                | 10,000         | 10,000               |
| 971            | Land Acquisition             | 3,290,930                           | 0                     | 156,172        | 3,000                |
| <b>TOTAL</b>   |                              | <b>3,416,197</b>                    | <b>160,500</b>        | <b>268,172</b> | <b>166,000</b>       |
| <b>101-706</b> | <b>ENVIRONMENTAL</b>         | <b>See page 19 on 12 Yr History</b> |                       |                |                      |
| 808            | 427 Boyne Avenue             | 0                                   | 106,000               | 150,000        | 80,000               |
| 809            | Lab Testing – Landfill       | 6,564                               | 2,000                 | 2,000          | 2,000                |
| <b>TOTAL</b>   |                              | <b>6,564</b>                        | <b>108,000</b>        | <b>152,000</b> | <b>82,000</b>        |
| <b>101-804</b> | <b>MUSEUM History</b>        | <b>See page 23 on 12 Yr</b>         |                       |                |                      |
| 727            | Supplies                     | 0                                   | 1,000                 | 1,000          | 1,000                |
| 900            | Museum Printing & Publishing | 0                                   | 1,000                 | 1,000          | 1,000                |
| 970            | Museum – Capital Outlay      | 10,317                              | 3,000                 | 3,000          | 3,000                |
| <b>TOTAL</b>   |                              | <b>10,317</b>                       | <b>5,000</b>          | <b>5,000</b>   | <b>5,000</b>         |
| <b>101-809</b> | <b>SIDEWALK CONSTRUCTION</b> | <b>See page 24 on 12 Yr History</b> |                       |                |                      |
| 705            | Sidewalk Salary & Wages      | 0                                   | 1,700                 | 1,700          | 2,925                |
| 727            | Supplies                     | 2,349                               | 2,000                 | 4,000          | 2,419                |
| 818            | Contracted Services          | 5,110                               | 7,000                 | 1,300          | 7,400                |
| <b>TOTAL</b>   |                              | <b>7,459</b>                        | <b>10,700</b>         | <b>7,000</b>   | <b>12,744</b>        |
| <b>101-899</b> | <b>CONTINGENCY</b>           | <b>See page 25 on 12 Yr History</b> |                       |                |                      |
| 714            | Retiree Stipend FICA         | 642                                 | 465                   | 638            | 690                  |
| 801            | Tax Tribunal Refund          | 1,735                               | 7,900                 | 2,500          | 2,500                |
| 899            | 425 Township Reimbursement   | 6,589                               | 7,900                 | 6,000          | 9,000                |
| 984            | Post-Retirement Health Ins.  | 22,822                              | 21,024                | 22,000         | 23,000               |

| Code         | Account Title    | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE 2021 |
|--------------|------------------|------------------------|-----------------------|---------------|----------------------|
|              |                  |                        | Budgeted              | Projected     |                      |
| 986          | Retirees Stipend | 8,028                  | 8,403                 | 8,620         | 9,000                |
| <b>TOTAL</b> |                  | <b>39,816</b>          | <b>45,692</b>         | <b>39,758</b> | <b>44,190</b>        |

| 101-965                                      | TRANSFERS OUT              | See page 26 on 12 Yr History |                  |                  |                  |
|--|----------------------------|------------------------------|------------------|------------------|------------------|
| 987  | Transfer to Cemetery Fund  | 33,445                       | 40,050           | 40,050           | 34,303           |
| 991  | Transfer to Ambulance Fund | 92,422                       | 87,956           | 95,000           | 115,000          |
| 994  | Transfer to Fire Dept Fund | 0                            | 63,000           | 63,000           | 63,000           |
| 997  | Transfer to Rubbish Fund   | 62,165                       | 65,000           | 62,860           | 51,000           |
| 998  | Transfer to Major Street   | 0                            | 156,457          | 0                | 116,392          |
| 999  | Transfer to Local Street   | 189,153                      | 839,922          | 1,179,921        | 763,846          |
| <b>TOTAL</b>                                 |                            | <b>377,185</b>               | <b>1,095,928</b> | <b>1,440,831</b> | <b>1,143,541</b> |
| <b>GRAND TOTAL GENERAL FUND EXPENDITURES</b> |                            | <b>6,345,469</b>             | <b>6,126,910</b> | <b>5,363,272</b> | <b>5,121,006</b> |

**GENERAL FUND  
SUMMARY**

| Summary                            | Prior<br>FYE 2019 | Current<br>FYE 2020 | Proposed<br>FYE 2021 |
|------------------------------------|-------------------|---------------------|----------------------|
| Fund Balance, Beginning of Year    | 2,293,457         | 2,117,817           | 1,207,854            |
| Revenues Over (under) expenditures | (175,640)         | (909,963)           | 150,011              |
| Fund Balance, End of Year          | 2,117,817         | 1,207,854           | 1,357,865            |

# GENERAL GOVERNMENT

101

## A. MISSION STATEMENTS

***THE PEOPLE OF BOYNE CITY ARE THE REASON WE ARE HERE;  
WE ARE THEREFORE COMMITTED TO WORKING WITH THE  
COMMUNITY TO PROVIDE ETHICAL AND RESPONSIBLE LOCAL  
GOVERNMENT SO EVERYONE CAN ENJOY THE BENEFITS OF  
LIVING AND WORKING IN BOYNE CITY.***

### **GENERAL SERVICES**

*To utilize tax dollars in the most efficient, responsive manner, and, in cooperation with the community at large, provide services directed to enhance the quality of life for the residents of and visitors to our community.*

### **CITY CLERK**

*To record the legal and historical documents of the City, as required, for future generations.*

### **CITY TREASURER**

*To provide accurate and up to date accounting records that is in compliance with state and federal regulations, to invest funds in safe investments to realize maximum interest within the laws that govern the investment of public funds, to collect funds owed to the City with efficiency, and to pay vendors on a timely basis.*

### **BOYNE CITY HOUSING COMMISSION**

*To provide and improve housing and economic opportunities for low and moderate income families, and to develop and promulgate programs which address these goals.*

**BOYNE CITY PLANNING DEPARTMENT**  
**Mission Statement**

*To provide professional advice and technical expertise to elected officials, appointed boards and commissions, city departments and citizens, to assist in understanding and addressing key community development issues and priorities.*

*To focus on a long term commitment to environmental integrity, economic vitality, social well being and development design quality through the highest quality master plans, plan implementation and development review.*

*To Encourage:*

- *planning principals that promote rational, economical and environmentally efficient use of land, to allow Boyne City to grow in a manner consistent with the goals of the community;*
- *protection of the natural environment and the Boyne City's critical and unique natural resources;*
- *the utmost quality development and uses of the land through the application of conscientious regulations;*
- *identification and protection of land to maintain open space and the natural beauty of the Boyne City's hillsides, trails, wetlands, woodlands and scenic vistas;*
- *both economic growth and the enhancement of Boyne City's quality of life;*
- *safe, efficient and varied modes of transportation; and*
- *promotion of suitable high quality housing for all of Boyne City's residents.*

*To reflect the highest ethical and professional standards, and with enduring respect for our customers and the public trust*

**B. PERSONNEL**

**COMMISSION**

|                     |               |
|---------------------|---------------|
| Tom Neidhamer ..... | Mayor         |
| Dean Solomon.....   | Commissioner  |
| Hugh Conklin... ..  | Commissioner  |
| Ron Grunch .....    | Mayor Pro-Tem |
| Sally Page.....     | Commissioner  |

**CITY ATTORNEY**

|                             |               |
|-----------------------------|---------------|
| James J. Murray.....        | City Attorney |
| Plunkett & Cooney Attorneys |               |

**ADMINISTRATION**

|                        |   |
|------------------------|---|
| Michael Cain .....     | City Manager                                    |
| Cynthia M. Grice ..... | City Clerk/Treasurer                            |
| Scott McPherson .....  | Planning Director                               |
| James Manko .....      | Deputy Treasurer                                |
| Barbara Brooks .....   | Executive Assistant/Harbormaster                |
| Patricia Haver .....   | Assistant to Planning Dept/Receptionist/Cashier |
| Jane Halstead.....     | Receptionist/Cashier                            |
| Patrick Kilkeny.....   | Assistant Planner/Zoning Administrator          |

**C. LINE-ITEM CLARIFICATION**

***101 - Legislative Personnel and Services .....\$ 23,917***

703 - Mayor and City Commission .....\$ 15,250

The local legislators are remunerated \$2,700 per year. The Mayor receives \$3,250 per year.

870 - Education/Travel/Meetings .... \$ 4,500

The MML offers Commissioners a winter legislative conference and summer training conference, as well as several other special training opportunities

***151 - Planning ..... \$ 211,505***

705 - Salaries . . . \$113,368

818 - Professional/Contracted Services ...\$ 2,000

**173- General Services ..... \$ 776,456**

727 - Office Supplies .....\$ 10,000

730 - Repairs/Maintenance .....\$ 10,000

Contracts, including maintenance, as well as unscheduled repairs for copy machine, postage meter, computers, etc.

731 - Postage ..... \$ 6,000

Postage for all General Fund departments from stamps.com scale located in the front office

- a. General Services .. \$ 2,400
- b. Police ..... 700
- c. City Clerk ..... 600
- d. Planning (public notices) .....1,000
- d. Cemetery ..... 400
- e. Fire ..... 300
- f. Ambulance ..... 400
- g. Marina ..... 200

732 - Professional Associations/Dues ..... \$ 2,000

As in several other accounts described above, this account is integrated for efficiency and covers several departments.

870 - Education/Schools/Travel ..... \$4,500

This line-item includes most General Fund departments in order to eliminate duplication in departmental line-items.

**209 - Assessment/Taxes .....\$ 69,900**

803 - Board of Review ..... \$ 500

802 - Tribunal Legal Fees ..... \$ 0

818 - Contracted Services ..... \$ 63,000

Three City citizens must sit on the Board of Review to receive citizens input on assessments of their properties as outlined in the City Charter. They set the City's state equalized valuation for the next tax year. The City Contracts with DC Assessing on a contractual basis.

**210 - Legal .....\$ 50,000**

Currently the City contracts with Jim Murray of Plunkett & Cooney on an hourly basis. These fees include legal counsel and court time, if necessary. Since the City police write violations under City

ordinances for some misdemeanor traffic violations as well as certain ordinance violations, the City continues to receive revenue from the district court. Civil infraction fees are also received.

**248 - Other Services ..... \$ 166,000**

**810 - Street Lighting .....\$ 50,000**

Although each, individual streetlight is relatively inexpensive, the total, annual cost of electricity for all streetlights is significant.

**818 - Professional Services .....\$23,000**

This line item covers necessary professional and consulting services, including engineering, planning, zoning, general environmental, and miscellaneous.

**880 - Community Promotion .....\$40,000**

This line item includes: Chamber of Commerce (\$3,000) Newsletter to be included with summer and winter tax mailings (\$3,000) and miscellaneous items (\$34,000)

**809 - Sidewalk Construction .....\$ 10,700**

These funds will be utilized for sidewalk repairs throughout the City.

**965 - Transfer to Other Funds..... \$1,143,541**

|                                 |                |
|---------------------------------|----------------|
| 986 - Future Debt Reduction     | .....\$0       |
| 987 - Transfer to Cemetery      | .....\$34,303  |
| 991 - Transfer to Ambulance     | .... \$115,000 |
| 993 - Transfer to Airport       | .....\$0.00    |
| 994 - Transfer to Fire          | .....\$63,000  |
| 997 - Transfer to Rubbish Fund  | .....\$51,000  |
| 998 - Transfer to Major Streets | .... \$116,392 |
| 999 - Transfer to Local Streets | .... \$763,846 |

Only a small portion of the street funds are financed through State of Michigan Motor Vehicle Highway Funds (MVHF). These funds are distributed by a formula based partly on the mileage of streets within each municipality. Since MVHF receipts do not generally cover expenses, a large portion is subsidized by the City's General Fund.

**PUBLIC BUILDINGS  
SAFETY & MAINTENANCE  
General Fund  
Fund Code: 101-265  
Expenditures**

See page 15 on 12 Yr History

| Code         | Account Title              | Prior Year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|----------------------------|------------------------|-----------------------|----------------|----------------------|
|              |                            |                        | Budgeted              | Projected      |                      |
| 705          | Salaries/wages             | 40,102                 | 31,000                | 31,000         | 35,524               |
| 709          | Overtime                   | 1,776                  | 1,500                 | 2,000          | 2,000                |
| 711          | Safety Equipment           | 3,980                  | 4,700                 | 4,700          | 4,840                |
| 712          | Insurance: Life\AD&D       | 320                    | 375                   | 375            | 375                  |
| 713          | Insurance: Medical         | 7,056                  | 4,915                 | 7,750          | 6,390                |
| 714          | Social Security            | 3,831                  | 2,761                 | 3,250          | 2,964                |
| 715          | Pension                    | 22,880                 | 25,388                | 24,000         | 23,691               |
| 716          | Unemployment Compensation  | 5                      | 4                     | 4              | 4                    |
| 719          | Vacation/Sick Expense      | 1,141                  | 2,000                 | 2,000          | 2,000                |
| 727          | Supplies                   | 22,480                 | 25,000                | 23,000         | 24,000               |
| 730          | Repair/Maintenance         | 31,019                 | 28,000                | 22,800         | 23,000               |
| 735          | Gas and Oil                | 0                      | 1,300                 | 1,300          | 1,300                |
| 740          | Utilities/Telephone        | 57,529                 | 45,000                | 46,000         | 46,830               |
| 818          | Contracted Services        | 54,126                 | 55,000                | 73,000         | 78,595               |
| 860          | Motor Pool                 | 134                    | 1,700                 | 3,200          | 3,220                |
| 870          | Training/Travel            | 250                    | 500                   | 0              | 500                  |
| 910          | Ins.\Liability & Equipment | 2,097                  | 3,100                 | 3,100          | 3,100                |
| 911          | Workers Compensation       | 4,137                  | 4,100                 | 4,100          | 4,100                |
| 940          | Building Rental            | 0                      | 0                     | 0              | 0                    |
| 975          | Major Equipment Purchases  | 3,253                  | 0                     | 1,000          | 10,000               |
| <b>TOTAL</b> |                            | <b>256,116</b>         | <b>236,343</b>        | <b>252,579</b> | <b>272,433</b>       |

**A. MISSION STATEMENT**

**SAFETY & MAINTENANCE**

The City of Boyne City has the responsibility to provide a safe work place for its employees and safe public facilities for its residents and visitors.

**PUBLIC BUILDINGS**

To maintain, preserve and utilize all the City of Boyne City's buildings in the most economical and prudent way for the good of the community.

**B. PERSONNEL**

|                  |                          |
|------------------|--------------------------|
| Tim Faas         | Director of Public Works |
| Michael Peterson | Maintenance/Construction |

**C. LINE ITEM CLARIFICATION**

**727 – Supplies ..... .\$ 25,000**

Includes light fixtures and bulbs, paper products, cleaning supplies, paint, electrical supplies, salt for walkways, garbage bags, etc. for all buildings other than parks. This line item also includes dumpster rental fees, machinery rental and repairs and cost of miscellaneous repairs of buildings.

**818 – Contracted Services ..... .\$ 78,595**

This line item includes the contract for facilities cleaning, HVAC maintenance and elevator maintenance services.

# POLICE DEPARTMENT

## General Fund – Fund Code 101-301

### Expenditures

See page 17 on 12 Yr History

| Code | Account Title                      | Prior year<br>FYE 2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|------|------------------------------------|------------------------|-----------------------|-----------|----------------------|
|      |                                    |                        | Budgeted              | Projected |                      |
| 705  | Salaries/Wages: Chief/Assist Chief | 120,860                | 128,764               | 107,518   | 123,133              |
| 706  | Wages: Support Specialist          | 37,078                 | 40,107                | 43,596    | 41,012               |
| 709  | Salaries/Wages: OT/Holidays        | 29,108                 | 27,500                | 38,987    | 33,935               |
| 710  | Salaries/Wages: Officers           | 227,336                | 259,820               | 268,493   | 280,980              |
| 712  | Insurance: Life/AD&D               | 1,881                  | 2,500                 | 2,000     | 1,900                |
| 713  | Insurance: Medical                 | 70,726                 | 89,942                | 75,528    | 75,000               |
| 714  | Social Security                    | 35,891                 | 35,000                | 36,165    | 37,000               |
| 715  | Pension                            | 44,210                 | 116,556               | 140,000   | 116,000              |
| 716  | Unemployment                       | 51                     | 2,000                 | 45        | 100                  |
| 719  | Vacation/Sick Expense              | 34,874                 | 44,542                | 61,038    | 37,611               |
| 727  | Supplies                           | 8,440                  | 8,000                 | 17,700    | 8,000                |
| 729  | Ammo & Shooting Supplies           | 1,768                  | 3,000                 | 3,000     | 2,000                |
| 730  | Sex Offender Registration Fees     | 150                    | 300                   | 300       | 300                  |
| 731  | Bike Patrol                        | 650                    | 1,000                 | 62        | 500                  |
| 735  | Gas & Oil                          | 9,491                  | 11,000                | 10,100    | 13,000               |
| 740  | Telephone/Utilities                | 3,689                  | 5,000                 | 4,314     | 5,000                |
| 745  | Cleaning/Food Allowance            | 4,140                  | 4,830                 | 4,830     | 5,000                |
| 754  | Uniforms                           | 5,438                  | 6,000                 | 6,000     | 5,000                |
| 818  | Police Contracted Services         | 3,547                  | 8,500                 | 25,200    | 23,000               |
| 850  | Radio Maintenance                  | 1,008                  | 2,000                 | 600       | 1,000                |
| 861  | Vehicle Expense                    | 5,150                  | 8,000                 | 6,000     | 7,000                |
| 870  | Training/Travel/Membership         | 9,918                  | 9,000                 | 8,000     | 8,000                |

|     |                                |                |                |                |                |
|-----|--------------------------------|----------------|----------------|----------------|----------------|
| 871 | State Training Fund            | 1,220          | 1,500          | 1,500          | 1,500          |
| 910 | Insurance: Liability/Equipment | 13,028         | 12,000         | 12,000         | 14,000         |
| 911 | Workers Comp                   | 7,684          | 6,500          | 7,800          | 7,500          |
| 970 | Capital Outlay                 | 11,239         | 5,000          | 0              | 63,050         |
|     | <b>Total</b>                   | <b>688,575</b> | <b>838,361</b> | <b>880,777</b> | <b>903,021</b> |

## Boyne City Police Department FYE-20 budget information

### Mission Statement:

*To safeguard the lives and property of the public we serve, to provide professional Police services in a courteous fair manner, enhance public safety and maintain public order.*

### Boyne City Police Department Core Values:

*Integrity is described as having “excellence of character.” It means keeping promises and fulfilling expectations. People of integrity reflect a set of core values that guide them in speech and action. Boyne City Police Department core values include:*

|                              |   |
|------------------------------|---|
| <b><u>HONESTY</u></b>        | <i>In addition to truthfulness, honesty also means being humble enough to admit being wrong or that one does not know something.</i>  |
| <b><u>FAIRNESS</u></b>       | <i>Remaining impartial, regardless of personal feelings. Actions must not be Influenced by prejudgment or perceived attitude.</i>   |
| <b><u>LOYALTY</u></b>        | <i>There must be trust in all primary relationships: officer-citizen, officer-officer, and officer-supervisor.</i>  |
| <b><u>OPENNESS</u></b>       | <i>The ability to communicate freely between all levels is critical. There can be no improvement when officers fear to ask questions or make suggestions.</i>                       |
| <b><u>RESPECT</u></b>        | <i>Founded in an inherent belief in human dignity and preservation of individual and constitutional rights.</i>   |
| <b><u>MOTIVATION</u></b>     | <i>The Department can provide incentives, but motivation comes from within each individual.</i>   |
| <b><u>COURAGE</u></b>        | <i>The mean between the extremes of cowardice and foolhardiness. In police work, the difference between the two is critical.</i>  |
| <b><u>JUDGEMENT</u></b>      | <i>Application of practical wisdom; the ability to unscramble conflict and take the appropriate action (or inaction).</i>   |
| <b><u>RESPONSIBILITY</u></b> | <i>Intending to do the right thing; knowing what the right thing is, and understanding the consequences. A person with integrity does not evade responsibility through excuses.</i> |

*We are a team of professionals recognizing the value of diversity and individual worth. We are well trained and equipped to accomplish our mission in a fair, efficient, effective and safe manner. We believe in the dignity of all people and respect individual and constitutional rights.*

**PERSONNEL:**

|                   |                           |
|-------------------|---------------------------|
| Kevin Spate       | Chief                     |
| Daniel Mercer     | Assistant Chief           |
| Kyle Smith        | Police Officer            |
| Christie Hoenicke | Police Officer            |
| Joel Novak        | Police Officer            |
| Mike Frazee       | Police Officer            |
| Logan Brewer      | Police Officer            |
| Syrina Dawson     | Police Support Specialist |

**PART TIME PERSONNEL:**

|                |                |
|----------------|----------------|
| John McLeod    | Police Officer |
| Don Sproul     | Police Officer |
| Craig Remsberg | Police Officer |

**STATISTICAL SUMMARY – BY CALENDAR YEARS:**

|                         | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|-------------------------|------|------|------|------|------|------|------|------|
| Complaints              | 4191 | 4367 | 4140 | 4160 | 4461 | 4939 | 5085 | 4370 |
| Written Reports         | 751  | 670  | 529  | 582  | 530  | 639  | 650  | 520  |
| Accidents Investigated  | 144  | 170  | 154  | 190  | 173  | 184  | 155  | 139  |
| Assists                 | 364  | 401  | 344  | 379  | 347  | 441  | 473  | 427  |
| Traffic Stops           | 735  | 781  | 644  | 416  | 607  | 779  | 717  | 575  |
| Citations Issued        | 326  | 261  | 211  | 175  | 144  | 201  | 199  | 142  |
| Parking Violations      | 58   | 51   | 36   | 53   | 42   | 64   | 52   | 65   |
| Arrests                 | 141  | 149  | 124  | 131  | 104  | 171  | 155  | 123  |
| OWI                     | 16   | 18   | 10   | 17   | 15   | 30   | 44   | 36   |
| Domestic/Civil Disputes | 135  | 111  | 107  | 132  | 109  | 143  | 123  | 88   |
| Alarms                  | 63   | 79   | 83   | 71   | 74   | 69   | 65   | 50   |
| P.B.T.'s                | 1623 | 2240 | 1933 | 1711 | 887  | 726  | 499  | 679  |

## ACCOMPLISHMENTS:

- Kevin Spate promoted to Chief
- Dan Mercer promoted to Assistant Chief
- Continued quarterly firearms training/qualifications
- Continued Department meetings with updates and current events
- Officer Hoenicke attended and graduated Command Level 1 supervisor training
- Implemented the Handle with Care program with BC Schools
- Assisted the Boyne City Public Schools with truancy and mediation
- Assisted BC Middle school with 6&7<sup>th</sup> grade afterhours fitness program
- Worked with the J.O.L.T. Team throughout the year investigating drug trafficking within the Boyne City area
- Participated in the High School's Job Shadowing program and career day
- Assistant Chief Mercer completed Leadership Charlevoix
- Continued Liquor Inspections
- Continue with random school visits and lunch with students
- Presented the D.A.R.E. programs to Middle School students
- Bike Patrol was continued
- TEAM classes continued in schools
- Taser training and recertification of officers
- Participated in Middle Schools Forensic Science Day
- Utilized Officer for other school programs and generally made available to school for additional programs
- Visited the majority of businesses in city
- Continued process of scanning all old case files to electronic versions
- Participated in the American Legion's Veteran's Appreciation Day
- Participated in walk to school programs with the students
- Continued Bike to School with the Police day and had over 100 participants
- Held tabletop security exercises with the BC School's administrative teams.
- Continued Bike Safety program for 4<sup>th</sup> graders, including a free helmet for each student
- Continued Police Department Core Values
- Continued Mental Wellness Program for PD staff
- Continued Cops and Coffee at the High School
- Hired Officers Mike Frazee and Logan Brewer
- Began utilizing MOBLAN system for submitting traffic crash reports electronically
- Continued Halloween Safety Program in the Elementary School
- Purchased and initiated the use of LIDAR
- Worked with school to develop School Crisis Response Plan
- Contracted Common Angle for monitoring and Intrusion detection of computer system
- Certified Asst. Chief Mercer as Alternate LEIN TAC and LASO
- Integrated DPW cameras and key card program into City Hall's
- Replaced handguns with new 9mm Glock gen5s

- Updating access to school security cameras in PD office (school's new camera system)

**ACCOMPLISHMENTS SCHEDULED FOR REMAINDER OF FYE 19:**

- Attend training seminars.
- Additional tabletop security and other incident exercises with school admin team
- CPR recertification
- Initiated review of policy manual for needed updates
- School security drills
- Active shooter training refresher for officers
- Continue to perform community policing.
- Certify Assistant chief and 1 officer in the Incident command System 300-400 & 700-800

**GOALS FOR FYE 20/21:**

- Continue all current programs and services at the same levels.
- In service and specialized training programs Evidence Tech Updates, 1<sup>st</sup> Aid / CPR, Interviewing & Interrogation, Patrol tactics, Officer Safety, Firearms Training, Legal Updates and electronics training.
- DARE program continued.
- Continue updated firearms training
- Continue department meetings with update, current events, and case reviews
- TASER update
- Instructor updates on pistol/AR's
- TEAM program continued
- Obtain speed measurement or display sign
- Continue review of policy manual for needed updates
- Continue contacts with businesses and service clubs
- Continue work with school administrators reference school safety issues
- Continue scanning old files into digitized format
- Continue Bike safety program for all 4<sup>th</sup> graders
- Bike to school with the Police day
- Complete the transition to computerized reporting of traffic crashes
- Certify 5<sup>th</sup> officer for bike patrol
- Continue additional less lethal option-bean bag
- Implement City Hall Emergency Action Plan
- Continue POD drug collection
- Purchase new patrol SUV
- Contract with a Policy Management Service
- Replace computers in the squad room and Support Specialist computer

- Explore full IT support for PD
- Replace the computer running the camera system for City Hall & DPW
- Continue to use DARE Officer for other programs including, SAFE Committee and other new school programs.
- Start Social media for the PD

**LINE ITEM CLARIFICATION:**

**727-Supplies**

Digital supplies, evidence collection materials, parking citations, statement forms, batteries, stationary and office supplies including typewriter and computer supplies, property forms, Breathalyzer tubes, PBT supplies, legal update publications, police equipment, and other items as the need arises.

**729-Ammo-Shooting Supplies/Equipment**

Used to cover costs for qualification shoots each year for firearms training as recommended by the City's insurance carrier and M.C.O.L.E.S., and monthly firearms exercises. Taser cartridges for training.

**818- Police Contracted Services**

Used for Psychological testing of new hires and for other services as needed, as well as for officer mental health wellness program and policy management service.

**730-Sex Offender Registration Fees**

Fees charged by the State of Michigan for registering Sex Offenders. The State of Michigan mandates that we charge \$50 per offender to register annually, then bills us for \$30 and we keep \$20.

**754-Uniforms**

Routine wear replacement of uniforms, leather and hardware for police officers and police support specialist. Outfitting of new officers. Rain gear and ballistic vests, and boots are also included.

**870-Training/Travel**

Cost of training, special schools and seminars. Prisoner transports both in and out of state if necessary. This is above the training covered by the "302" funding.

**871-State Training Fund**

Special funding from the State of Michigan for In-Service training of police officers only. Training under this fund must be approved by "M.C.O.L.E.S." (Michigan Commission on Law Enforcement Standards). Must have a line item budgeted to receive reimbursement from state.

**970-Capital Outlay**

Radio and computer equipment, video equipment, and video redaction software.

# PARKS AND RECREATION

General Fund

Fund Code: 101-751

Expenditures

See page 21 on 12 Yr History

| Code | Account Title                      | Prior yr<br>FYE 2019 | Current Year FYE<br>2020 |           | Proposed<br>FYE 2021 |
|------|------------------------------------|----------------------|--------------------------|-----------|----------------------|
|      |                                    |                      | Budgeted                 | Projected |                      |
| 702  | Salaries/Wages: Part Time Ice Rink | 9,681                | 8,000                    | 8,000     | 8,400                |
| 705  | Salaries/Wages: General Parks      | 77,325               | 82,200                   | 104,000   | 95,770               |
| 709  | Overtime                           | 3,107                | 3,500                    | 6,600     | 5,000                |
| 711  | Safety Equipment                   | 100                  | 0                        | 50        | 0                    |
| 713  | Insurance: Medical                 | 1,410                | 16,953                   | 16,953    | 16,953               |
| 714  | Social Security                    | 6,672                | 8,019                    | 8,019     | 7,065                |
| 715  | Pension                            | 5,252                | 6,410                    | 7,600     | 7,620                |
| 716  | Unemployment Compensation          | 2                    | 10                       | 10        | 10                   |
| 719  | Vacation/Sick Time                 | 0                    | 4,000                    | 4,000     | 4,000                |
| 727  | Supplies                           | 35,098               | 45,000                   | 35,000    | 26,548               |
| 730  | Maintenance                        | 25,321               | 33,000                   | 23,000    | 25,249               |
| 738  | Civic Projects                     | 4,000                | 4,000                    | 4,000     | 4,000                |
| 740  | Utilities/Telephone                | 23,086               | 27,000                   | 27,000    | 37,000               |
| 808  | Professional Services              | 41,532               | 141,000                  | 100,000   | 85,000               |
| 818  | Contracted Services                | 26,084               | 26,000                   | 56,000    | 61,668               |
| 860  | Motor Pool                         | 61,596               | 74,000                   | 74,000    | 74,000               |
| 870  | Training / Travel                  | 475                  | 2,000                    | 1,200     | 2,000                |
| 910  | Ins: Liability/Equipment           | 1,398                | 2,100                    | 2,100     | 2,100                |
| 911  | Workers Compensation               | 1,182                | 1,200                    | 1,200     | 1,200                |
| 970  | Capital Outlay/Equipment           | 145,131              | 569,000                  | 641,000   | 304,163              |
| 971  | BC to BVT Trail Const              | 0                    | 902,000                  | 25,345    | 287,070              |

|     |                              |                |                  |                  |                  |
|-----|------------------------------|----------------|------------------|------------------|------------------|
| 972 | BVT to BF Trail Construction | 0              | 518,750          | 61,176           | 286,983          |
|     | <b>TOTAL</b>                 | <b>468,452</b> | <b>2,474,142</b> | <b>1,206,253</b> | <b>1,341,799</b> |

**A. MISSION STATEMENT**

*To provide a safe, pleasing and useable open space in an economically feasible manner for the outdoor recreational pursuits of our residents and visitors.*

**B. PERSONNEL**

Tim Faas ..... Director of Public Works  
 James Farley ..... Parks Foreman  
 (also a Heavy Equipment Operator in Street Department)  
 Travis Lapeer ..... Light Equipment Operator

We also hire two seasonal staff to assist with maintenance tasks in the parks during the summer months plus two seasonal staff to oversee the warming hut at Avalanche in the winter.

**C. LINE-ITEM CLARIFICATION**

**702 & 705 - Salaries/Parks General Wages..... \$ 104,170**  
**727 - Supplies..... \$ 26,548**

This item covers materials related to all of the parks, including paper products, garbage bags, hand tools, etc. The cost of fertilizer spray, picnic tables, grills, etc. and other miscellaneous, routine expenses are included in this item.

**738 - Civic Projects .....\$ 4,000**

These funds have generally been used to help finance community-sponsored Parks and Recreation activities. The allocation this year includes participation in:

- a. Garden Club Contribution ..... \$3,000
- b. Swim School ..... \$1,000

**808 - Professional Services ..... \$ 85,000**

The City will require professional services to assist with the planning and design of the following projects:

The City will require professional services to assist with the design and construction of the following capital projects:

|                                    |                  |
|------------------------------------|------------------|
| a. Open Space Phase I Design       | \$ 32,000        |
| b. Boyne Valley Trail Inspection   | \$ 15,000        |
| c. River mouth Restroom Design     | \$ 25,000        |
| d. Log Cabin Relocation Evaluation | \$ 10,000        |
| e. Tennis Court Paving             | \$ 3,000         |
| <b>Total</b>                       | <b>\$ 85,000</b> |

**818 – Contracted Services.....\$61,668**

The City will require contracted services to: groom public beaches, clean parks rest rooms, repair parks irrigation systems, fertilize turf grass, seal wooden play structures, etc. Included in the Budget is the additional anticipated cost to clean the rest rooms at the Veterans Pavilion after it re-opens and is operational year-round.

**970 – Capital Outlay ..... \$332,163**

The following capital projects will be completed during the fiscal year:

|   |                  |
|---|------------------|
| a. Open Space Improvements                          | \$ 40,315        |
| b. Boyne Valley Trail (Airport Trail Head Path)     | \$ 35,048        |
| c. Ridge Run Dog Park (Agility Area Stone)          | \$ 13,760        |
| d. Rotary Park Softball, Baseball & Soccer Fields   | \$ 33,000        |
| e. Boyne Forest Trail System (Parking Lot & Path)   | \$ 60,040*       |
| f. Shoreline Erosion Projects (John St. Park, etc.) | \$100,000        |
| g. Waterworks Park (Pathway Around Shelter)         | \$ 15,000        |
| h. Descriptive Bike Racks                           | \$6,000          |
| <b>Total</b>  | <b>\$304,163</b> |

\*This project contingent on award of a Charlevoix County Parks Millage appropriation with offsetting revenue to the City of \$45,000.

**971 – Capital Outlay (Boyne City to Boyne Valley Trail - Construction)..... \$287,070**

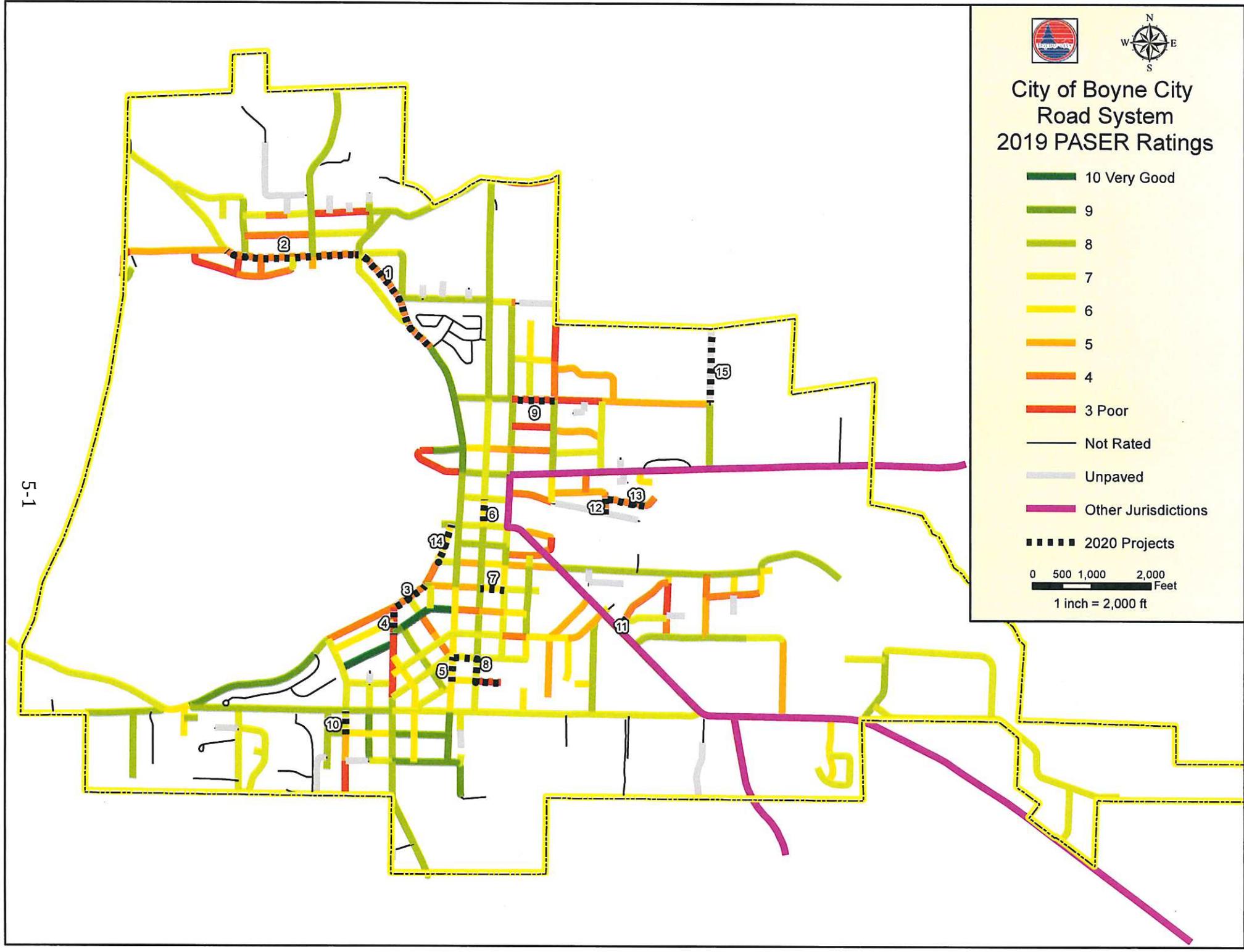
**972 – Capital Outlay (Boyne Valley Trail to Boyne Falls - Construction) ..... \$286,983**



# City of Boyne City Road System 2019 PASER Ratings

- 10 Very Good
  - 9
  - 8
  - 7
  - 6
  - 5
  - 4
  - 3 Poor
  - Not Rated
  - Unpaved
  - Other Jurisdictions
  - 2020 Projects
- 0 500 1,000 2,000 Feet  
1 inch = 2,000 ft

5-1



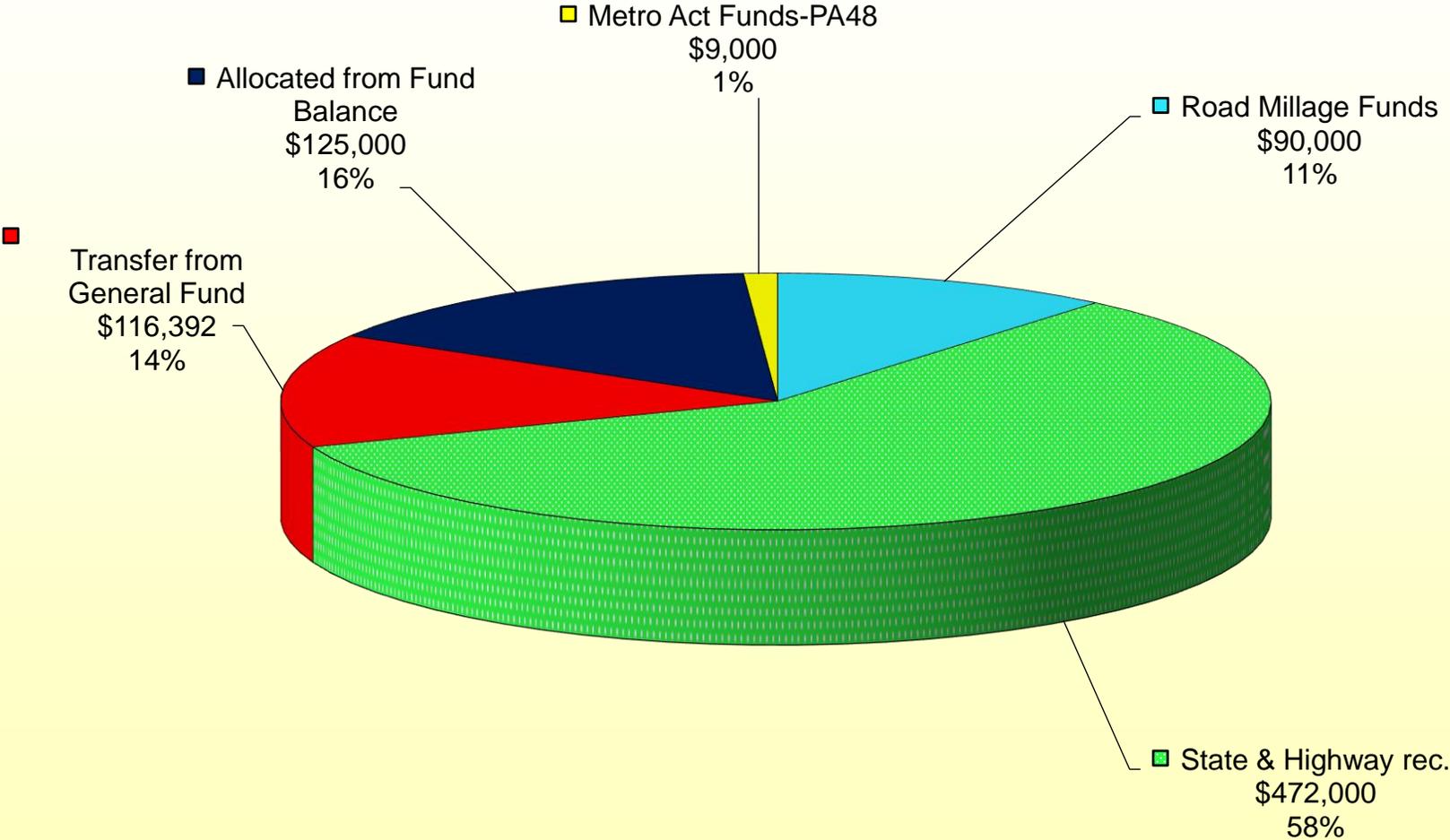
March 9, 2020

## STREETS CAPITAL PROJECTS

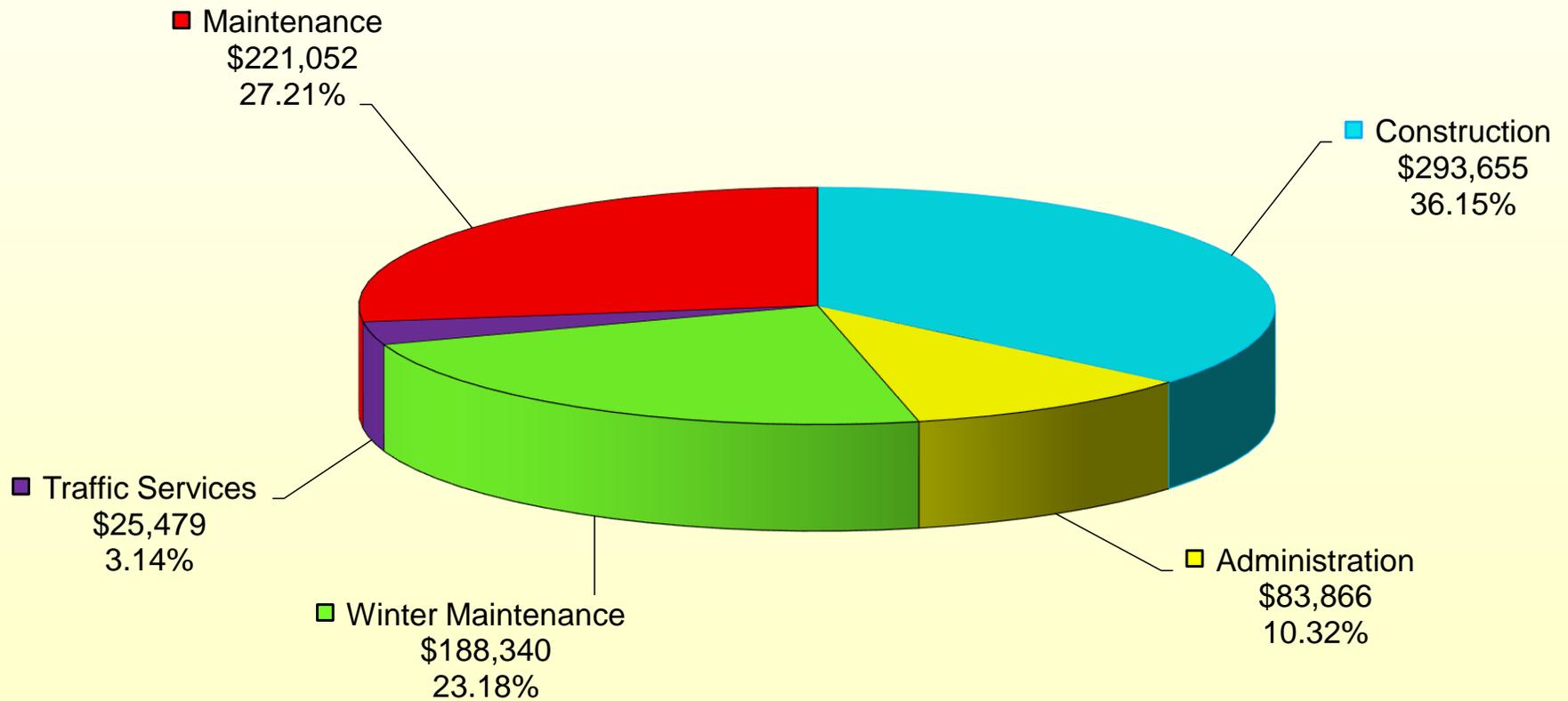
### Proposed for FY 2020\_2021

|  | <u>Street Name</u>   | <u>From</u>             | <u>To</u>  | <u>Mix of Fixes Proposed</u> | <u>Start Date</u> | <u>Construction</u> | <u>PE/CE</u>    |
|--|----------------------|-------------------------|------------|------------------------------|-------------------|---------------------|-----------------|
| Major Roads                              | N Lake Street        | Lakeview                | W Michigan | Mill & Resurface             | 4/1/2020          | \$107,531           | \$36,000        |
|  | N Lake Street        | Lakeview                | W Michigan | Widen Shoulders              | 4/1/2020          | \$34,668            |                 |
|  | Front Street         | Pleasant Ave            | Pine       | Asphalt Patches (2)          | 6/1/2020          | \$54,351            |                 |
|  | Pleasant Ave         | Front                   | Cedar      | Crush & Shape                | 6/1/2020          | \$24,494            |                 |
|  | S Lake Street        | Morgan                  | Franklin   | Joint Repair                 | 6/1/2020          | \$7,088             |                 |
|  | Park Street          | Bridge over Boyne River |            | Mill & Resurface Deck w/WP   | 6/1/2020          | \$15,000            | \$1,500         |
| <b>Major Roads Sub-total =</b>           |                      |                         |            |                              |                   | <b>\$243,132</b>    | <b>\$37,500</b> |
| Local Roads                              | Pine Street          | S Park                  | East       | Storm Sewer & Road Rehab     | 7/1/2020          | \$90,600            | \$9,060         |
|  | Franklin/Park/Morgan | Dead End                | S Lake     | Storm Sewer & Road Rehab     | 7/1/2020          | \$159,600           | \$15,960        |
|  | Vogel Street         | East                    | Jefferson  | Crush & Shape                | 6/1/2020          | \$51,995            |                 |
|  | Second Street        | Division                | Trent      | Crush & Shape                | 6/1/2020          | \$25,340            |                 |
|  | Hemlock Street       | M-75/Boyne Ave          | Wenonah    | Crush & Shape                | 6/1/2020          | \$15,472            |                 |
|  | Oak Street           | Adams                   | Spring     | Crush & Shape                | 6/1/2020          | \$20,860            |                 |
|  | Adams Street         | Oak                     | Dead End   | Crush & Shape                | 6/1/2020          | \$24,316            |                 |
|  | Front Street         | Water                   | E Main     | Center Joint Repair          | 6/1/2020          | \$8,750             |                 |
|  | Call Street          | Vogel                   | Dead End   | Storm Sewer & Catchbasins    | 7/1/2020          | \$59,936            | \$5,994         |
| <b>Local Roads Sub-total =</b>           |                      |                         |            |                              |                   | <b>\$456,868</b>    | <b>\$31,014</b> |
| <b>Roads Sub-total =</b>                 |                      |                         |            |                              |                   | <b>\$700,000</b>    | <b>\$68,514</b> |
| <b>plus Design of 2021_2022 Projects</b> |                      |                         |            |                              |                   |                     | <b>\$15,000</b> |
| <b>Total =</b>                           |                      |                         |            |                              |                   |                     | <b>\$83,514</b> |

# MAJOR STREET FUNDS FYE 2021 REVENUES Total \$812,392



# MAJOR STREETS FYE 2021 EXPENDITURES Total \$812,392



# MAJOR STREETS

Fund Code: 202-030

## Revenues

See page 27 on 12 Yr History

| Code         | Account Title                  | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|--------------------------------|------------------------|-----------------------|----------------|----------------------|
|              |                                |                        | Budgeted              | Projected      |                      |
| 400          | Allocated from Fund Balance    | 0                      | 156,457               | 122,763        | 125,000              |
| 548          | Metro Act Funds – PA 48        | 11,636                 | 9,000                 | 8,902          | 9,000                |
| 549          | State Highway Receipts – PA 51 | 545,254                | 425,000               | 462,850        | 472,000              |
| 581          | Grants – SAW                   | 0                      | 22,369                | 22,369         | 0                    |
| 642          | Charges / Services / Fees      | 103                    | 0                     | 0              | 0                    |
| 691          | Transfer from General Fund     | 0                      | 0                     | 0              | 116,392              |
| 692          | Road Millage Funds             | 84,895                 | 89,192                | 89,192         | 90,000               |
| <b>TOTAL</b> |                                | <b>641,888</b>         | <b>702,018</b>        | <b>706,076</b> | <b>812,392</b>       |

**REVENUES:**

The revenues for the Major Streets Fund come from a variety of sources. An allocation from the Fund Balance is made to help balance anticipated expenses and revenues.

In 2019/2020 the SAW Grant wrapped up, as such the revenues will be zero.

The PA 51 Revenues are projected to be and similar in 2020/2021 for the 12.77 miles of major roads within the City. Additional revenue sources are the City General Fund and the dedicated road millage.

# MAJOR STREETS

Fund Code: 202

Expenditures

| Code         | Account Title              | Prior year<br>FYE 2019 | Current Year FYE 2020               |                | Proposed<br>FYE 2021 |
|--------------|----------------------------|------------------------|-------------------------------------|----------------|----------------------|
|              |                            |                        | Budgeted                            | Projected      |                      |
| <b>451</b>   | <b>CONSTRUCTION</b>        |                        | <b>See page 28 on 12 Yr History</b> |                |                      |
| 705          | Salaries/Wages             | 4,437                  | 2,100                               | 2,440          | 2,100                |
| 709          | Overtime                   | 0                      | 250                                 | 153            | 174                  |
| 713          | Medical Insurance          | 300                    | 292                                 | 421            | 833                  |
| 714          | Social Security            | 333                    | 173                                 | 191            | 258                  |
| 715          | Pension                    | 4,258                  | 5,000                               | 4,323          | 5,000                |
| 818          | Engineering                | 19,635                 | 158,100                             | 58,100         | 37,500               |
| 860          | Motor Pool                 | 1,869                  | 4,000                               | 4,000          | 4,658                |
| 981.100      | Saw Grant Expenditures     | 56,161                 | 24,854                              | 50,000         | 0                    |
| 987          | Major Street Construction  | 0                      | 0                                   | 0              | 243,132              |
| <b>TOTAL</b> |                            | <b>86,993</b>          | <b>194,769</b>                      | <b>119,628</b> | <b>293,655</b>       |
| <b>463</b>   | <b>MAINTENANCE</b>         |                        | <b>See page 29 on 12 Yr History</b> |                |                      |
| 705          | Salaries                   | 24,204                 | 36,700                              | 36,700         | 46,683               |
| 706          | Salaries – Street Sweeping | 175                    | 7,200                               | 7,200          | 0                    |
| 709          | Overtime                   | 5,549                  | 8,000                               | 5,700          | 5,986                |
| 713          | Medical Insurance          | 18,682                 | 8,928                               | 18,000         | 18,000               |
| 714          | Social Security            | 3,696                  | 3,921                               | 3,921          | 3,559                |
| 715          | Pension                    | 31,922                 | 32,000                              | 40,000         | 34,000               |
| 716          | Unemployment               | 30                     | 6                                   | 6              | 50                   |
| 719          | Vacation/Sick Time         | 4,994                  | 7,000                               | 6,460          | 9,889                |
| 727          | Supplies                   | 11,192                 | 11,500                              | 7,500          | 11,845               |
| 819          | Tree Replacement Program   | 1,997                  | 50,000                              | 48,000         | 24,376               |
| 860          | Motor Pool                 | 35,394                 | 29,000                              | 29,000         | 34,164               |

| Code         | Account Title                         | Prior year<br>FYE 2019              | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|---------------------------------------|-------------------------------------|-----------------------|----------------|----------------------|
|              |                                       |                                     | Budgeted              | Projected      |                      |
| 930          | Repair & Maintenance                  | 39,087                              | 150,000               | 133,000        | 30,500               |
| 931          | Bridge Inspections                    | 1,330                               | 2,000                 | 2,000          | 2,000                |
| <b>TOTAL</b> |                                       | <b>178,252</b>                      | <b>346,255</b>        | <b>337,487</b> | <b>221,052</b>       |
| <b>474</b>   | <b>TRAFFIC SERVICE</b>                | <b>See page 30 on 12 Yr History</b> |                       |                |                      |
| 705          | Salaries/Wages                        | 2,199                               | 3,400                 | 3,400          | 3,821                |
| 709          | Overtime                              | 1,726                               | 1,800                 | 1,800          | 1,324                |
| 713          | Medical Insurance                     | 237                                 | 569                   | 835            | 1,163                |
| 714          | Social Security                       | 287                                 | 299                   | 360            | 360                  |
| 715          | Pension                               | 3,200                               | 2,500                 | 4,730          | 3,400                |
| 727          | Supplies                              | 1,798                               | 2,300                 | 2,300          | 3,120                |
| 860          | Motor Pool                            | 848                                 | 5,000                 | 5,000          | 9,791                |
| 930          | Repairs & Maintenance                 | 0                                   | 2,500                 | 500            | 2,500                |
| <b>TOTAL</b> |                                       | <b>10,295</b>                       | <b>18,368</b>         | <b>18,925</b>  | <b>25,479</b>        |
| <b>478</b>   | <b>WINTER MAINTENANCE<br/>History</b> | <b>See page 31 on 12 Yr History</b> |                       |                |                      |
| 705          | Salaries/Wages                        | 24,515                              | 28,700                | 42,200         | 45,136               |
| 709          | Sidewalk Maintenance                  | 0                                   | 13,500                | 0              | 0                    |
| 709          | Overtime                              | 17,175                              | 18,000                | 15,000         | 15,417               |
| 713          | Medical Insurance                     | 2,659                               | 9,228                 | 1,507          | 9,228                |
| 714          | Social Security                       | 3,506                               | 4,232                 | 3,224          | 4,024                |
| 715          | Pension                               | 17,771                              | 18,000                | 22,130         | 18,000               |
| 719          | Vacation/Sick Expense                 | 4,993                               | 6,000                 | 6,000          | 6,000                |
| 727          | Supplies                              | 34,926                              | 13,500                | 13,500         | 26,508               |
| 860          | Motor Pool                            | 62,285                              | 42,000                | 42,000         | 59,027               |
| 930          | Winter Repair & Maintenance           | 3,472                               | 5,000                 | 500            | 5,000                |
| <b>TOTAL</b> |                                       | <b>171,302</b>                      | <b>158,160</b>        | <b>146,061</b> | <b>188,340</b>       |

| Code               | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020               |                | Proposed<br>FYE 2021 |
|--------------------|-----------------------------|------------------------|-------------------------------------|----------------|----------------------|
|                    |                             |                        | Budgeted                            | Projected      |                      |
| <b>482</b>         | <b>ADMINISTRATION</b>       |                        | <b>See page 32 on 12 Yr History</b> |                |                      |
| 705                | Salaries/Wages              | 52,230                 | 32,300                              | 32,300         | 34,976               |
| 711                | Safety Equipment            | 319                    | 150                                 | 260            | 150                  |
| 712                | Insurance: Life/AD&D        | 280                    | 98                                  | 277            | 290                  |
| 713                | Medical Insurance           | 1,142                  | 4,189                               | 4,189          | 3,195                |
| 714                | Social Security             | 3,974                  | 2,617                               | 2,617          | 2,574                |
| 715                | Pension                     | 14,726                 | 15,000                              | 15,000         | 10,165               |
| 716                | Unemployment                | 0                      | 12                                  | 2              | 12                   |
| 750                | Administrative Service Fees | 17,000                 | 17,000                              | 17,000         | 17,000               |
| 860                | Motor Pool                  | 0                      | 0                                   | 0              | 2,474                |
| 808                | Accounting/Audit            | 3,635                  | 600                                 | 600            | 600                  |
| 870                | Training/Travel/Memberships | 230                    | 1,000                               | 900            | 1,030                |
| 910                | Ins: Liability/Equipment    | 1,021                  | 1,600                               | 1,430          | 1,500                |
| 911                | Workers Compensation        | 9,900                  | 9,900                               | 9,400          | 9,900                |
| <b>TOTAL</b>       |                             | <b>104,457</b>         | <b>84,466</b>                       | <b>83,975</b>  | <b>83,866</b>        |
| <b>GRAND TOTAL</b> |                             | <b>551,299</b>         | <b>802,018</b>                      | <b>706,076</b> | <b>812,392</b>       |

| Summary                            | Prior<br>FYE 2019 | Current<br>FYE 2020 | Proposed<br>FYE 2021 |
|------------------------------------|-------------------|---------------------|----------------------|
| Fund Balance, Beginning of Year    | 163,048           | 253,637             | 130,874              |
| Revenues over (under) expenditures | 90,589            | (122,763)           | (125,000)            |
| Fund Balance, End of Year          | 253,637           | 130,874             | 5,874                |

**EXPENDITURES:**

**A. MISSION STATEMENT**

To maintain and preserve the investment in the 12.77 miles of major roads in the City.

**B. PERSONNEL**

All eight (8) full-time Public Works staff have time allocated to major streets. One (1) seasonal employee assists with maintenance tasks during the summer.

**C. LINE ITEM CLARIFICATION**

The budget for Major Streets is broken down into five cost centers:

- #451 – Road Construction
- #463 – Road Maintenance
- #474 - Traffic Signs & Signals
- #478 – Winter Road Maintenance
- #482 – Administration

The total proposed budget is \$812,392.

**CONSTRUCTION**

*818 – Professional Services..... \$ 37,500*

The professional services include the following project designs and construction engineering:

- a. Construction Engineering of N Lake Street (State St to Boat Launch).....\$ 36,000
- b. Design of Park Street Bridge Deck Waterproofing .....\$1,500

**MAINTENANCE**

The maintenance budget for 2020/2021 is a lot lower due to the shift to construction from Maintenance versus the prior year. One minor change is the addition of over time expenses which were inadvertently missed last year.

The following Capital Preventative Maintenance projects are budgeted in Construction now:

|       |   |            |
|-------|---|------------|
| a.    | N. Lake Street - Lakeview to West Michigan..... | \$107,531* |
| b.    | N. Lake Street – Lakeview to West Michigan..... | 37,668     |
| c.    | Front Street – Pleasant to Pine Street.....     | 54,351     |
| d.    | Pleasant Avenue – Front to Cedar.....           | 24,494     |
| e.    | S. Lake Street – Morgan to Franklin.....        | 7,088      |
| f.    | Park Street Bridge – Over Boyne River.....      | 15,000     |
| <hr/> |   |            |
|       | TOTAL   | \$243,132  |

\* Our share of project to match State TED-Category D and Federal Funds.

**TRAFFIC SIGNS & SIGNALS**

The signs and signal budget for 2020/2021 is about the same as the prior year.

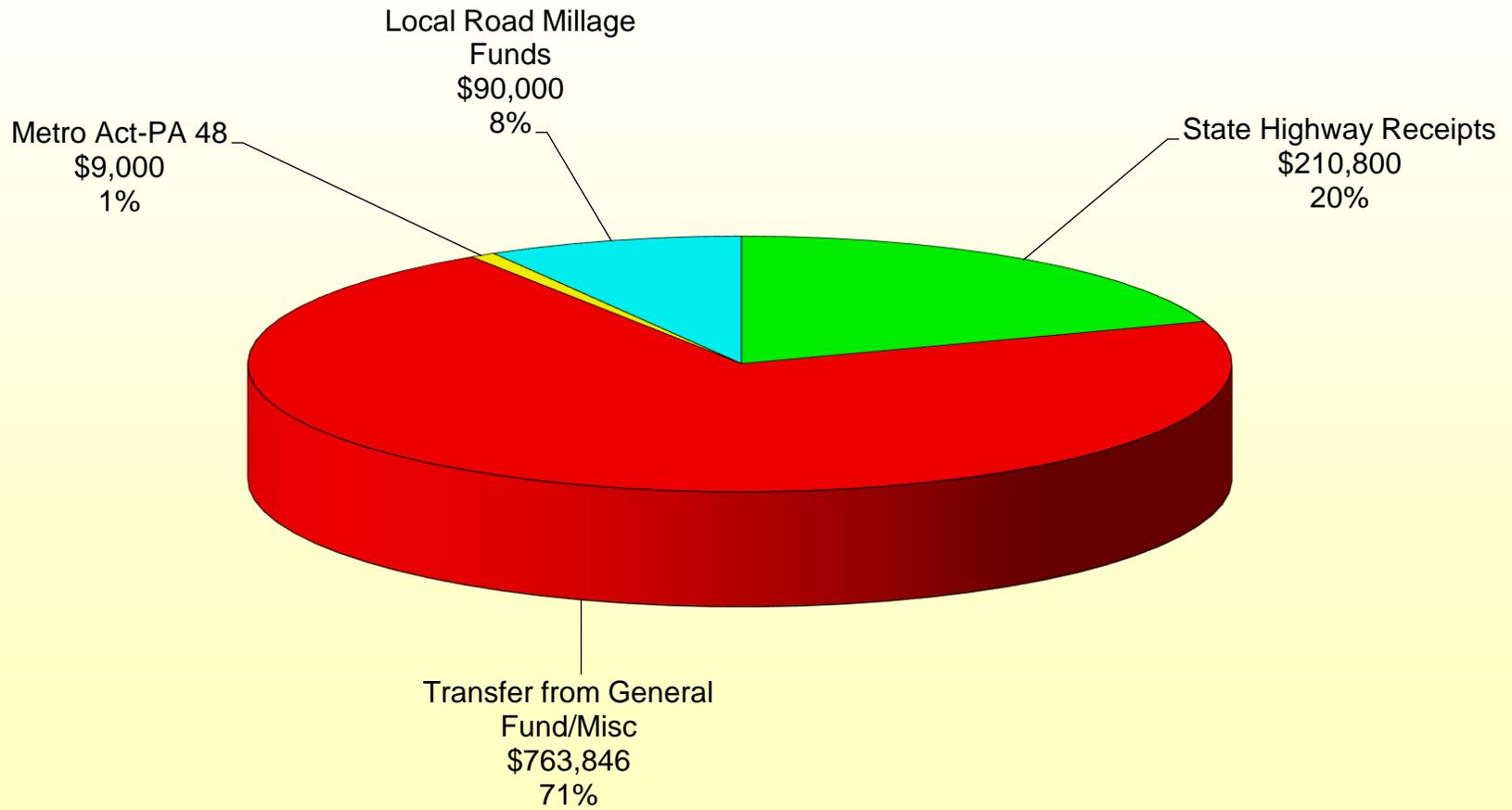
### WINTER ROAD MAINTENANCE

The winter road maintenance budget for 2020/2021 is about the same as the prior years. One minor change is the addition of over time expenses which were inadvertently missed last year.

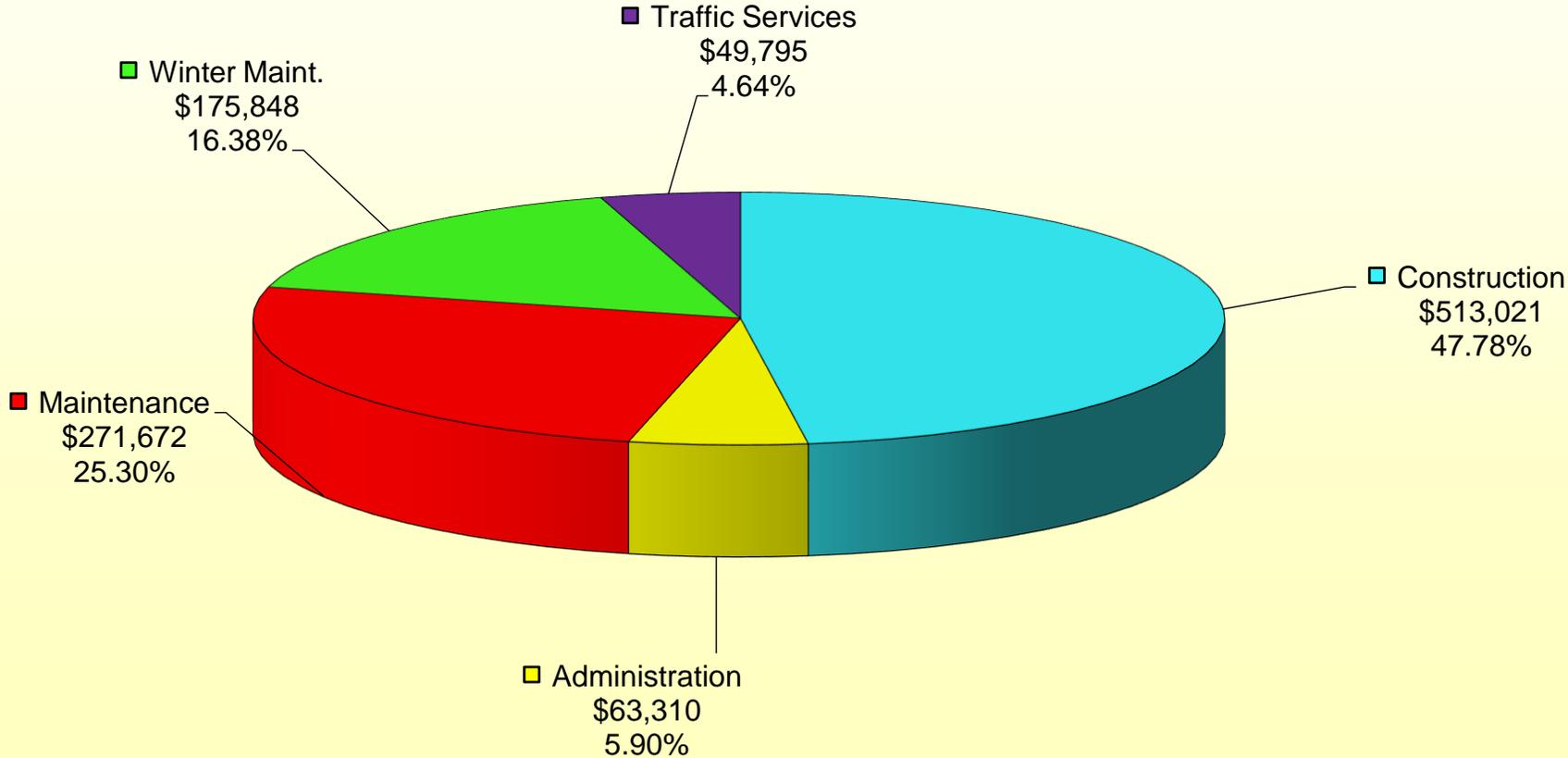
### ADMINISTRATION

The administration budget for 2020/2021 is about the same as the prior year.

**LOCAL STREET FUNDS  
FYE 2021 REVENUES  
Total \$1,073,646**



**LOCAL STREETS  
FYE 2021 EXPENDITURES  
Total \$1,073,646**



# LOCAL STREETS

Fund Code: 203-030

Revenues

See page 34 on 12 Yr History

| Code         | Account Title                        | Prior year<br>FYE 2019 | Current Year FYE 2020 |                  | Proposed<br>FYE 2021 |
|--------------|--------------------------------------|------------------------|-----------------------|------------------|----------------------|
|              |                                      |                        | Budgeted              | Projected        |                      |
| 400          | Allocated from Fund Balance          | 0                      | 88,846                | 15,000           | 0                    |
| 548          | Metro Act Funds – PA 48              | 11,636                 | 9,000                 | 8,902            | 9,000                |
| 549          | State Highway Receipts – Act 51      | 291,986                | 207,000               | 206,713          | 210,800              |
| 581          | SAW Grant Proceeds                   | 0                      | 29,651                | 29,651           | 0                    |
| 642          | Charges/Services & Fees              | 0                      | 0                     | 0                | 0                    |
| 689          | Transfer from Water/Wastewater Funds | 0                      | 509,850               | 271,700          | 0                    |
| 691          | Transfer from General Fund           | 137,409                | 839,922               | 1,179,921        | 763,846              |
| 692          | Road Millage Funds                   | 84,895                 | 89,192                | 89,192           | 90,000               |
| <b>TOTAL</b> |                                      | <b>525,926</b>         | <b>1,773,461</b>      | <b>1,801,079</b> | <b>1,073,646</b>     |

**REVENUES:**

The revenues for the Local Streets also come from a similar variety of sources as the Major Streets. In 2019/2020 the SAW Grant wrapped up, as such the revenues will be zero. The PA 51 revenues we projected to be and similar in 2020/2021 for the 23.66 miles of local roads within the City. Additional revenue sources are the City General Fund and the dedicated road millage.

# LOCAL STREETS

Fund Code: 203

Expenditures

| Code         | Account Title           | Prior year<br>FYE 2019 | Current Year FYE 2020               |                  | Proposed<br>FYE<br>2021 |
|--------------|-------------------------|------------------------|-------------------------------------|------------------|-------------------------|
|              |                         |                        | Budgeted                            | Projected        |                         |
| <b>451</b>   | <b>CONSTRUCTION</b>     |                        | <b>See page 35 on 12 Yr History</b> |                  |                         |
| 705          | Salaries/Wages          | 911                    | 2,100                               | 6,100            | 2,291                   |
| 709          | Overtime                | 0                      | 200                                 | 510              | 200                     |
| 713          | Medical Insurance       | 4                      | 292                                 | 800              | 292                     |
| 714          | Social Security         | 69                     | 173                                 | 500              | 173                     |
| 715          | Pension                 | 4,178                  | 5,000                               | 5,000            | 5,500                   |
| 818          | Engineering             | 36,299                 | 135,900                             | 135,900          | 46,014                  |
| 860          | Construction Motor Pool | 1,356                  | 2,100                               | 4,700            | 1,683                   |
| 981.100      | Saw Grant Expenditures  | 9,077                  | 32,946                              | 34,900           | 0                       |
| 987          | Street Construction     | 0                      | 1,009,300                           | 929,314          | 456,868                 |
| <b>TOTAL</b> |                         | <b>51,894</b>          | <b>1,188,011</b>                    | <b>1,117,724</b> | <b>513,021</b>          |
| <b>463</b>   | <b>MAINTENANCE</b>      |                        | <b>See page 36 on 12 Yr History</b> |                  |                         |
| 705          | Salaries                | 65,820                 | 56,500                              | 58,500           | 62,906                  |
| 706          | Salaries - Sweeping     | 0                      | 1,800                               | 0                | 0                       |
| 709          | Overtime                | 742                    | 1,600                               | 800              | 781                     |
| 713          | Medical Insurance       | 24,082                 | 10,665                              | 30,400           | 22,500                  |
| 714          | Social Security         | 6,383                  | 4,680                               | 6,920            | 5,775                   |
| 715          | Pension                 | 35,610                 | 35,000                              | 51,900           | 37,000                  |
| 716          | Unemployment Comp       | 30                     | 7                                   | 6                | 100                     |

| Code         | Account Title               | Prior year<br>FYE 2019              | Current Year FYE 2020 |                | Proposed<br>FYE<br>2021 |
|--------------|-----------------------------|-------------------------------------|-----------------------|----------------|-------------------------|
|              |                             |                                     | Budgeted              | Projected      |                         |
| 719          | Vacation/Sick Expense       | 5,456                               | 6,000                 | 7,400          | 7,000                   |
| 727          | Supplies                    | 5,564                               | 11,000                | 9,100          | 8,240                   |
| 819          | Tree Program                | 8,622                               | 25,000                | 38,130         | 22,816                  |
| 860          | Motor Pool                  | 45,800                              | 59,000                | 59,000         | 65,554                  |
| 930          | Repair and Maintenance      | 29,535                              | 150,000               | 193,715        | 39,000                  |
| <b>TOTAL</b> |                             | <b>227,644</b>                      | <b>361,252</b>        | <b>455,871</b> | <b>271,672</b>          |
| <b>474</b>   | <b>TRAFFIC SERVICES</b>     | <b>See page 37 on 12 Yr History</b> |                       |                |                         |
| 705          | Salaries/Wages              | 411                                 | 2,900                 | 2,900          | 3,308                   |
| 709          | Overtime                    | 474                                 | 700                   | 400            | 365                     |
| 713          | Medical Insurance           | 115                                 | 487                   | 487            | 475                     |
| 714          | Social Security             | 65                                  | 259                   | 259            | 147                     |
| 715          | Pension                     | 2,127                               | 2,100                 | 3,000          | 2,150                   |
| 727          | Supplies                    | 500                                 | 2,500                 | 2,500          | 42,500                  |
| 860          | Motor Pool                  | 175                                 | 1,500                 | 900            | 850                     |
| <b>TOTAL</b> |                             | <b>3,867</b>                        | <b>10,446</b>         | <b>10,446</b>  | <b>49,795</b>           |
| <b>478</b>   | <b>WINTER MAINTENANCE</b>   | <b>See page 38 on 12 Yr History</b> |                       |                |                         |
| 705          | Salaries-Winter Maintenance | 32,038                              | 31,400                | 36,700         | 39,368                  |
| 706          | Sidewalk Maintenance        | 0                                   | 5,300                 | 0              | 0                       |
| 709          | Overtime                    | 9,736                               | 5,800                 | 5,800          | 9,272                   |
| 713          | Medical Insurance           | 2,330                               | 8,129                 | 2,000          | 8,200                   |
| 714          | Social Security             | 3,532                               | 3,629                 | 3,100          | 3,990                   |
| 715          | Pension                     | 16,392                              | 18,000                | 22,300         | 19,500                  |
| 716          | Unemployment Compensation   | 0                                   | 6                     | 6              | 6                       |

| Code               | Account Title                  | Prior year<br>FYE 2019              | Current Year FYE 2020 |                  | Proposed<br>FYE<br>2021 |
|--------------------|--------------------------------|-------------------------------------|-----------------------|------------------|-------------------------|
|                    |                                |                                     | Budgeted              | Projected        |                         |
| 719                | Vacation/Sick Expense          | 4,991                               | 6,000                 | 6,000            | 6,200                   |
| 727                | Supplies                       | 38,376                              | 12,500                | 26,000           | 29,127                  |
| 860                | Motor Pool                     | 59,867                              | 39,000                | 39,000           | 59,185                  |
| 930                | Winter Maintenance             | 758                                 | 1,000                 | 500              | 1,000                   |
| <b>TOTAL</b>       |                                | <b>168,020</b>                      | <b>130,764</b>        | <b>141,406</b>   | <b>175,848</b>          |
| <b>482</b>         | <b>ADMINISTRATION</b>          | <b>See page 39 on 12 Yr History</b> |                       |                  |                         |
| 705                | Salaries/Wages                 | 25,347                              | 32,300                | 26,850           | 25,804                  |
| 711                | Safety Equipment               | 362                                 | 150                   | 300              | 196                     |
| 712                | Insurance: Life/AD&D           | 280                                 | 98                    | 250              | 223                     |
| 713                | Medical Insurance              | 1,142                               | 4,189                 | 4,000            | 4,999                   |
| 714                | Social Security                | 1,917                               | 2,617                 | 1,900            | 1,886                   |
| 715                | Pension                        | 14,726                              | 15,630                | 15,900           | 10,344                  |
| 716                | Unemployment                   | 0                                   | 4                     | 2                | 0                       |
| 750                | Administrative Service Fees    | 14,500                              | 15,000                | 14,500           | 12,083                  |
| 808                | Accounting/Audit               | 3,635                               | 600                   | 600              | 500                     |
| 870                | Training/Travel/Member         | 195                                 | 900                   | 500              | 185                     |
| 910                | Insurance: Liability/Equipment | 1,021                               | 1,600                 | 1,430            | 1,006                   |
| 911                | Workers Compensation           | 9,900                               | 9,900                 | 9,400            | 6,084                   |
| <b>TOTAL</b>       |                                | <b>73,025</b>                       | <b>82,988</b>         | <b>75,632</b>    | <b>63,310</b>           |
| <b>GRAND TOTAL</b> |                                | <b>524,450</b>                      | <b>1,773,461</b>      | <b>1,801,079</b> | <b>1,073,646</b>        |

| Summary                            | Prior<br>FYE 2019 | Current<br>FYE 2020 | Proposed<br>FYE 2021 |
|------------------------------------|-------------------|---------------------|----------------------|
| Fund Balance, Beginning of Year    | 19,511            | 20,987              | 5,987                |
| Revenues over (under) expenditures | 1,476             | (15,000)            | 0                    |
| Fund Balance, End of Year          | 20,987            | 5,987               | 5,987                |

**A. MISSION STATEMENT**

*To maintain and preserve the investment in the 23.66 miles of local roads in the City of Boyne City.*

**B. PERSONNEL**

All eight (8) full-time Public Works staff have time allocated to Local Streets. One (1) seasonal employee assists with maintenance tasks during the summer.

**C. LINE ITEM CLARIFICATION**

The budget for Local Streets is broken down into five cost centers:

- #451 Road Construction
- #463 Road Maintenance
- #474 Traffic Signs and Signals
- #478 Winter Road Maintenance
- #482 Administration

The total proposed budget is \$1,036,646 which is substantially less than last year due to the fact there is not a local street reconstruction project.

**CONSTRUCTION:**

**818 – Professional Services.....\$ 46,014**

The professional services include the following project designs and construction engineering:

- a. Construction Engineering for Pine Street and Franklin Street storm sewers \$25,020
- b. Call Street storm sewer \$ 5,994
- c. Miscellaneous design for 2020/2021 Projects \$15,000

**987 – Road Construction.....\$ 456,868**

The construction projects on our Local Street network include:

|  |           |
|--|-----------|
| a. Pine Street – S. Park to East Street              | \$ 90,600 |
| b. Franklin/Park/Morgan – Dead end to S. Lake Street | 159,600   |
| c. Vogel Street – East to Jefferson                  | 51,995    |
| d. Second Street – Division to Trent                 | 25,340    |
| e. Hemlock Street – M-75/Boyne Ave. to Wenonah       | 15,472    |
| f. Oak Street – Adams to Spring                      | 20,860    |
| g. Adams Street – Oak to Dead End                    | 24,315    |
| h. Front Street – Water to East Main                 | 8,750     |
| i. Call Street – Vogel to Dead End                   | 59,936    |
| <hr/>  |           |
| Total  | \$456,868 |

**MAINTENANCE:**

The Maintenance budget for 2020/2021 is a lot lower due to the shift to construction from Maintenance in the prior year.

**TRAFFIC SIGNS AND SIGNALS:**

The signs and signals budget for 2020/2021 is about the same as the prior year.

**ADMINISTRATION:**

The administration budget for 2020/21 is about the same as the prior year.

**WINTER MAINTENANCE:**

The Winter Maintenance budget for 2020/2021 is a little higher than the prior year

**CEMETERY**  
**Fund Code: 209-030**  
**Revenues**

See page 43 on 12 Yr History

| Code         | Account Title               | Prior year<br>FYE 2019 | Current Year FYE<br>2020 |               | Proposed<br>FYE 2021 |
|--------------|-----------------------------|------------------------|--------------------------|---------------|----------------------|
|              |                             |                        | Budgeted                 | Projected     |                      |
| 400          | Allocated from Fund Balance | 0                      | 0                        | 0             | 5,000                |
| 633          | Changes for Lots/Services   | 20,945                 | 20,000                   | 18,000        | 20,000               |
| 691          | Transfers from General Fund | 33,445                 | 40,050                   | 40,050        | 34,303               |
| <b>TOTAL</b> |                             | <b>54,390</b>          | <b>60,050</b>            | <b>58,050</b> | <b>59,303</b>        |

| Summary                            | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 1,906                | 3,764                  | 8,729                   |
| Revenues Over (Under) Expenditures | 1,858                | 4,965                  | (5,000)                 |
| Fund Balance, End of Year          | 3,764                | 8,729                  | 3,729                   |

**CEMETERY**  
**Fund Code: 209-040**  
**Expenditures**

See page 44 on 12 Yr History

| Code | Account Title                      | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE 2021 |
|------|------------------------------------|------------------------|-----------------------|---------------|----------------------|
|      |                                    |                        | Budgeted              | Projected     |                      |
| 705  | Salaries/Wages                     | 7,538                  | 9,000                 | 7,500         | 9,000                |
| 709  | Overtime                           | 1,224                  | 1,500                 | 1,500         | 1,500                |
| 713  | Medical Insurance                  | 915                    | 800                   | 900           | 900                  |
| 714  | Social Security                    | 650                    | 800                   | 690           | 803                  |
| 715  | Pension                            | 303                    | 0                     | 0             | 0                    |
| 727  | Supplies                           | 1,359                  | 2,000                 | 1,500         | 2,000                |
| 730  | Repairs/Maintenance                | 1,783                  | 10,000                | 5,000         | 10,000               |
| 740  | Telephone/Utilities                | 1,045                  | 1,200                 | 1,200         | 1,200                |
| 818  | Contracted Services                | 24,125                 | 25,000                | 25,000        | 25,000               |
| 860  | Motor Pool                         | 6,644                  | 8,000                 | 8,000         | 7,000                |
| 910  | Insurance: Liability/Property      | 680                    | 550                   | 680           | 700                  |
| 911  | Insurance: Workers<br>Compensation | 1,182                  | 1,200                 | 1,115         | 1,200                |
| 970  | Capital Outlay                     | 8,800                  | 0                     | 0             | 0                    |
|      | <b>TOTAL</b>                       | <b>56,248</b>          | <b>60,050</b>         | <b>53,085</b> | <b>59,303</b>        |

**A. MISSION STATEMENT**

*To the best of our abilities, acting in a responsible manner to the taxpayers, provide reassurance that the wishes of families in their time of bereavement are carried out while continuing to maintain the integrity and beauty of the cemetery.*

**B. PERSONNEL**

Cindy Grice ..... Sexton  
Jane Halstead.....Assistant Sexton  
Contract..... Yard Maintenance

**C. LINE-ITEM CLARIFICATIONS**

**727 - Supplies ..... \$2,000**

Covers the cost of road gravel, cribbing material, flags and flag holders, and hand tools.

**730 - Repairs/Maintenance..... \$10,000**

Used to cover costs of routine maintenance, black dirt, grass seed, fertilizer and paint. Also includes are funds for more brush / tree removals.

**818 - Contracted Services ..... \$25,000**

The current contract for FY 2020 is for 25,000 each year. This is the first year of the three year contract with the current contractor, Northern Michigan Escapes.

# AMBULANCE

**Fund Code: 210**

**Revenues**

See page 45 on 12 Yr History

| Code<br>030     | Account Title  | Prior year<br>FYE 2019 | Current Year FYE 2020               |                  | Proposed<br>FYE 2021 |
|-----------------|--|------------------------|-------------------------------------|------------------|----------------------|
|                 |  |                        | Budgeted                            | Projected        |                      |
| 400             | Allocated from Fund Balance                                    | 0                      | 0                                   | 90,062           | 6,881                |
| 626             | Contractual (Medicaid, Medicare, BCBS, Private, Non Insurance) | 562,404                | 560,320                             | 525,969          | 586,320              |
| 628             | Contract Services  | (63,974)               | 0                                   | 100,000          | 42,363               |
| 680             | Township Participation   | 164,468                | 87,956                              | 87,956           | 111,590              |
| 690             | Donations  | 0                      | 1,000                               | 850              | 1,000                |
| 691             | Transfers from General Fund                                    | 92,422                 | 87,956                              | 87,956           | 104,671              |
|                 | <b>CITY SUB-TOTAL</b>  | <b>755,320</b>         | <b>737,232</b>                      | <b>892,793</b>   | <b>852,825</b>       |
| <b>Code 032</b> | <b>Boyne Valley Township</b>                                   |                        | <b>See page 46 on 12 Yr History</b> |                  |                      |
| 626             | Contractual (Medicaid, Medicare, BCBS, Private, Non Insurance) | 244,802                | 0                                   | 233,100          | 256,320              |
|                 | <b>BOYNE VALLEY SUB-TOTAL</b>                                  | <b>244,802</b>         | <b>0</b>                            | <b>233,100</b>   | <b>256,320</b>       |
| <b>TOTAL</b>    |  | <b>1,000,122</b>       | <b>737,232</b>                      | <b>1,125,893</b> | <b>1,109,145</b>     |

| <b>Summary of Fund Balance</b>     | <b>Prior FYE<br/>2019</b> | <b>Current FYE<br/>2020</b>  | <b>Proposed<br/>FYE<br/>2021</b> |
|------------------------------------|---------------------------|------------------------------|----------------------------------|
| Fund Balance, Beginning of Year    | 242,566                   | 169,437                      | 79,375                           |
| Revenues Over (Under) Expenditures | (73,129)                  | (90,062)                     | (6,881)                          |
| Fund Balance, End of Year          | 169,437                   | 79,375                       | 72,494                           |
| <b>Summary of Vehicle Reserve</b>  | <b>Prior FYE<br/>2018</b> | <b>Proposed<br/>FYE 2019</b> | <b>Proposed<br/>FYE<br/>2020</b> |
| Fund Balance, Beginning of Year    | 0                         | 0                            | 0                                |
| Revenues Over (Under) Expenditures | 0                         | 0                            | 0                                |
| Fund Balance, End of Year          | 0                         | 0                            | 0                                |

**A. LINE ITEM CLARIFICATION**

**030-626 Contractual—City** **\$ 586,320**

740 responses with 575 transports with an average charge \$825 (average reimbursement \$515.21)

**032-626 Contractual—Boyne Valley Township** **\$ 256,320**

Boyne Valley 226 responses

**680 Township Funding** **\$ 111,590**

Contractual agreement based on dwelling and three year average utilization for Bay, Eveline, Evangeline, Hudson, Melrose and Wilson

**690 Donation** **\$ 1,000**

Staff fund raising and general donations

**691 General Fund** **\$ 104,671**

City support for operational losses over revenue

# AMBULANCE

Fund Code: 210

## Expenditures

See page 47 on 12 Yr History for 2006 – 2016

See page 18 on 12 Yr History for 2005

| Code | Account Title                 | Prior<br>year FYE<br>2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|------|-------------------------------|---------------------------|-----------------------|-----------|----------------------|
|      |                               |                           | Budgeted              | Projected |                      |
| 707  | Wages                         | 494,509                   | 351,518               | 545,912   | 515,912              |
| 712  | Insurance/Life, AD&D          | 267                       | 300                   | 300       | 300                  |
| 713  | Medical Insurance             | 7,056                     | 7,000                 | 7,000     | 7,000                |
| 714  | Social Security               | 38,243                    | 35,000                | 37,000    | 39,720               |
| 715  | Pension                       | 5,427                     | 5,244                 | 5,244     | 5,402                |
| 716  | Unemployment Insurance        | 5                         | 5                     | 5         | 5                    |
| 719  | Vacation/Sick Expense         | 0                         | 2,000                 | 4,000     | 2,500                |
| 727  | Medical Supplies              | 38,373                    | 21,600                | 40,000    | 40,000               |
| 730  | Repairs & Maintenance         | 15,027                    | 5,500                 | 13,000    | 13,000               |
| 735  | Gas & Oil                     | 9,334                     | 5,800                 | 8,000     | 12,000               |
| 740  | Utilities                     | 3,265                     | 2,500                 | 3,000     | 7,000                |
| 819  | Contracted Services – Billing | 18,925                    | 11,700                | 15,000    | 18,500               |
| 850  | Radios                        | 444                       | 1,500                 | 0         | 0                    |
| 854  | Uniforms                      | 4,612                     | 3,500                 | 3,500     | 3,500                |
| 860  | Motor Pool                    | 4,772                     | 4,000                 | 4,000     | 4,500                |
| 870  | Training                      | 7,451                     | 10,000                | 17,000    | 10,000               |
| 910  | Insurance: Liability/Property | 2,723                     | 3,500                 | 5,000     | 5,000                |
| 911  | Insurance: Workers Comp       | 5,910                     | 4,254                 | 6,000     | 6,000                |
| 940  | Facilities Rent               | 31,200                    | 25,000                | 31,200    | 31,200               |
| 957  | Bad Debt (uncollectible)      | 43,824                    | 35,780                | 35,780    | 41,042               |
| 970  | Capital Outlay/Equipment      | 9,871                     | 15,000                | 55,000    | 55,000               |
| 971  | Vehicle Replacement           | 0                         | 20,000                | 20,000    | 20,000               |
| 999  | Boyne City Contractual        | 197,767                   | 132,651               | 190,000   | 192,622              |

|         |                                     |                  |                |                  |                  |
|---------|-------------------------------------|------------------|----------------|------------------|------------------|
|         | <b>BOYNE CITY SUB-TOTAL</b>         | <b>939,005</b>   | <b>703,352</b> | <b>1,046,941</b> | <b>1,030,203</b> |
| 045     | <b>BOYNE VALLEY TOWNSHIP</b>        |                  |                |                  |                  |
| 957     | Boyne Valley Twsp Bad Debt          | 23,797           | 0              | 17,942           | 17,942           |
| 958     | Boyne Valley Twsp Collections Reimb | 14,329           | 0              | 0                | 0                |
| 999.100 | Boyne Valley Twsp Contractual       | 96,118           | 0              | 61,000           | 61,000           |
|         | <b>BOYNE VALLEY SUB-TOTAL</b>       | <b>134,244</b>   | <b>0</b>       | <b>78,942</b>    | <b>78,942</b>    |
|         | <b>GRAND TOTAL</b>                  | <b>1,073,249</b> | <b>703,352</b> | <b>1,125,883</b> | <b>1,109,145</b> |

## B. LINE ITEM CLARIFICATION

### 707 – Wages

**\$ 515,912**

Crew coverage will remain constant with the model initiated with the implementation of ALS, (Advanced Life Support) to meet the change in staffing requirements to assure the capability to provide two (2) Paramedics and an EMT (Emergency Medical Technician) per shift. Crew members not residing within a 10 minute response time to the garage stay in the facility.

|  |                                |
|--|--------------------------------|
| Paramedic Coverage   | \$ 150.00 per 12 hour shift    |
|  | 25.00 per hour response        |
|  |                                |
| In – House Coverage  | 100.00 per 12 hour shift - EMT |
| Staff per hour response  | 15.00 per hour response        |
|  |                                |
| Paramedic coverage 24/7  | 219,000                        |
| EMT coverage 24/7  | 146,000                        |
| Paramedic response @ 25/hr.  | 60,750                         |
| EMT response @ 15/hr.  | 37,500                         |
| Stand-by coverage  | 22,500                         |
| Director   | 63,000                         |
|  |                                |
| Currently providing coverage for two (2) Paramedic/EMT Ambulances (17,520 hours per truck) |                                |

**727 – Supplies** **\$ 40,000**

This represents soft disposable supplies, 02 rentals, PE (Personal Protection Equipment)

**870 – Training** **\$ 10,000**

Each staff member is required to acquire Continuing Education Credits. New requirements by Medical Control, each staff will have to attend programs in child medical and trauma, Adult Trauma and Advance Cardiac Life Support.

**957 – Bad Debt** **\$ 41,042**

Represents 7.1 % of gross billing charges

**970 – Capital Outlay/Equipment** **\$ 55,000**

Purchasing a replacement for Cardiac Monitor defibrillator

**971 – Vehicle Replacement** **\$ 20,000**

**999 – Contractual Allocation** **\$ 192,622**

Represents 32% of gross billing charges. This is the difference between Medicaid, Medicare and Blue Cross payment versus our customary charges. Example: Base Charge for ALS is \$650.00, Medicare reimburses \$314.00 mileage charge \$15.00 / loaded mile, and Medicare provides \$6.80. Medicare makes up 47 % of utilization, Medicaid 9%, Blue Cross 12%, making 68% of billing payers dictate reimbursement.

**System Response by Township**

Boyne City EMS Responses

|                        | 18-19<br>Actual | 2019-2020<br>Annualized |        |
|------------------------|-----------------|-------------------------|--------|
| Bay                    | 34              | 42                      | 3.66%  |
| Boyne City             | 522             | 568                     | 48.6%  |
| Boyne Valley           | 383             | 400                     | 28.69% |
| Chandler               |                 | 8                       | .72%   |
| Evangeline             | 23              | 28                      | 3.24%  |
| Eveline                | 22              | 23                      | 2.28%  |
| Hudson                 | 13              | 18                      | 2.22%  |
| Melrose                | 25              | 62                      | 6.74%  |
| Wilson                 | 51              | 64                      | 4.8%   |
| <b>Total</b>           | 1,073           | 1,213                   |        |
| 51A1 & 51A2 total runs |                 | 799                     |        |
| 52A1 & 52A2 total runs |                 | 414                     |        |

## Boyne City EMS Staff

|                         |                  |
|-------------------------|------------------|
| Behling, Joe            | EMT              |
| Clink, Patsy            | EMT              |
| Cornell, Britta         | EMT              |
| Cornell, Mike           | EMT              |
| Krey, Issac             | RN, Advanced EMT |
| Loper, Barb             | EMT              |
| Mathers, Amanda         | EMT              |
| Mathers, Ben            | EMT              |
| Matze , Emily           | EMT              |
| Melcher, Cheron         | Advanced EMT     |
| Noske, Wendi            | EMT              |
| Robinson, Matt          | EMT              |
| Williams, Jesse         | EMT              |
| Farrell, Robert         | Medic            |
| Lockman, Kevin          | Medic            |
| Randall, Cody           | Medic-IC         |
| Roloff, Robert          | Medic            |
| Stephen, Lyon           | Medic            |
| Suto, Melissa           | Medic-IC         |
| Wandrie, Dan            | Medic            |
| Willson, Brenda         | Medic            |
| Lamont, John - Director | Medic-IC         |

# FIRE DEPARTMENT

206-030

Revenues

See page 41 on 12 Yr History

| Code         | Account Title                                  | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|--|------------------------|-----------------------|----------------|----------------------|
|              |  |                        | Budgeted              | Projected      |                      |
| 400          | Allocated from Fund Balance                    | 0                      | 30,292                | 48,057         | 13,442               |
| 400          | Allocated from Fund Balance<br>Vehicle Reserve | 0                      | 0                     | 0              | 60,000               |
| 580          | Grant Proceeds                                 | 136,721                | 0                     | 0              | 0                    |
| 628          | Fire Dept Service Fees                         | 230,108                | 230,108               | 230,108        | 230,108              |
| 690          | Miscellaneous Income                           | 4,600                  | 0                     | 2,600          | 0                    |
| 691          | Transfers from General Fund                    | 0                      | 63,000                | 63,000         | 63,000               |
| <b>TOTAL</b> |  | <b>371,429</b>         | <b>323,400</b>        | <b>343,765</b> | <b>366,550</b>       |

| Summary                            | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 321,035              | 300,863                | 252,806                 |
| Revenues Over (Under) Expenditures | (20,172)             | (48,057)               | (13,442)                |
| Fund Balance, End of Year          | 300,863              | 252,806                | 239,364                 |

| Summary<br>Vehicle Reserve Fund    | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 0                    | 45,000                 | 90,000                  |
| Revenues Over (Under) Expenditures | 45,000               | 45,000                 | (15,000)                |
| Fund Balance, End of Year          | 45,000               | 90,000                 | 75,000                  |

# FIRE DEPARTMENT

206-040

## Expenditures

See page 42 on 12 Yr History

| Code         | Account Title                    | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|----------------------------------|------------------------|-----------------------|----------------|----------------------|
|              |                                  |                        | Budgeted              | Projected      |                      |
| 707          | Salaries - Vol./Officers         | 63,990                 | 93,000                | 93,000         | 94,700               |
| 714          | Social Security                  | 4,895                  | 7,000                 | 7,000          | 7,000                |
| 727          | Supplies and Hose                | 12,360                 | 19,200                | 19,200         | 18,000               |
| 730          | Equipment Maintenance            | 48,328                 | 37,000                | 60,000         | 38,000               |
| 735          | Gas and Oil                      | 2,658                  | 3,500                 | 3,000          | 3,000                |
| 737          | Fire Hydrant Rental              | 27,500                 | 27,500                | 27,500         | 27,500               |
| 750          | Administrative Service Fee       | 5,000                  | 5,000                 | 5,000          | 5,000                |
| 818          | Professional/Contracted Services | 7,248                  | 0                     | 0              | 0                    |
| 850          | Radio Maintenance                | 688                    | 1,200                 | 750            | 600                  |
| 860          | Motor Pool                       | 0                      | 1,500                 | 1,500          | 1,500                |
| 861          | Vehicle Maintenance              | 0                      | 1,000                 | 1,000          | 1,000                |
| 870          | Training                         | 936                    | 7,000                 | 5,000          | 7,000                |
| 910          | Insurance: Liab./Property        | 7,231                  | 11,500                | 11,315         | 12,000               |
| 911          | Insurance: Workers Comp.         | 3,546                  | 3,000                 | 3,500          | 3,750                |
| 940          | Building Rental/Maintenance      | 30,000                 | 30,000                | 30,000         | 30,000               |
| 970          | Capital Outlay                   | 177,221                | 31,000                | 31,000         | 72,000               |
| 976          | Vehicle Replacement Fund         | 0                      | 45,000                | 45,000         | 45,000               |
| <b>TOTAL</b> |                                  | <b>391,601</b>         | <b>323,400</b>        | <b>343,765</b> | <b>366,050</b>       |

## **A. PERSONNEL**

| <b>Firefighters</b>           |    | <b>Date Recruited</b> |
|-------------------------------|----|-----------------------|
| Dennis Amesbury, Chief        | CF | 10-24-80              |
| James Farley, Assistant Chief | CF | 8-05-03               |
| Ray Leist, Captain            | CR | 02-99                 |
| Ben Mathers, Lieutenant       | CF | 07-08                 |
| Kyle Lockman                  | CF | 1-20-96               |
| Tim Moyer                     | CF | 8-06-85               |
| Leon Bush                     | CF | 1-22-92               |
| Wayne Gerberding              | CF | 04-98                 |
| Dennis Looze                  | CF | 6-09-81               |
| David Moyer                   | CF | 2-05-91               |
| David Wilson                  | CF | 9-15-92               |
| Kevin Lockman                 | CF | 8-19-03               |
| Joe Behling                   | CF | 8-16-05               |
| Ryan Amesbury                 | CF | 11-01-05              |
| Scott Carlston                | CF | 07-09                 |
| Jon Ku                        | CF | 09-2011               |
| Brandon Looze                 | CF | 09-2011               |
| Kurt Wuerth                   | CF | 09-2011               |
| Shaun Verville                | CF | 08-2013               |
| Joel Oswald                   | CF | 4-07-15               |
| Adam Harwell                  | CF | 10-20-15              |
| Tim Riley                     | CF | 4-19-16               |
| Darren Eaton                  | CF | 11-5-19               |

### **CF Certified Firefighter Level 1-2**

#### **Retired Firefighters**

|                 |          |
|-----------------|----------|
| Oral Sutliff *  | 50 years |
| Henry Erber     | 40 years |
| Steve Erber *   | 30 years |
| Jack Bush       | 30 years |
| Butch Erber     | 27 years |
| Jack Janack *   | 25 years |
| Carl Lockman    | 25 years |
| Tom Garlock *   | 24 years |
| Gary Cole *     | 23 years |
| Howard Crozier* | 23 years |
| Chuck Urman     | 22 years |
| Norm Crozier *  | 20 years |
| Dave Cramer     | 20 years |
| Randy Fannin    | 20 years |
| Chuck Witte     | 20 years |
| Mark Crum       | 13 years |
| Kevin Cooper    | 10 years |
| Mike Sero       | 9 years  |
| Keith Stanley*  |          |

#### **Honorary Members**

|                 |
|-----------------|
| Willard Gahn *  |
| Harry Atkins *  |
| Leigh Woodbury  |
| Harley Burris * |
| Pat Weeks       |
| Jim Hornbeck    |
| Vic Ruggles     |
| Obie Wicker     |

Retired Members

|                  |          |                    |          |
|------------------|----------|--------------------|----------|
| Fred Moore       | 20 years | Louie Schomberger  | 10 years |
| Terry Urman      | 20 years | Steve Ryder        | 10 years |
| Nord Schroeder   | 20 years | Dan Moore*         | 7 years  |
| Vic Ayers        | 16 years | Dennis Webb        | 7 years  |
| Roscoe Howard*   | 15 years | Bob Waun           | 7 years  |
| Dick Erber*      | 14 years | Mike Kessler       | 7 years  |
| Mel Howard       | 13 years | Vern McCary*       | 6 years  |
| Paul Barden      | 13 years | Eugene Mont        | 6 years  |
| Chuck Olson      | 13 years | Dan Kildea         | 5 years  |
| Woody Hardy      | 12 years | Bob Mathers        | 5 years  |
| Tom Roberts      | 12 years | Barry Riddle       | 5 years  |
| Jim Grainger     | 12 years | Jim Matthew        | 4 years  |
| Gary Gillespie   | 11 years | Jerry Young        | 4 years  |
| Bill Christensen | 10 years | Rev. Milton Walls* | Chaplain |
| Fred Lehto       | 10 years |                    |          |
| Don Moore*       | 10 years | * - Deceased       |          |

**B. BOYNE CITY FIRE REPORT**

|                                  | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
|----------------------------------|------|------|------|------|------|------|------|
| Total Fire Calls (in district)   | 154  | 172  | 188  | 177  | 232  | 203  | 170  |
| Loss of Life                     | 0    | 0    | 1    | 0    | 0    | 0    | 0    |
| Boyne City Calls                 | 82   | 91   | 91   | 84   | 118  | 96   | 88   |
| Boyne Valley Township Calls      | 3    | 4    | 4    | 2    | 8    | 8    | 1    |
| Bay Township Calls               | 26   | 21   | 21   | 11   | 9    | 15   | 14   |
| Charlevoix City Calls            |      |      |      | 2    | 0    | 0    | 0    |
| Charlevoix Township              | 0    | 0    | 2    |      | 3    | 1    | 7    |
| East Jordan Calls                | 1    | 1    | 3    | 1    | 1    | 2    | 1    |
| Evangeline Township Calls        | 17   | 14   | 21   | 28   | 34   | 38   | 16   |
| Eveline Township Calls           | 9    | 15   | 10   | 17   | 19   | 23   | 17   |
| Resort Bear Creek Township Calls | 0    | 0    | 0    | 0    | 1    | 0    | 0    |
| Hayes Township Calls             |      |      |      | 2    | 0    | 0    | 0    |
| Hudson Township Calls            |      |      |      | 0    | 1    | 0    | 0    |
| Melrose Township Calls           | 4    | 0    | 4    | 4    | 1    | 0    | 1    |
| Wilson Township Calls            | 12   | 24   | 32   | 26   | 31   | 18   | 23   |
| % of Runs Townships              | 47%  | 47%  | 52%  | 55%  | 47%  | 54%  | 48   |

|                                |    |    |    |    |    |    |    |
|--------------------------------|----|----|----|----|----|----|----|
| Structure Fires                | 3  | 11 | 10 | 6  | 4  | 11 | 10 |
| Outside Structure - not grass  | 2  | 1  | 2  | 2  | 5  | 5  | 0  |
| Extrication                    | 2  | 4  | 2  | 0  | 0  | 0  | 0  |
| Car Fires                      | 5  | 0  | 5  | 3  | 6  | 5  | 1  |
| Grass, Brush, Trash Fires      | 6  | 3  | 12 | 4  | 7  | 14 | 5  |
| Spill Clean up                 | 1  | 1  | 0  | 0  | 1  | 1  | 0  |
| Fire Alarms                    | 16 | 35 | 16 | 30 | 34 | 33 | 5  |
| Arcing – Power Lines           | 20 | 19 | 25 | 40 | 51 | 39 | 8  |
| Excessive Heat                 | 4  | 4  | 5  | 1  | 4  | 3  | 1  |
| False Alarms                   | 6  | 0  | 1  | 1  | 1  | 28 | 39 |
| Smoke Scare                    | 4  | 10 | 8  | 3  | 3  | 3  | 3  |
| Stand-by                       | 3  | 0  | 1  | 2  | 4  | 2  | 4  |
| Police Assists                 | 12 | 12 | 10 | 21 | 9  | 10 | 5  |
| Mutual Aid Received            | 1  | 3  | 2  | 2  | 0  | 1  | 0  |
| Mutual Aid Given               | 5  | 8  | 10 | 12 | 12 | 8  | 6  |
| Controlled Burns               | 3  | 3  | 0  | 0  | 2  | 3  | 1  |
| Ambulance Assists/Life Assists | 23 | 35 | 31 | 26 | 23 | 28 | 24 |
| Gasoline Leaks                 | 1  | 3  | 1  | 1  | 0  | 0  | 1  |
| CO2 Alarm Responses            | 9  | 3  | 2  | 6  | 4  | 7  | 12 |
| Natural Gas Leaks              | 11 | 9  | 3  | 1  | 6  | 5  | 4  |
| LP Gas Leaks                   | 0  | 2  | 3  | 0  | 1  | 0  | 4  |
| Chimney Fires                  | 1  | 1  | 1  | 2  | 3  | 1  | 1  |
| Good Intent Calls              | 8  | 14 | 14 | 10 | 19 | 5  | 1  |
| Lines Down–Cable & Phone       | 5  |    | 10 | 0  | 4  | 8  | 10 |
| Training—Burns/Extrication/Etc |    |    | 5  | 0  | 7  | 26 | 3  |
| Electrical Fires               |    |    | 1  | 0  | 3  | 5  | 1  |
| P.I.                           |    |    |    | 2  | 0  | 17 | 19 |
| P.D.A.                         |    |    |    | 1  | 17 | 2  | 2  |
| Water/Ice Rescue               |    |    | 1  | 0  | 2  | 4  | 1  |
| Fires-Content Fires            |    |    |    |    |    | 3  | 1  |

**LINE-ITEM CLARIFICATION**

**707 - Wages..... \$94,700**

Pay is \$20/hour when on a fire call and \$10/hour for schooling necessary to meet both state and federal requirements. Also the meeting pay is \$20 per meeting.

Fire Chief.....6,500  
Assistant Chief..... 4,000  
Captain..... 2,500  
Lieutenant..... 2,000

**727 - Supplies and Hose ..... \$18,000**

Both Class A and Class B foam, gloves, continuing hose replacement, miscellaneous items. This item also includes purchase of break-out gear for two, new firemen.

**730 - Equipment Maintenance ..... \$38,000**

Continue present maintenance program of maintaining and upgrading present equipment by the City mechanic and the firemen. This item also contains additional funds to recertify pump ratings of class A fire trucks and to recertify Scott packs.

**850 - Radio Maintenance ..... \$600**

Misc battery replacement and maintenance.

**870 - Training..... \$7,000**

Since more training is needed for new firemen who have replaced retirees and those moving from the area, this line item has increased slightly from \$8 to \$10/hour). Training is very important to the life and safety of the Fire Department. Training not only cuts time spent fighting fires, but also lessens lost time due to accidents and injuries at the scene.

**976 - Property Replacement ..... \$45,000**

These are funds to be set aside for future fire apparatus vehicle replacement.

# MARINA AND LAUNCH RAMP

**Fund Code: 285-030**

**Revenues**

See page 62 on 12 Yr History

| Code         | Account Title                  | Prior year<br>FYE 2019 | Current Year<br>FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|--------------------------------|------------------------|--------------------------|----------------|----------------------|
|              |                                |                        | Budgeted                 | Projected      |                      |
| 400          | Allocated from Fund Balance    | 0                      | 15,700                   | 0              | 0                    |
| 586          | Grants / Local Contributions   | 4,335                  | 0                        | 0              | 0                    |
| 624          | Boat Trailer Parking           | 826                    | 700                      | 900            | 700                  |
| 628          | Marina User Fees/Seasonal      | 65,127                 | 60,000                   | 65,000         | 60,000               |
| 629          | Marina User Fees/Transient     | 56,732                 | 50,000                   | 58,262         | 58,000               |
| 630          | Launch Ramp User Fees          | 18,593                 | 16,000                   | 17,100         | 16,000               |
| 631          | Water St. Marina               | 11,423                 | 20,000                   | 20,268         | 17,000               |
| 631.1        | Krueger Marina                 | 6,000                  | 4,500                    | 4,232          | 2,800                |
| 631.2        | Konupek Enterprises LLC Marina | 6,000                  | 4,500                    | 6,500          | 2,800                |
| 670          | Sale of Ice/Misc Income        | 647                    | 1,500                    | 1,673          | 1,000                |
| 680          | Grants / State                 | 254,939                | 5,000                    | 5,060          | 0                    |
| 699          | Bond Proceeds                  | 0                      | 0                        | 0              | 1,030,000            |
| <b>TOTAL</b> |                                | <b>424,622</b>         | <b>177,900</b>           | <b>178,995</b> | <b>1,188,300</b>     |

| Summary                            | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 276,766              | 93,541                 | 134,094                 |
| Revenues Over (Under) Expenditures | (183,225)            | 40,553                 | 715,830                 |
| Fund Balance, End of Year          | 93,541               | 134,094                | 849,924                 |
|                                    |                      |                        |                         |

# MARINA AND LAUNCH RAMP

**Fund Code: 285-040**

**Expenditures**

See page 63 on 12 Yr History

| Code    | Account Title                              | Prior year<br>FYE 2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|---------|--|------------------------|-----------------------|-----------|----------------------|
|         |  |                        | Budgeted              | Projected |                      |
| 705     | Salaries/Wages                             | 47,756                 | 50,000                | 50,000    | 52,000               |
| 705.100 | Salaries/Wages-<br>One Water Street Marina | 6,474                  | 6,500                 | 8,100     | 8,000                |
| 709     | Overtime                                   | 1,416                  | 1,500                 | 3,588     | 2,000                |
| 713     | Medical Insurance                          | 642                    | 700                   | 700       | 800                  |
| 714     | Social Security                            | 4,241                  | 4,600                 | 4,600     | 4,800                |
| 715     | Pension Costs                              | 352                    | 400                   | 450       | 450                  |
| 716     | Unemployment Compensation                  | 26                     | 200                   | 100       | 100                  |
| 727     | Supplies                                   | 9,780                  | 6,500                 | 6,800     | 7,000                |
| 727.100 | Expenses - Water Street Marina             | 421                    | 500                   | 20        | 20                   |
| 727.200 | Water Street Marina<br>Reimbursement       | 10,499                 | 11,000                | 9,994     | 8,500                |
| 727.300 | Krueger Reimbursement                      | 3,000                  | 2,300                 | 2,150     | 1,400                |
| 727.350 | Konupek Reimbursement                      | 3,000                  | 2,300                 | 3,250     | 1,400                |
| 730     | Repairs/Maintenance                        | 12,895                 | 20,000                | 10,000    | 20,000               |
| 740     | Telephone/Utilities                        | 13,831                 | 12,000                | 14,000    | 15,000               |
| 754     | Uniforms                                   | 175                    | 500                   | 590       | 500                  |
| 818     | Contracted Services                        | 33,048                 | 20,000                | 2,000     | 50,000               |
| 860     | Motor Pool                                 | 3,935                  | 3,500                 | 3,500     | 4,000                |
| 870     | Training/Travel                            | 1,158                  | 2,000                 | 900       | 2,000                |
| 910     | Insurance: Liability/Property              | 680                    | 1,300                 | 1,300     | 1,300                |
| 911     | Insurance: Workers Compensation            | 1,182                  | 1,100                 | 1,200     | 1,200                |
| 970     | Capital Outlay/Equipment                   | 453,338                | 5,000                 | 5,200     | 200,000              |
| 975     | Buildings/Equipment                        | 0                      | 26,000                | 10,000    | 25,000               |

|     |                           |                |                |                |                |
|-----|---------------------------|----------------|----------------|----------------|----------------|
| 990 | Bond Principal & Interest | 0              | 0              | 0              | 67,000         |
|     | <b>TOTAL</b>              | <b>607,849</b> | <b>177,900</b> | <b>138,442</b> | <b>472,470</b> |

**A. MISSION STATEMENT**

*To offer an efficient, appealing, harbor area which will continue to enhance Boyne City's economy by promoting tourism and encouraging local citizens to utilize one of the City's most valuable resources, its lakeshore.*

**B. PERSONNEL**

Barb Brooks - Harbormaster  
 Dockhands and Launch Ramp Attendants (hourly)

**C. LINE-ITEM CLARIFICATIONS**

**705 - Wages ..... \$62,000**  
 Marina, Launch Ramp Attendants and DPW.

**730- Repairs/Maintenance ..... \$20,000**  
 Dock, boat launch, weed control and other facility maintenance

**740 - Telephone/Utilities ..... \$15,000**  
 Cost of electricity for dock lights, launch ramp lights, two restroom facilities, mixers during winter months, power to outlets for marina renters' use, water and wastewater use.

**754 - Uniforms..... \$500**  
 Uniforms for Marina and launch ramp attendants.

**818 - Contracted Services..... \$50,000**  
 Engineering/professional services

**870 - Training/Travel..... \$2,000**  
 Marina attendant training / conference.

**970 - Capital Outlay/Equipment..... \$200,000**  
 Continue new floating wave attenuator installation and construct new section of floating dock.

**975 - Buildings/Equipment..... \$ 25,000**  
 Small equipment purchases, repairs / replacement, building repairs and signage.

**AIRPORT**  
**Fund Code: 295-030**  
**Revenues**

See page 64 on 12 Yr History

| Code         | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|-----------------------------|------------------------|-----------------------|----------------|----------------------|
|              |                             |                        | Budgeted              | Projected      |                      |
| 400          | Allocated from Fund Balance | 0                      | 3,986                 | 0              | 3,468                |
| 625          | Airport Gasoline Sales      | 61,621                 | 65,000                | 78,000         | 65,000               |
| 630.100      | Drag Race Registrations     | 9,340                  | 10,000                | 11,373         | 10,000               |
| 670          | Rent - Terminal             | 37,250                 | 6,864                 | 12,532         | 12,532               |
| 675          | Rent - Hangar               | 21,200                 | 42,500                | 46,600         | 44,000               |
| 675          | Contributions               | 150                    | 0                     | 0              | 0                    |
| 690          | Charges for Services/Fees   | 685                    | 500                   | 500            | 500                  |
| <b>TOTAL</b> |                             | <b>130,246</b>         | <b>128,850</b>        | <b>149,005</b> | <b>135,500</b>       |

| Summary                            | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 75,070               | 108,245                | 133,617                 |
| Revenues Over (Under) Expenditures | 33,175               | 25,372                 | 0                       |
| Fund Balance, End of Year          | 108,245              | 133,617                | 133,617                 |

**AIRPORT**  
**Fund Code: 295-040**  
**Expenditures**

See page 65 on 12 Yr History

| Code         | Account Title                  | Prior year<br>2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|--------------------------------|--------------------|-----------------------|----------------|----------------------|
|              |                                |                    | Budgeted              | Projected      |                      |
|              |                                |                    | Budgeted              | Projected      |                      |
| 705          | Salaries/Wages                 | 2,611              | 6,250                 | 6,250          | 6,250                |
| 713          | Medical Insurance              | 124                | 1,500                 | 1,500          | 1,500                |
| 714          | Social Security                | 195                | 500                   | 500            | 500                  |
| 715          | Retirement                     | 123                | 200                   | 300            | 350                  |
| 716          | Unemployment Compensation      | 0                  | 100                   | 100            | 100                  |
| 727          | Supplies                       | 7,818              | 5,000                 | 5,000          | 5,000                |
| 730          | Repairs/Maintenance            | 7,396              | 3,000                 | 3,000          | 3,000                |
| 736          | Aviation Fuel (for sale)       | 57,421             | 60,000                | 73,000         | 60,000               |
| 740          | Telephone/Utilities            | 8,441              | 7,250                 | 8,700          | 9,000                |
| 817          | Drag Race Expenses             | 1,000              | 5,000                 | 5,486          | 5,250                |
| 818          | Engineering                    | 2,777              | 2,500                 | 2,750          | 4,000                |
| 819          | Environmental                  | 0                  | 250                   | 250            | 250                  |
| 860          | Motor Pool                     | 4,326              | 8,000                 | 6,000          | 7,000                |
| 870          | Training                       | 554                | 1,000                 | 1,000          | 1,000                |
| 880          | Events                         | 0                  | 2,000                 | 0              | 1,000                |
| 910          | Insurance: Liability/Equipment | 3,524              | 5,000                 | 4,736          | 5,000                |
| 911          | Insurance: Workers Comp        | 296                | 300                   | 300            | 300                  |
| 970          | Capital Outlay/Equipment       | 466                | 1,000                 | 0              | 1,000                |
| 975          | Airport Improvements           | 0                  | 20,000                | 5,000          | 25,000               |
| <b>TOTAL</b> |                                | <b>97,072</b>      | <b>128,850</b>        | <b>123,872</b> | <b>135,500</b>       |

**A. MISSION STATEMENT**

*To enhance the economy of Boyne City by providing a safe, inviting transportation alternative for citizens, manufacturers, and visitors.*

**B. PERSONNEL**

Michael Cain ..... City Manager/Airport Manager  
Tim Faas ..... Superintendent of Maintenance and Safety  
Leon Jarema ..... Volunteer Airport Assistant Manager  
Richard Bouters ..... Volunteer Airport Assistant Manager  
Richard Wright ..... Volunteer Airport Assistant Manager  
Street Department ..... Mowing and Plowing

**C. LINE-ITEM CLARIFICATION**

**705 - Salaries and Wages ..... \$ 6,250**

This line item covers the general maintenance costs for the airport property, including mowing, plowing, repairs, etc. performed by Street Department personnel.

**730 - Repairs and Maintenance ..... \$ 3,000**

This line item covers routine repairs and maintenance items for the airport terminal building and the runway lighting system.

**736 - Aviation Fuel Cost ..... \$60,000**

Aviation fuel is purchased from AV Fuel, Inc. The City sells approximately 13,000 gallons of fuel per year at a profit of approximately \$0.40/gallon.

**819 - Environmental ..... \$250**

This expenditure covers the cost of any possible testing and monitoring of the aviation fuel tanks.

**860 - Motor Pool ..... \$7,000**

Covers equipment usage for mowing, plowing, and general maintenance.

**970 - Capital Outlay/Equipment ..... \$1,000**

Miscellaneous small items.

**975 - Airport Improvements ..... \$25,000**

Covered in this line item is fence relocation and repair and pavement marking, with other improvements

# DEBT SUMMARY

**Budget Year Ending - 30 April 2021  
FYE 2021**

| Description of Debt   | Interest Rate | Fund Servicing Debt | Debt Outstanding<br>30 April<br>2020 | FYE 4/30/20<br>Debt Service Payment |                |
|---|---------------|---------------------|--------------------------------------|-------------------------------------|----------------|
|   |               |                     |                                      | Principal                           | Interest       |
| Drinking Water<br>Revolving Fund<br>- Final Payment<br>FYE 2023 | 2.50 %        | Water               | 325,000                              | 105,000                             | 8,125          |
| State Revolving<br>Fund<br>- Final Payment<br>FYE 2026          | 2.125%        | Wastewater          | 2,868,091                            | 460,000                             | 60,947         |
| City Facilities<br>- Final Payment<br>FYE 2037                  | 2.74513%      | General             | 6,175,000                            | 280,000                             | 171,038        |
| Special Assessment<br>- Water<br>- Final Payment<br>FYE 2039    | 3.5%          | General             | 293,874                              | 10,325                              | 9,525          |
| <b>Total—Debt Service</b>                                       |               |                     | <b>9,661,965</b>                     | <b>855,325</b>                      | <b>249,635</b> |
| <b>GRAND TOTAL—DEBT SERVICE PAYMENTS</b>                        |               |                     |                                      | <b>1,104,960</b>                    |                |

# CITY FACILITIES CONSTRUCTION FUND

**Fund Code: 470  
REVENUES**

See page 78 on History

| Code         | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE<br>2021 |
|--------------|-----------------------------|------------------------|-----------------------|---------------|-------------------------|
|              |                             |                        | Budgeted              | Projected     |                         |
| <b>030</b>   | <b>REVENUES</b>             |                        |                       |               |                         |
| 400          | Allocated from Fund Balance | 0                      | 35,000                | 0             | 25,000                  |
| 664          | Interest Earnings           | 20,206                 | 15,000                | 16,000        | 15,000                  |
| <b>TOTAL</b> |                             | <b>20,206</b>          | <b>50,000</b>         | <b>16,000</b> | <b>40,000</b>           |

| Summary                            | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 241,331              | 234,944                | 240,944                 |
| Revenues Over (Under) Expenditures | (6,387)              | 6,000                  | (25,000)                |
| Fund Balance, End of Year          | 234,944              | 240,944                | 215,944                 |

# CITY FACILITIES CONSTRUCTION FUND

**Fund Code: 470  
EXPENDITURES**

See page 79 on History

| Code         | Account Title                | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE<br>2021 |
|--------------|------------------------------|------------------------|-----------------------|---------------|-------------------------|
|              |                              |                        | Budgeted              | Projected     |                         |
| 040          | <b>EXPENDITURES</b>          |                        |                       |               |                         |
| 970          | Construction City Facilities | 26,593                 | 50,000                | 10,000        | 40,000                  |
| <b>TOTAL</b> |                              | <b>26,593</b>          | <b>76,593</b>         | <b>10,000</b> | <b>40,000</b>           |

*970 – Construction City Facilities.....\$40,000*

Included in this line item are engineering services and museum and technology costs to complete the City Facilities Construction Project.

**CITY FACILITIES  
DEBT FUND  
Fund Code: 370  
REVENUES**

See page 66 on History

| Code         | Account Title                | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE<br>2021 |
|--------------|------------------------------|------------------------|-----------------------|----------------|-------------------------|
|              |                              |                        | Budgeted              | Projected      |                         |
| <b>030</b>   | <b>REVENUES</b>              |                        |                       |                |                         |
| 400          | Allocated from Fund Balance  | 0                      | 10,482                | 18,129         | 0                       |
| 402          | Current Year Tax Collections | 430,638                | 430,856               | 423,209        | 452,526                 |
| <b>TOTAL</b> |                              | <b>430,638</b>         | <b>441,338</b>        | <b>441,338</b> | <b>452,526</b>          |
|              |                              |                        |                       |                |                         |

| Summary                            | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|------------------------------------|----------------------|------------------------|-------------------------|
| Fund Balance, Beginning of Year    | 21,863               | 30,363                 | 12,234                  |
| Revenues Over (Under) Expenditures | 8,500                | (18,129)               | 1,488                   |
| Fund Balance, End of Year          | 30,363               | 12,234                 | 13,722                  |

**CITY FACILITIES  
DEBT FUND**

**Fund Code: 370  
EXPENDITURES**

See page 67 on History

| Code         | Account Title       | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE<br>2021 |
|--------------|---------------------|------------------------|-----------------------|----------------|-------------------------|
|              |                     |                        | Budgeted              | Projected      |                         |
| 040          | <b>EXPENDITURES</b> |                        |                       |                |                         |
| 970          | Interest Expense    | 182,138                | 176,338               | 176,338        | 171,038                 |
| 990          | Principal           | 240,000                | 265,000               | 265,000        | 280,000                 |
| <b>TOTAL</b> |                     | <b>422,138</b>         | <b>441,338</b>        | <b>441,338</b> | <b>451,038</b>          |

# WATER/WASTEWATER PERSONNEL

**Mark Fowler.....Water/Wastewater Superintendent**

A - Wastewater  
S - 2 Water Distribution  
D - 2 Water Treatment

Eric Kujawski.....

Operator  
D - Wastewater  
S - 3 Water Distribution  
D - 3 Water Treatment

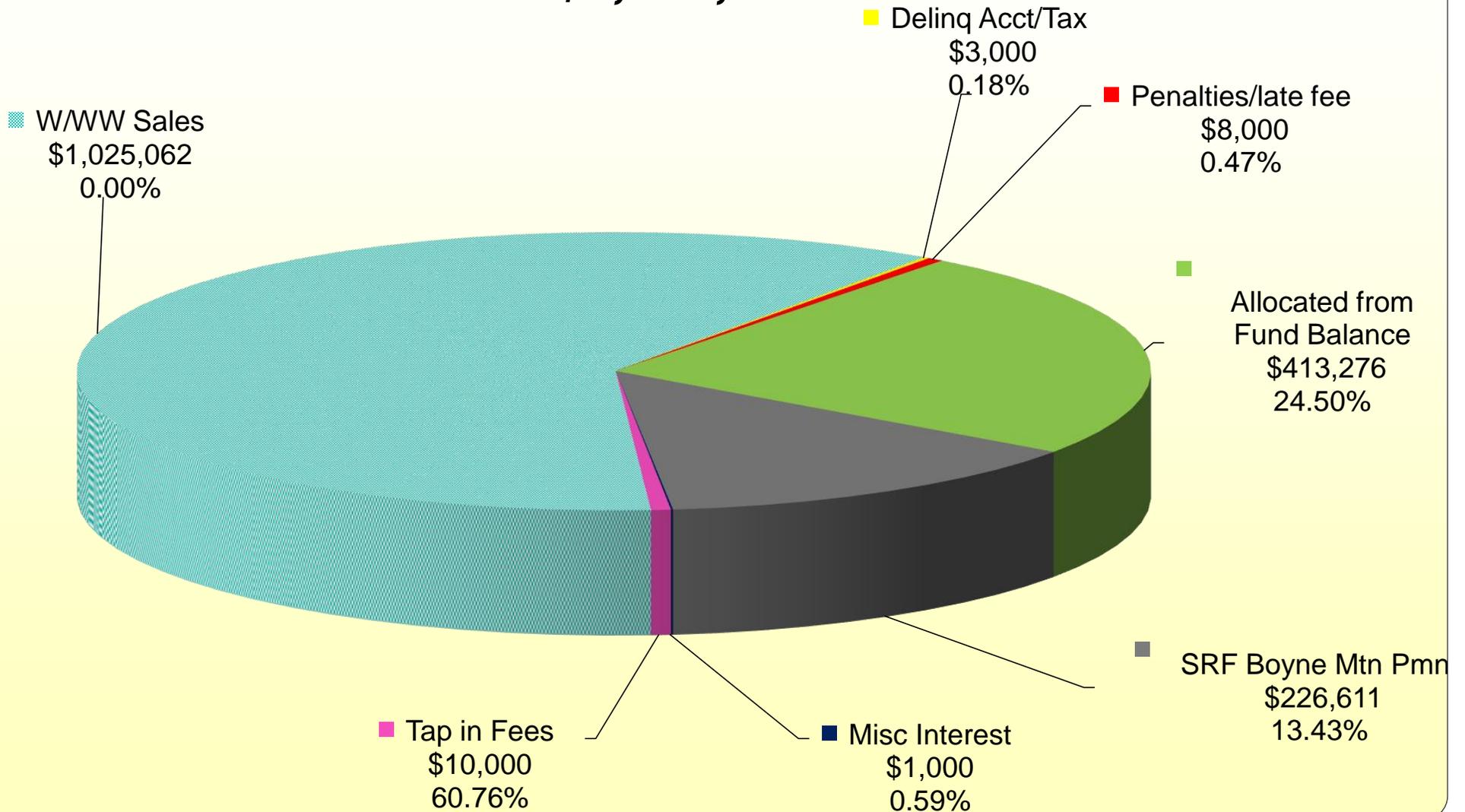
Derek Brennan.....

Operator  
Wastewater  
S - 4 Water Distribution  
Water Treatment

Dennis Boyd.....

Operator  
D - Wastewater  
S - 3 Water Distribution  
D - 3 Water Treatment

# WASTE WATER FUND FYE 2021 REVENUES \$1,686,949



# WASTEWATER DEPARTMENT

Wastewater Fund  
Fund Code: 590 030  
Revenues

See page 80 on 12 Yr History

| Code    | Account Title                  | Prior Year<br>FYE 2019 | Current Year FYE 2020 |                  | Proposed<br>FYE 2021 |
|---------|--------------------------------|------------------------|-----------------------|------------------|----------------------|
|         |                                |                        | Budgeted              | Projected        |                      |
| 400     | Allocated from Fund Balance    | 0                      | 300,485               | 357,590          | 413,276              |
| 403     | Delinquent Account/Tax Roll    | 1,062                  | 3,000                 | 3,000            | 3,000                |
| 577     | Boyne USA Grant Reimbursement  | 2,520                  | 0                     | 0                | 0                    |
| 581     | Grants / CDBG                  | 0                      | 494,000               | 494,000          | 0                    |
| 581.100 | SAW Grant Revenues             | 375,326                | 171,187               | 171,187          | 0                    |
| 640     | Sommerset Reserve              | (12,513)               | 0                     | 0                | 0                    |
| 641     | Wastewater User fees           | 1,133,002              | 1,010,762             | 1,010,762        | 1,021,062            |
| 642     | Charges/Service/Other fees     | 1,954                  | 4,000                 | 4,000            | 4,000                |
| 643     | Penalties/late fees            | 8,781                  | 8,000                 | 8,000            | 8,000                |
| 644     | Sewer- charges/Services & Fees | 0                      | 0                     | 0                | 0                    |
| 648     | Tap in Fees - Water            | 22,820                 | 10,000                | 10,000           | 10,000               |
| 664     | Interest Earnings              | 1,144                  | 1,700                 | 1,700            | 1,000                |
| 691     | SRF Loan Payment - Boyne Mtn.  | 226,139                | 226,422               | 226,422          | 226,611              |
|         | <b>GRAND TOTAL</b>             | <b>1,760,235</b>       | <b>2,229,556</b>      | <b>2,286,661</b> | <b>1,686,949</b>     |

**A. MISSION STATEMENT**

**WASTEWATER DEPARTMENT**

*Provide the wastewater customers of our area the best environmental method to transport and treat the wastewater in the most efficient and economical manner.*

**B. LINE-ITEM CLARIFICATION**

**403 - Delinquent Account Tax Roll.....\$3,000**

This line item accounts for revenue that is received when water/wastewater bills are not paid and, as outlined by City ordinance, are added to the tax roll.

**641 - Wastewater User Fees.....\$1,021,062**

This line item represents revenue from wastewater sales.

**643 - Water/Wastewater Bill Penalties .....\$8,000**

This line item accounts for revenue from late charges on water/wastewater billings.

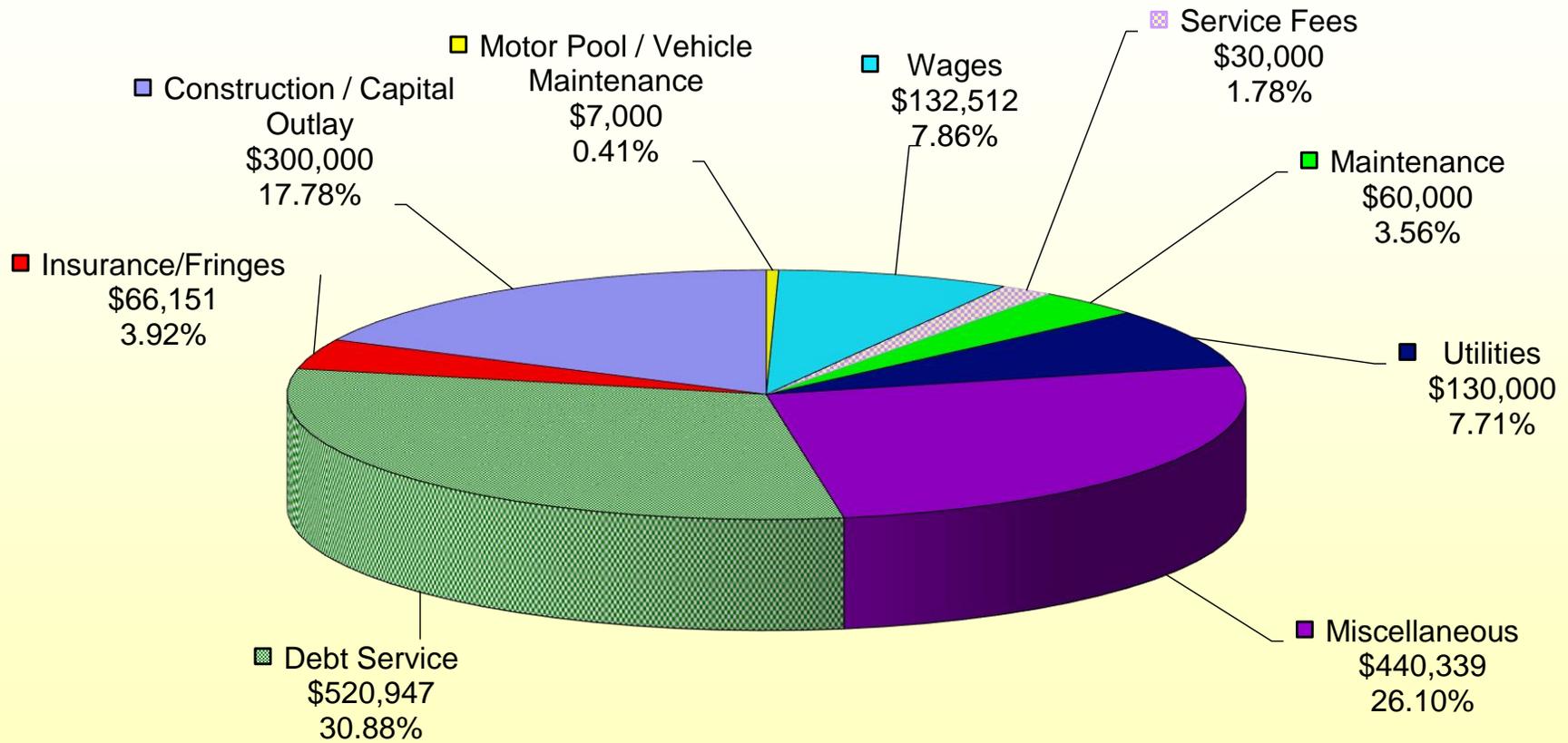
**648 - Tap-in Fees..... \$10,000**

This line item represents revenue from the access fees charged to new customers who connect to the wastewater systems.

**691 - SRF Loan Payment - Boyne Mtn. ....\$226,611**

This line item accounts for the reimbursement from Boyne Mountain for their portion of the wastewater plant improvements. This is based on the current estimates of flow projections.

# WASTEWATER FYE 2021 Expenditures \$1,686,949



# WASTEWATER DEPARTMENT

Water/Wastewater Fund

Fund Code: 590-590

Expenditures

See page 82 on 12 Yr History

| Code | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|------|-----------------------------|------------------------|-----------------------|-----------|----------------------|
|      |                             |                        | Budgeted              | Projected |                      |
| 705  | Salaries/Wages              | 95,771                 | 109,266               | 109,266   | 113,512              |
| 709  | Overtime                    | 9,825                  | 9,000                 | 9,000     | 9,000                |
| 711  | Safety Equipment            | 754                    | 750                   | 750       | 750                  |
| 712  | Insurance: Life & AD&D      | 299                    | 200                   | 250       | 200                  |
| 713  | Insurance: Medical          | 27,744                 | 26,164                | 26,164    | 22,842               |
| 714  | Social Security             | 9,076                  | 8,588                 | 8,588     | 8,837                |
| 715  | Pension                     | (51,029)               | 30,000                | 30,000    | 30,000               |
| 716  | Unemployment Compensation   | 12                     | 11                    | 11        | 11                   |
| 719  | Vacation/sick time          | 14,088                 | 10,000                | 10,000    | 10,000               |
| 726  | Supplies – lab              | 4,988                  | 6,000                 | 6,500     | 7,000                |
| 727  | Supplies - general          | 5,201                  | 7,500                 | 7,500     | 7,500                |
| 730  | Repairs/Maintenance         | 64,376                 | 60,000                | 73,000    | 60,000               |
| 731  | Postage                     | 1,411                  | 1,600                 | 1,600     | 1,600                |
| 735  | Gas & Oil                   | 2,764                  | 4,000                 | 4,500     | 4,000                |
| 740  | Telephone/Utilities         | 124,468                | 130,000               | 130,000   | 130,000              |
| 745  | Chemicals                   | 40,456                 | 35,000                | 35,000    | 42,000               |
| 750  | Administrative Service Fees | 30,000                 | 30,000                | 30,000    | 30,000               |
| 802  | Legal Fees                  | 0                      | 1,000                 | 1,000     | 1,000                |
| 808  | Accounting/Audit Fees       | 0                      | 1,000                 | 1,000     | 1,000                |

|              |                                |                  |                  |                  |                  |
|--------------|--------------------------------|------------------|------------------|------------------|------------------|
| 809          | Environmental Service Fees     | 8,839            | 11,000           | 11,000           | 11,000           |
| 818          | Engineering                    | 3,000            | 40,000           | 36,200           | 40,000           |
| 819          | SRF                            | 0                | 500              | 500              | 0                |
| 860          | Motor Pool                     | 9,160            | 7,000            | 4,000            | 7,000            |
| 861          | Vehicle Expense                | 2,623            | 3,000            | 1,000            | 3,000            |
| 870          | Education/Travel/Membership    | 1,428            | 3,000            | 1,800            | 3,000            |
| 900          | Publishing                     | 0                | 250              | 250              | 250              |
| 910          | Insurance: Liability/Equipment | 6,993            | 9,000            | 9,000            | 9,000            |
| 911          | Workers Compensation           | 3,546            | 2,700            | 3,400            | 3,500            |
| 968          | Depreciation Expense           | 301,556          | 310,000          | 310,000          | 310,000          |
| 969          | Equip/Vehicle Replacement      | 0                | 0                | 0                | 300,000          |
| 970          | Capital Outlay                 | 22,391           | 187,330          | 114,843          | 0                |
| 971          | SAW Grant Expenditures         | 280,236          | 171,187          | 171,187          | 0                |
| 981          | Sewer Line Construction        | 0                | 494,000          | 618,842          | 0                |
| 990          | SRF Principal                  | 0                | 450,000          | 450,000          | 460,000          |
| 991          | SRF Interest                   | 79,080           | 70,510           | 70,510           | 60,947           |
| <b>TOTAL</b> |                                | <b>1,099,056</b> | <b>2,229,556</b> | <b>2,286,661</b> | <b>1,686,949</b> |

**A. MISSION STATEMENT**

*To provide the wastewater customers of our area the best environmental method to transport and treat the wastewater in the most efficient and economical manner.*

**B. LINE-ITEM CLARIFICATION**

**727 - Supplies ..... \$7,500**

This line item is for materials which are routinely purchased to operate and maintain the wastewater system, including sewer pipe, manhole parts, clamps, etc.

**730 - Repairs/Maintenance ..... \$60,000**

This line item is for repair materials for the wastewater plant and collection system, including bearings, u-joints, pump parts, electric motors, etc.

**745 - Chemicals..... \$42,000**

Ferric chloride, used in the wastewater treatment to remove phosphorus, is the major chemical expense. Other chemicals used are chlorine and hydrogen chloride gas.

**818 - Engineering..... \$40,000**

This line item includes \$40,000 for engineering services for the Rivermouth Pump station upgrade.

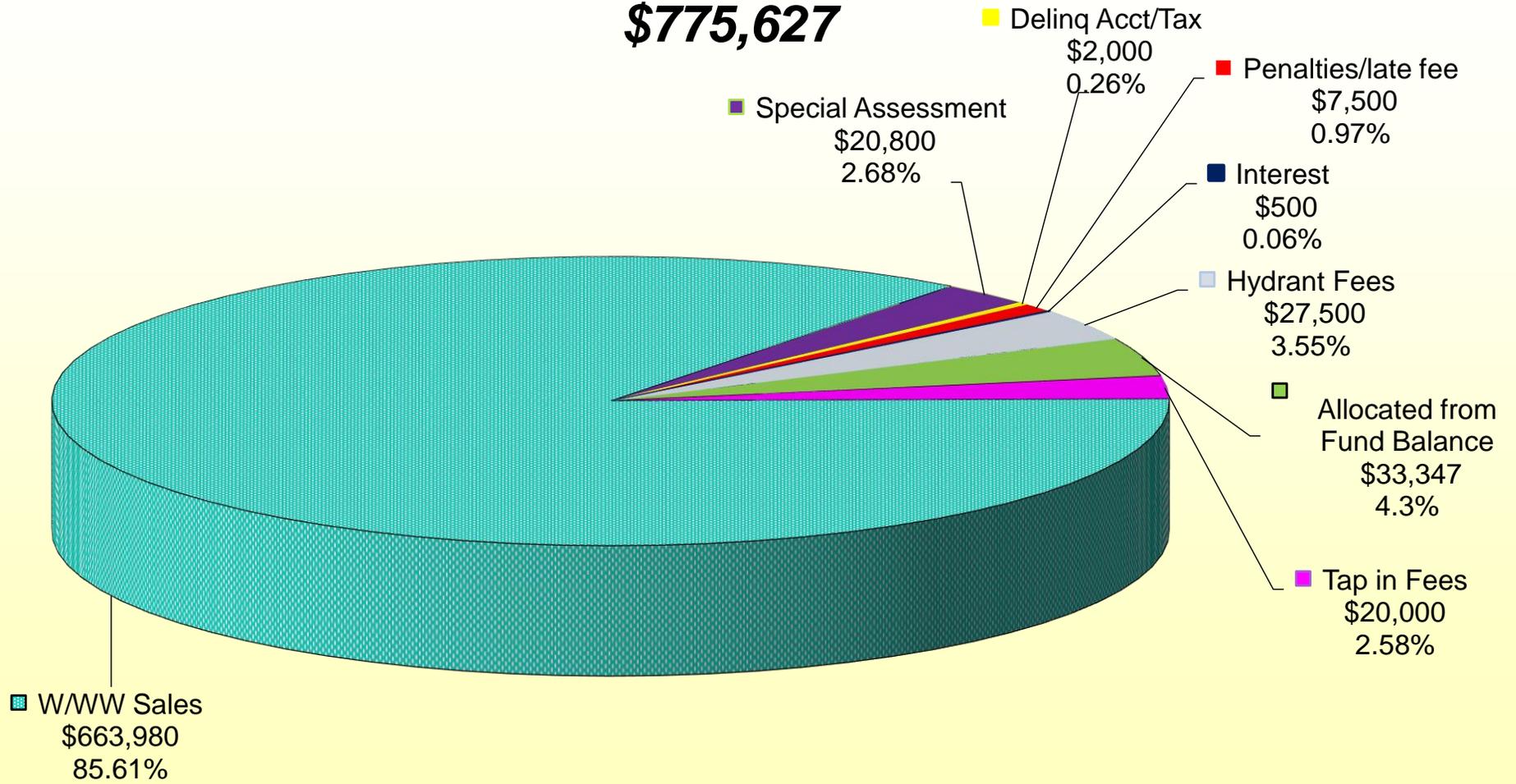
**809 - Environmental Service Fees..... \$ 11,000**

Due to requirements of state and federal statutes, including the Clean Water Act and the Industrial Pre-Treatment Program, lab testing fees must be budgeted. Laboratory charges for the Industrial Pre-Treatment Program are passed on to the industry producing the waste.

**990-991 -SRF ..... \$520,947**

This line items is for payments for the bonds used to finance the building of the new wastewater treatment facility.

# WATER FUND FYE 2021 REVENUES \$775,627



# WATER DEPARTMENT

Water Fund  
Fund Code: 592 032  
Revenues

See page 86 on 12 Yr History

| Code | Account Title                 | Prior Year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|------|-------------------------------|------------------------|-----------------------|----------------|----------------------|
|      |                               |                        | Budgeted              | Projected      |                      |
| 400  | Allocation from Cur Yr Fd Bal | 0                      | 179,606               | 60,191         | 33,347               |
| 403  | Delinquent Account/Tax Roll   | 1,062                  | 2,000                 | 2,000          | 2,000                |
| 641  | Water User fees               | 699,796                | 655,178               | 655,178        | 661,730              |
| 642  | Charges/Services/Other fees   | 2,819                  | 2,000                 | 2,000          | 2,000                |
| 643  | Penalties/late fees           | 7,544                  | 7,500                 | 7,500          | 7,500                |
| 645  | Fire Hydrant Fees             | 27,500                 | 27,500                | 27,500         | 27,750               |
| 648  | Tap-in (Access) Fees          | 26,543                 | 20,000                | 20,000         | 20,000               |
| 664  | Interest Earnings             | 0                      | 500                   | 500            | 500                  |
| 672  | Special Assessment            | 0                      | 20,800                | 20,800         | 20,800               |
|      | <b>TOTAL</b>                  | <b>765,264</b>         | <b>915,084</b>        | <b>795,669</b> | <b>775,627</b>       |

**LINE-ITEM CLARIFICATION - Revenues**

**403 - Delinquent Account Tax Roll ..... \$2,000**

This line item accounts for revenue that is received when water/wastewater bills are not paid and, as outlined by City ordinance, are added to the tax roll.

**641 - Water User Fees ..... \$661,730**

This line item represents revenue from water sales.

**643 - Water/Wastewater Bill Penalties ..... \$7,500**

This line item accounts for revenue from late charges on water/wastewater billings.

**645 - Fire Hydrant Rental ..... \$27,750**

This charge to the Fire Department is for maintenance, repairs, and replacement of the 218 fire hydrants throughout the City.

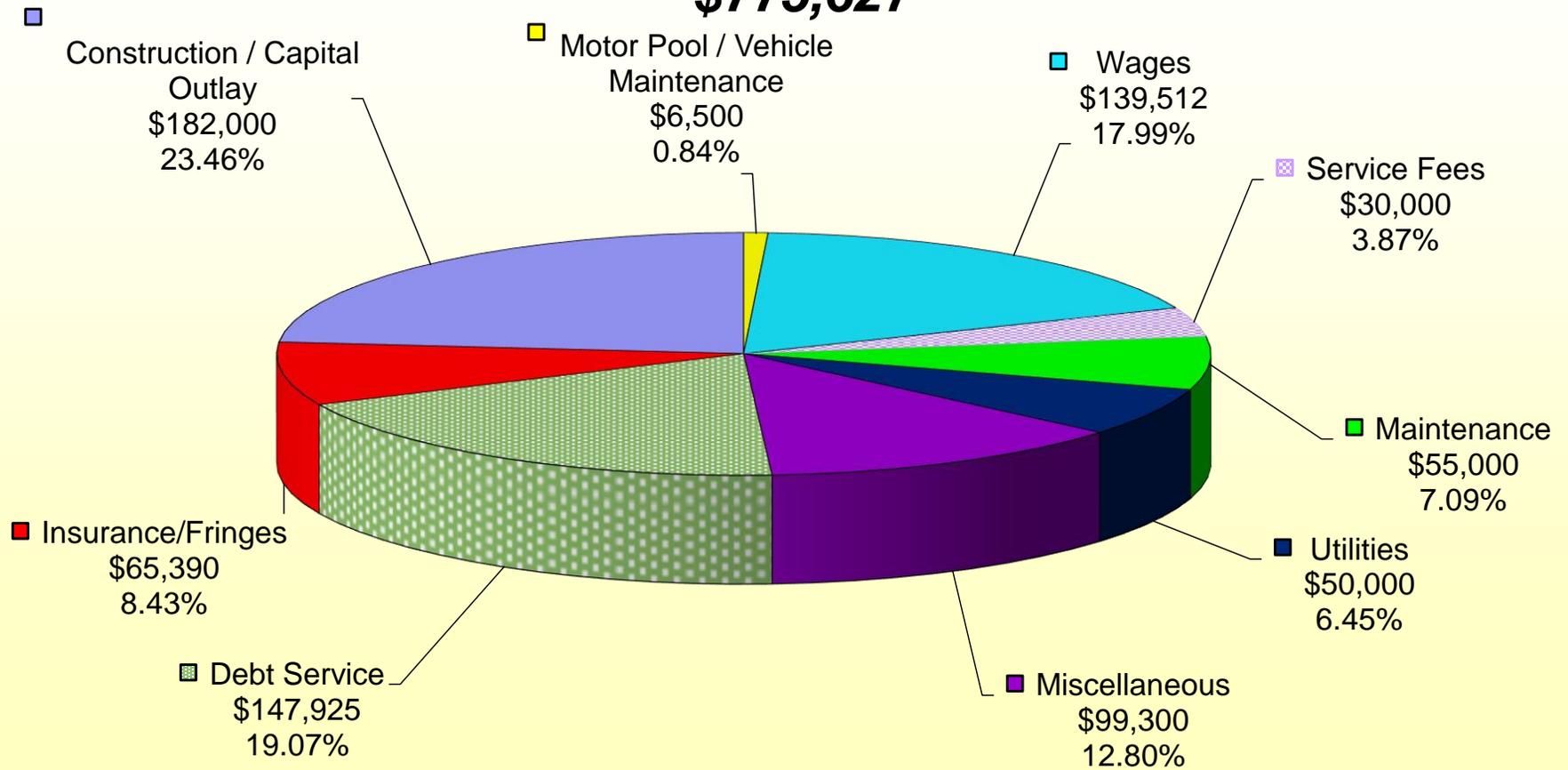
**648 - Tap-in Fees ..... \$20,000**

This line item represents revenue from the access fees charged to new customers who connect to the water systems.

# **WATER**

## **FYE 2021 Expenditures**

### **\$775,627**



# WASTEWATER DEPARTMENT

Water/Wastewater Fund

Fund Code: 590-590

Expenditures

See page 82 on 12 Yr History

| Code | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|------|-----------------------------|------------------------|-----------------------|-----------|----------------------|
|      |                             |                        | Budgeted              | Projected |                      |
| 705  | Salaries/Wages              | 95,771                 | 109,266               | 109,266   | 113,512              |
| 709  | Overtime                    | 9,825                  | 9,000                 | 9,000     | 9,000                |
| 711  | Safety Equipment            | 754                    | 750                   | 750       | 750                  |
| 712  | Insurance: Life & AD&D      | 299                    | 200                   | 250       | 200                  |
| 713  | Insurance: Medical          | 27,744                 | 26,164                | 26,164    | 22,842               |
| 714  | Social Security             | 9,076                  | 8,588                 | 8,588     | 8,837                |
| 715  | Pension                     | (51,029)               | 30,000                | 30,000    | 30,000               |
| 716  | Unemployment Compensation   | 12                     | 11                    | 11        | 11                   |
| 719  | Vacation/sick time          | 14,088                 | 10,000                | 10,000    | 10,000               |
| 726  | Supplies – lab              | 4,988                  | 6,000                 | 6,500     | 7,000                |
| 727  | Supplies - general          | 5,201                  | 7,500                 | 7,500     | 7,500                |
| 730  | Repairs/Maintenance         | 64,376                 | 60,000                | 73,000    | 60,000               |
| 731  | Postage                     | 1,411                  | 1,600                 | 1,600     | 1,600                |
| 735  | Gas & Oil                   | 2,764                  | 4,000                 | 4,500     | 4,000                |
| 740  | Telephone/Utilities         | 124,468                | 130,000               | 130,000   | 130,000              |
| 745  | Chemicals                   | 40,456                 | 35,000                | 35,000    | 42,000               |
| 750  | Administrative Service Fees | 30,000                 | 30,000                | 30,000    | 30,000               |
| 802  | Legal Fees                  | 0                      | 1,000                 | 1,000     | 1,000                |
| 808  | Accounting/Audit Fees       | 0                      | 1,000                 | 1,000     | 1,000                |

|              |                                |                  |                  |                  |                  |
|--------------|--------------------------------|------------------|------------------|------------------|------------------|
| 809          | Environmental Service Fees     | 8,839            | 11,000           | 11,000           | 11,000           |
| 818          | Engineering                    | 3,000            | 40,000           | 36,200           | 40,000           |
| 819          | SRF                            | 0                | 500              | 500              | 0                |
| 860          | Motor Pool                     | 9,160            | 7,000            | 4,000            | 7,000            |
| 861          | Vehicle Expense                | 2,623            | 3,000            | 1,000            | 3,000            |
| 870          | Education/Travel/Membership    | 1,428            | 3,000            | 1,800            | 3,000            |
| 900          | Publishing                     | 0                | 250              | 250              | 250              |
| 910          | Insurance: Liability/Equipment | 6,993            | 9,000            | 9,000            | 9,000            |
| 911          | Workers Compensation           | 3,546            | 2,700            | 3,400            | 3,500            |
| 968          | Depreciation Expense           | 301,556          | 310,000          | 310,000          | 310,000          |
| 969          | Equip/Vehicle Replacement      | 0                | 0                | 0                | 300,000          |
| 970          | Capital Outlay                 | 22,391           | 187,330          | 114,843          | 0                |
| 971          | SAW Grant Expenditures         | 280,236          | 171,187          | 171,187          | 0                |
| 981          | Sewer Line Construction        | 0                | 494,000          | 618,842          | 0                |
| 990          | SRF Principal                  | 0                | 450,000          | 450,000          | 460,000          |
| 991          | SRF Interest                   | 79,080           | 70,510           | 70,510           | 60,947           |
| <b>TOTAL</b> |                                | <b>1,099,056</b> | <b>2,229,556</b> | <b>2,286,661</b> | <b>1,686,949</b> |

**A. MISSION STATEMENT**

*To provide the wastewater customers of our area the best environmental method to transport and treat the wastewater in the most efficient and economical manner.*

**B. LINE-ITEM CLARIFICATION**

**727 - Supplies ..... \$7,500**

This line item is for materials which are routinely purchased to operate and maintain the wastewater system, including sewer pipe, manhole parts, clamps, etc.

**730 - Repairs/Maintenance ..... \$60,000**

This line item is for repair materials for the wastewater plant and collection system, including bearings, u-joints, pump parts, electric motors, etc.

**745 - Chemicals..... \$42,000**

Ferric chloride, used in the wastewater treatment to remove phosphorus, is the major chemical expense. Other chemicals used are chlorine and hydrogen chloride gas.

**818 - Engineering..... \$40,000**

This line item includes \$40,000 for engineering services for the Rivermouth Pump station upgrade.

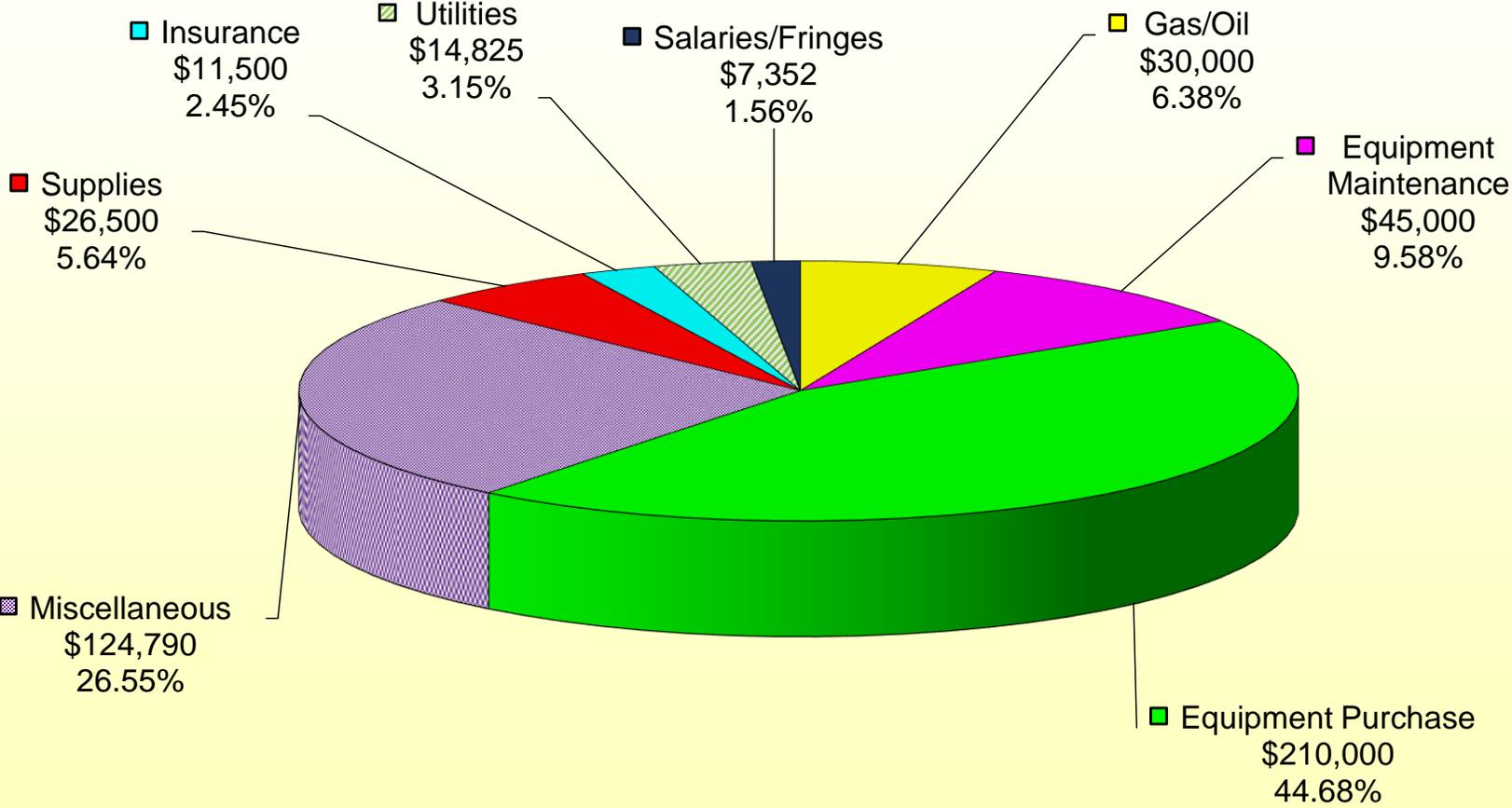
**809 - Environmental Service Fees..... \$ 11,000**

Due to requirements of state and federal statutes, including the Clean Water Act and the Industrial Pre-Treatment Program, lab testing fees must be budgeted. Laboratory charges for the Industrial Pre-Treatment Program are passed on to the industry producing the waste.

**990-991 -SRF ..... \$520,947**

This line items is for payments for the bonds used to finance the building of the new wastewater treatment facility.

# Motor Pool FYE 2021 Expenditures Total \$469,967



# MOTOR POOL

Fund Code: 661-030

Revenues

See page 89 on 12 Yr History

| Code         | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE<br>2021 |
|--------------|-----------------------------|------------------------|-----------------------|----------------|-------------------------|
|              |                             |                        | Budgeted              | Projected      |                         |
| 400          | Allocated from Fund Balance | 0                      | 165,514               | 0              | 111,026                 |
| 608          | Billings to W/WW            | 116                    | 9,500                 | 600            | 250                     |
| 609          | Billings to Major Streets   | 100,395                | 80,000                | 80,672         | 110,114                 |
| 610          | Billings to Local Streets   | 107,198                | 101,600               | 102,694        | 129,857                 |
| 611          | Billings to General Fund    | 71,688                 | 75,700                | 82,353         | 77,220                  |
| 612          | Billings to Airport Fund    | 4,326                  | 8,000                 | 8,000          | 8,000                   |
| 614          | Billings to Marina Fund     | 3,935                  | 3,500                 | 1,305          | 3,500                   |
| 615          | Billings to Cemetery Fund   | 6,644                  | 8,000                 | 8,000          | 8,000                   |
| 673          | Equipment Sales             | 0                      | 5,000                 | 15,500         | 10,000                  |
| 690          | Miscellaneous Income        | 9,261                  | 12,000                | 9,049          | 12,000                  |
| <b>TOTAL</b> |                             | <b>303,563</b>         | <b>468,814</b>        | <b>308,173</b> | <b>469,967</b>          |

# MOTOR POOL

Fund Code: 661-040

## Expenditures

See page 90 on 12 Yr History

| Code         | Account Title                   | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE<br>2021 |
|--------------|---------------------------------|------------------------|-----------------------|----------------|-------------------------|
|              |                                 |                        | Budgeted              | Projected      |                         |
| 705          | Salaries/Wages                  | 985                    | 1,500                 | 4,418          | 1,658                   |
| 706          | Salaries – Compost              | 9,143                  | 5,000                 | 6,586          | 5,194                   |
| 709          | Overtime                        | 65                     | 5,000                 | 500            | 500                     |
| 713          | Insurance: Medical              | 483                    | 1,248                 | 2,210          | 2,210                   |
| 714          | Social Security                 | 767                    | 566                   | 1,180          | 1,180                   |
| 715          | Pension                         | 17,726                 | 20,000                | 23,900         | 23,900                  |
| 727          | Supplies                        | 32,691                 | 27,000                | 25,860         | 26,500                  |
| 730          | Repairs/Maintenance             | 44,386                 | 45,000                | 10,000         | 45,000                  |
| 735          | Gas and Oil                     | 33,261                 | 30,000                | 20,000         | 30,000                  |
| 740          | Telephone/Utilities             | 20,591                 | 17,000                | 14,825         | 14,825                  |
| 750          | Admin Service Fees              | 5,500                  | 5,500                 | 5,500          | 5,500                   |
| 818          | Contracted Services             | 29,342                 | 30,000                | 29,400         | 29,400                  |
| 910          | Insurance: Liability/Equipment  | 7,231                  | 11,000                | 11,315         | 11,500                  |
| 911          | Insurance: Workers Compensation | 0                      | 1,000                 | 600            | 600                     |
| 968          | Depreciation                    | 121,386                | 62,000                | 62,000         | 62,000                  |
| 970          | Equipment Purchase              | 13,701                 | 207,000               | 86,600         | 210,000                 |
| <b>TOTAL</b> |                                 | <b>337,258</b>         | <b>468,814</b>        | <b>304,894</b> | <b>469,967</b>          |

| Summary                            | Prior<br>FYE 2019 | Current<br>FYE 2020 | Proposed<br>FYE 2021 |
|------------------------------------|-------------------|---------------------|----------------------|
| Net Assets, Beginning of Year      | 1,366,796         | 1,333,102           | 1,336,381            |
| Revenues Over (Under) Expenditures | (33,697)          | 3,279               | 0                    |
| Net Assets, End of Year            | 1,333,102         | 1,336,381           | 1,336,381            |

**A. MISSION STATEMENT**

*To efficiently maintain and provide for the replacement of the Public Works Department's fleet of vehicles, equipment, and supplies necessary to the operations of the City.*

**B. PERSONNEL**

Tim Faas ..... Supervisor  
Darcy Kotalik ..... Streets Foreman

A system of rental rates, set by the Michigan Department of Transportation, determines what each department must reimburse the motor pool when it rents a particular piece of equipment. This rental rate is designed to make the motor pool self-sufficient by providing funds to pay for the fuel to operate the equipment, repairs and maintenance of the equipment, and the capital to purchase new and replacement equipment.

The motor pool continues to improve its operation. Due to a concerted effort to account for the use of all motor pool and non-motor pool equipment, accurate charges for repairs and services are billed to the appropriate departments. Staff has been diligent in repair work as well as continual preventative maintenance. We are thus able to continually reduce supplies and equipment maintenance costs.

**C. LINE-ITEM CLARIFICATION**

**727 - Supplies ..... \$ 26,500**

**730 - Repairs/Maintenance..... \$45,000**

These categories include all the materials, parts, and contracted work necessary to keep the equipment in operating condition, such as tune-ups, repairs, tire changes, etc.

**735 - Gas and Oil..... \$30,000**

**750 - Administrative Service Fee .....\$5,500**

This payment to the General Fund is for accounting, payroll, clerical, and billing services.

**818 - Contracted Service..... \$29,400**

A number of years ago, a decision was made to contract out vehicle maintenance and repairs. This cost varies quite a bit year over so, so an average was used for 2020/2021.

**970 - Capital Outlay .....\$210,000**

A. Plow Truck #1 replacement (2004 IHC) deferred from 2019-2020.....\$150,858

B. ½ Ton Truck #75 replacement (2005 Ford) ..... \$23,929

C. Kubota Tractor replacement with cab, mower deck & snow blower ..... \$35,374

The cash balance in the fund will be used for the purchases and revenues over the useful life of the equipment will repay the fund over time.

**DOWNTOWN DEVELOPMENT AUTHORITY**  
**DDA FUND**  
**Fund Code: 248**  
**REVENUES**

See page 56 on 12 Yr History

| Code         | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE<br>2021 |
|--------------|-----------------------------|------------------------|-----------------------|----------------|-------------------------|
|              |                             |                        | Budgeted              | Projected      |                         |
| <b>030</b>   | <b>REVENUES</b>             |                        |                       |                |                         |
| 400          | Allocated from Fund Balance | 0                      | 19,156                | 339,608        | 0                       |
| 405          | Property Tax Collections    | 285,413                | 292,263               | 270,233        | 301,031                 |
| 579          | Grants: State               | 0                      | 0                     | 25,924         | 37,000                  |
| 670          | Committee Revenues          | 26,025                 | 15,000                | 15,000         | 15,000                  |
| 670.100      | Boyne Appetit               | (3,925)                | 4,000                 | 0              | 0                       |
| 670          | Walkabout Sculpture Show    | 1,715                  | 3,000                 | 0              | 0                       |
| 676          | Special Events – Poker Run  | 73,686                 | 40,000                | 42,878         | 40,000                  |
| <b>TOTAL</b> |                             | <b>382,914</b>         | <b>373,419</b>        | <b>693,643</b> | <b>393,031</b>          |
|              |                             |                        |                       |                |                         |

| Summary                               | Prior<br>FYE 2019 | Current<br>FYE 2020 | Proposed<br>FYE 2021 |
|---------------------------------------|-------------------|---------------------|----------------------|
| Fund Balance, Beginning of Year       | 386,796           | 486,812             | 147,204              |
| Revenues Over (Under)<br>Expenditures | (100,016)         | (339,608)           | 5,562                |
| Fund Balance, End of Year             | 486,812           | 147,204             | 152,766              |

**A. LINE ITEM CLARIFICATION**

**405 - Tax Revenues ..... \$ 301,031**

The DDA generates revenue from increases in taxable value within the DDA District that occur after the district was established (1993). It levies a millage equal to those that would ordinarily be levied by other taxing authorities within the district; in other words, these other taxing units forego their increased tax collections in order that the DDA can capture them for improvements within the district. The DDA currently raises income based upon a levy of 24.2296 mills.

**579 – State Grant Revenue.....\$ 37,000**

**670 – Committee Revenues.....\$15,000**

This line item is to cover revenues generated by the four standing Main Street program committees including Design, Economic Vitality, Promotion, and Organization.

**Mission Statement:**

*Through community partnerships and a shared vision for the future, work to keep downtown Boyne City vibrant and successful while preserving its historic heritage and supporting sustainable projects.*

# DOWNTOWN DEVELOPMENT AUTHORITY

## DDA FUND

Fund Code: 248

### EXPENDITURES

See page 57 on 12 Yr History

| Code | Account Title                   | Prior year<br>FYE 2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|------|---------------------------------|------------------------|-----------------------|-----------|----------------------|
|      |                                 |                        | Budgeted              | Projected |                      |
| 731  | EXPENDITURES                    |                        |                       |           |                      |
| 705  | Salaries/Wages                  | 57,118                 | 64,262                | 58,209    | 69,039               |
| 712  | Insurance: Life/AD&D            | 281                    | 250                   | 250       | 250                  |
| 713  | Medical Insurance               | 7,056                  | 7,056                 | 7,056     | 7,056                |
| 714  | Social Security                 | 5,087                  | 4,884                 | 4,884     | 5,486                |
| 715  | Pension Costs                   | (912)                  | 4,242                 | 4,242     | 4,368                |
| 716  | Unemployment                    | 9                      | 10                    | 10        | 10                   |
| 719  | Sick/Vacation                   | 2,329                  | 3,058                 | 6,000     | 3,150                |
| 727  | Office Supplies                 | 506                    | 1,000                 | 750       | 750                  |
| 728  | Office Operating Expense        | 79                     | 0                     | 0         | 0                    |
| 730  | Repairs and Maintenance         | 985                    | 2,000                 | 0         | 0                    |
| 732  | Membership Dues                 | 3,350                  | 3,350                 | 3,350     | 3,350                |
| 740  | Utilities/Internet Service      | 879                    | 732                   | 919       | 960                  |
| 750  | Administrative Service Fee      | 7,500                  | 7,500                 | 7,500     | 7,500                |
| 760  | Design Committee Expenses       | 7,255                  | 2,250                 | 2,250     | 1,750                |
| 762  | Design Capital Improvements     | 10,883                 | 77,500                | 65,177    | 48,000               |
| 763  | Streetscape Amenities           | 25,389                 | 30,000                | 26,000    | 29,500               |
| 782  | Business Recruitment/Retentions | 68                     | 8,500                 | 17,924    | 30,000               |

|              |                                 |                |                |                |                |
|--------------|---------------------------------|----------------|----------------|----------------|----------------|
| 810          | Committee/Event Expenses        | 200            | 0              | 0              | 0              |
| 812          | Organization Committee Expenses | 9,260          | 1,500          | 3,000          | 18,900         |
| 870          | Education/Travel                | 4,355          | 5,925          | 4,500          | 13,000         |
| 900          | Advertising/Publishing          | 9,686          | 15,000         | 13,000         | 15,000         |
| 902          | Promotions Committee Expenses   | 6,830          | 12,000         | 7,000          | 8,300          |
| 910          | Promotions Committee Events     | 5,035          | 16,000         | 10,000         | 12,000         |
| 910          | Boyne Appetit                   | 3,244          | 4,000          | 0              | 0              |
| 910          | Walkabout Sculpture Show        | 2,500          | 3,000          | 0              | 1,000          |
| 910          | Stroll the Streets              | 16,150         | 16,000         | 12,894         | 17,000         |
| 911          | Insurance                       | 0              | 0              | 200            | 200            |
| 940          | Facilities Rent                 | 4,775          | 8,400          | 6,600          | 6,900          |
| 942          | Service/Maintenance Fee         | 75,000         | 75,000         | 75,000         | 75,000         |
| 968          | Depreciation                    | 1,400          | 0              | 0              | 0              |
| 971          | Land Acquisition/Taxes          | 0              | 0              | 356,928        | 9,000          |
| 991          | Interest                        | 0              | 0              | 0              | 0              |
| <b>TOTAL</b> |                                 | <b>266,297</b> | <b>373,419</b> | <b>693,643</b> | <b>387,469</b> |

**A. LINE ITEM CLARIFICATION**

**705 – Salaries.....\$69,039**

Includes the Executive Director salary and administrative assistant and intern positions.

**714 – Social Security..... \$5,486**

Includes 7.6% for the Executive Director salary and addition of a part-time employee.

**727 – Office Supplies..... \$ 750**

This line item covers costs for operating the Main Street Program office.

**760 – Design Committee Expenses ..... \$1,750**

This line item is to cover costs for projects such as Buff up Boyne (\$250) and Tree Maintenance (1,000).

**762– Design Capital Improvements .....\$48,000**

This line item includes \$20,000 for the Façade Grant Program and \$3,000 for maintenance and repairs, Rivermouth restroom (5,000). Log Cabin (5,000) and River plan (10,000).

**763 – Streetscape Amenities .....\$29,500**

This line item is to cover costs for items including holiday decor (\$18,000), banners (\$2,000), flowers (\$6,500) and Recycle (\$3,000)

**812 – Organization Committee Expenses .....\$18,900**

This line item includes website, volunteer recognition, strategic planning and TIF renewal.

**902 – Promotion Committee Expenses..... \$8,300**

This line item is to cover costs for Promotions Committee including the photographer \$1,500 and graphic design services \$4,800 and \$2,000 other printed materials.

**910 – Promotion Committee Events .....\$12,000**

This line item is to cover costs for downtown festivals and events including Stroll the Streets, Harvest Festival, Chocolate Covered Boyne, Earlier than the Bird, Santa Parade & Open House.

**BOYNE THUNDER FUND****Fund Code: 242****REVENUES**

See page 54 on 12 Yr History

| <b>Code</b>  | <b>Account Title</b>     | <b>2019 Event</b> | <b>2020 Event</b> | <b>Proposed<br/>2021 Event</b> |
|--------------|--------------------------|-------------------|-------------------|--------------------------------|
| 675.000      | Revenues                 | 2,752             | 2,100             | 2,000                          |
| 676.200      | Registrations            | 234               | 91,448            | 90,000                         |
| 676.201      | Registration 2018        | 67,880            | 0                 | 0                              |
| 676.220      | 50/50 Drawing            | 1,040             | 2,080             | 1,000                          |
| 676.250      | Auction Proceeds         | 71,685            | 598               | 40,000                         |
| 676.270      | Bar Proceeds             | 12,842            | 14,449            | 15,000                         |
| 676.280      | Dinner Proceeds          | 120               | 0                 | 0                              |
| 676.285      | Food Truck Registrations | 700               | 900               | 800                            |
| 676.290      | Merchandise Sales        | 25,968            | 26,328            | 26,000                         |
| 676.295      | Room Rental Revenues     | 4,115             | 4,000             | 4,000                          |
| 676.340      | Sponsorship              | 0                 | 183,040           | 190,000                        |
| 676.341      | Sponsorship 2018         | 234,748           | 0                 | 0                              |
| <b>TOTAL</b> |                          | <b>422,084</b>    | <b>324,943</b>    | <b>368,800</b>                 |

**BOYNE THUNDER****Fund Code: 242****EXPENDITURES**

See page 55 on 12 Yr History

| <b>Code</b> | <b>Account Title</b>              | <b>2019 Event</b> | <b>2020 Event</b> | <b>Proposed<br/>2021<br/>Event</b> |
|-------------|-----------------------------------|-------------------|-------------------|------------------------------------|
| 811.000     | Boyne Thunder Expenditures        | 2,000             | 2,000             | 2,000                              |
| 811.200     | Merchandise                       | 46,328            | 25,097            | 25,500                             |
| 811.210     | Camp Quality / Non Profit Partner | 115,793           | 67,380            | 85,745                             |

|              |                                   |                |                |                |
|--------------|-----------------------------------|----------------|----------------|----------------|
| 811.215      | Challenge Mountain                | 21,053         | 12,251         | 15,590         |
| 811.220      | Contract Labor                    | 973            | 3,638          | 4,000          |
| 811.240      | Insurance                         | 4,016          | 1,506          | 2,000          |
| 811.250      | License and Permits               | 269            | 100            | 100            |
| 811.260      | Meals, Beverages & Entertainment  | 102,718        | 106,958        | 110,000        |
| 811-265      | Alcohol Expense                   | (2,368)        | 5,839          | 6,000          |
| 811.270      | Advertising, Publishing, Printing | 5,028          | 3,302          | 3,500          |
| 811.290      | Sales Tax                         | 774            | 0              | 0              |
| 811.300      | Supplies                          | 6,984          | 3,000          | 3,000          |
| 811.305      | Utilities / Web Design            | 797            | 293            | 300            |
| 811.310      | Tent Rental                       | 8,650          | 10,000         | 10,000         |
| 811.320      | Utilities                         | 1,213          | 1,340          | 1,500          |
| 811.350      | Prizes Paid                       | 5,000          | 8,500          | 10,000         |
| 811.360      | Dockage Fees                      | 5,388          | 4,710          | 5,000          |
| 811.370      | Refund                            | 1,275          | 0              | 0              |
| 811.380      | Auction Expenses                  | 7,400          | 300            | 5,000          |
| 811.385      | Aerial Filming                    | 9,445          | 23,630         | 25,000         |
| 811.390      | Paypal Expenses                   | 5,672          | 2,221          | 0              |
| 811.395      | Transfer to DDA Fund              | 73,686         | 42,878         | 54,565         |
| <b>TOTAL</b> |                                   | <b>422,084</b> | <b>324,943</b> | <b>368,800</b> |

Boyne Thunder is a fund-raising initiative for Main Street in partnership with Camp Quality and Challenge Mountain. Revenues are generated from registration fees; food, beverage and merchandise sales; special events like the champagne cruise and auction; donations; and sponsorships. The weekend event is in its 17th year in 2020

## **A. LINE ITEM CLARIFICATION**

### **Expenditures**

- 200 – Merchandise: This is for clothing, boat numbers, participant gifts (as part of the registration fee all boaters receive a gift), poker-hand cards.
- 210 – Camp Quality / non-profit partner: This is the distribution of net proceeds.
- 220 – Contract labor: Payment to bartenders.
- 230 – DJ Expense: Music and sound system for weekend activities
- 240 – Insurance: One-day coverage for all on-water activities
- 250 – Permits: Cost for two-day liquor license
- 260 – Food and Entertainment: Covers all food and beverage expenses Friday evening through Saturday evening. All participant fees include two evenings meals, plus breakfast and lunch on Saturday.
- 270 – Advertising/Marketing: Includes website, newspaper, radio advertising, posters, banners and promotional materials.
- 290 – Sales tax: This is paid on food and beverage sales
- 300 – Supplies: This cover trash dumpsters, portable toilets, etc.
- 310 – Tent Rental: The covers the large tent set up in Veteran’s Park and in Charlevoix plus all tables and chairs for seating 350-400 guests
- 350 – Prizes paid: This is the payback for the top three poker hands
- 360 – Dockage Fees: Cost associated with weekend docking for seasonal boaters in City Marina

**FARMERS MARKET BUDGET**  
**DDA FUND**  
**Fund Code: 213**  
**REVENUES**

See page 50 on History

| Code         | Account Title                     | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE<br>2021 |
|--------------|-----------------------------------|------------------------|-----------------------|---------------|-------------------------|
|              |                                   |                        | Budgeted              | Projected     |                         |
| <b>030</b>   | <b>REVENUES</b>                   |                        |                       |               |                         |
| 400          | Allocated From Fund Balance       | 0                      | 0                     | 0             | 610                     |
| 579.000      | Grants: State Food Reimbursements | 3,420                  | (1,285)               | 0             | 0                       |
| 642.000      | Misc –Food Program Reimburse      | 10,059                 | 10,500                | 8,000         | 10,000                  |
| 642.040      | Senior Project                    | 3,044                  | 0                     | 0             | 0                       |
| 642.100      | Bag Sales                         | 0                      | 0                     | 0             | 0                       |
| 642.150      | Donations                         | 2,232                  | 0                     | 75            | 0                       |
| 642.250      | Food Truck Rally                  | 7,246                  | 12,000                | 15,073        | 12,000                  |
| 642.300      | Special Events                    | 0                      | 0                     | 0             | 0                       |
| 642.450      | Meal Ticket                       | 0                      | 0                     | 0             | 0                       |
| 642.500      | Poinsettia Sales                  | 296                    | 300                   | 321           | 300                     |
| 642.600      | T-Shirts                          | 0                      | 0                     | 0             | 0                       |
| 642.650      | Market Money Purchases            | 0                      | 100                   | 50            | 100                     |
| 642.700      | Daily Vendor Fee                  | 225                    | 25,725                | 23,400        | 26,180                  |
| 642.725      | Vendor Fee – Summer 10 Ft         | 16,035                 | 0                     | 0             | 0                       |
| 642.750      | Vendor Fee – Summer 20 Ft         | 3,125                  | 0                     | 0             | 0                       |
| 642.775      | Vendor Fees Winter                | 2,925                  | 3,000                 | 2,500         | 2,500                   |
| <b>TOTAL</b> |                                   | <b>48,607</b>          | <b>50,340</b>         | <b>49,419</b> | <b>51,690</b>           |
|              |                                   |                        |                       |               |                         |

| <b>Summary</b>                        | <b>Prior<br/>FYE 2019</b> | <b>Current<br/>FYE 2020</b> | <b>Proposed<br/>FYE 2021</b> |
|---------------------------------------|---------------------------|-----------------------------|------------------------------|
| Fund Balance, Beginning of Year       | 24,957                    | 36,176                      | 48,657                       |
| Revenues Over (Under)<br>Expenditures | 11,219                    | 12,481                      | (610)                        |
| Fund Balance, End of Year             | 36,176                    | 48,657                      | 48,107                       |

**A. LINE ITEM CLARIFICATION**

Beginning May 1, 2015, a separate general ledger accounting system was set up for Farmers Market to better report on the results of the market.

***Revenues..... \$ 51,080***

Revenues are derived from vendor fees for both summer and winter markets. Vendor fees are based on the number of feet utilized. Fees per foot are \$38.50. Other revenue includes fundraising activities such as the annual Food Truck Rally with proceeds specifically earmarked for the indoor market. Food Programs like SNAP, Double up Food Bucks, WIC, etc are pass through revenue and expenses.

# FARMERS MARKET

**Fund Code: 213**

**EXPENDITURES**

See page 51 on History

| Code    | Account Title                         | Prior year<br>FYE 2019 | Current Year FYE 2020 |           | Proposed<br>FYE 2021 |
|---------|---------------------------------------|------------------------|-----------------------|-----------|----------------------|
|         |                                       |                        | Budgeted              | Projected |                      |
| 040     | EXPENDITURES                          |                        |                       |           |                      |
| 705.000 | Manager Salary                        | 15,153                 | 21,060                | 14,725    | 21,060               |
| 714.000 | Social Security                       | 1,159                  | 1,600                 | 1,120     | 1,600                |
| 716.000 | Unemployment                          | 4                      | 5                     | 10        | 10                   |
| 727.000 | Supplies/Administrative               | 285                    | 500                   | 500       | 500                  |
| 731.000 | Postage                               | 23                     | 50                    | 50        | 50                   |
| 732.000 | Membership Dues                       | 390                    | 400                   | 400       | 400                  |
| 735.000 | Gas and Oil                           | 30                     | 0                     | 0         | 0                    |
| 750.150 | Bag Inventory                         | 0                      | 0                     | 0         | 0                    |
| 750.250 | Food Truck Rally                      | 6,796                  | 12,000                | 8,278     | 8,500                |
| 750.260 | Poinsettias                           | 127                    | 300                   | 115       | 115                  |
| 750.275 | T-Shirt Printing                      | 0                      | 0                     | 0         | 0                    |
| 750.300 | Market Money                          | 360                    | 400                   | 200       | 200                  |
| 730.350 | Outdoor Market and Park Usage         | 538                    | 350                   | 100       | 350                  |
| 750.360 | Music                                 | 850                    | 975                   | 975       | 975                  |
| 750.370 | Snap Reimbursement                    | 2,619                  | 3,000                 | 2,011     | 2,500                |
| 750.380 | Double Up Food Bucks<br>Reimbursement | 2,286                  | 2,500                 | 2,011     | 2,500                |
| 750.390 | Senior Project Fresh                  | 2,298                  | 2,500                 | 2,346     | 2,500                |
| 750.400 | WIC                                   | 2,059                  | 2,500                 | 1,677     | 2,500                |

|              |                       |               |               |               |               |
|--------------|-----------------------|---------------|---------------|---------------|---------------|
| 870.000      | Education/Training    | 1,000         | 500           | 920           | 800           |
| 900.000      | Advertising/Marketing | 1,411         | 1,000         | 1,000         | 2,130         |
| 900.400      | Promotion             | 0             | 400           | 500           | 5,000         |
| <b>TOTAL</b> |                       | <b>37,388</b> | <b>50,340</b> | <b>36,938</b> | <b>51,690</b> |

**A. LINE ITEM CLARIFICATION**

*Managers Salary* .....\$21,060

*Food Truck Rally and Farm Meal*..... \$8,500

Annual fundraising events that have helped build awareness and education around locally grown and sourced products and are specific to raising funds for the new Pavilion in Veterans Park and the indoor market.

*SNAP, Double Up Food Bucks, WIC and Sr Project Fresh*.....\$10,000

These reimbursements to the farmers are a pass through for the market and are matched with state grants and reimbursements.

*Outdoor Market* .....\$350

This includes fees paid to the city parks for use and maintenance of Veterans Park as well as costs associated with the outdoor market.

*Winter and Summer Market Promotion*..... \$ 2,130

Includes food demos and other promotional activities to increase awareness and traffic at market.

# LOCAL DEVELOPMENT FINANCE AUTHORITY

Fund Code: 251

## REVENUES

See page 59 on 12 Yr History

| Code         | Account Title               | Prior year<br>FYE 2019 | Current Year FYE 2020 |                | Proposed<br>FYE 2021 |
|--------------|-----------------------------|------------------------|-----------------------|----------------|----------------------|
|              |                             |                        | Budgeted              | Projected      |                      |
| <b>030</b>   | <b>REVENUES</b>             |                        |                       |                |                      |
| 400          | Allocated from Fund Balance | 0                      | 101,156               | 0              | 162,900              |
| 402          | Property Tax Collections    | 146,840                | 150,344               | 153,411        | 156,350              |
| 673          | Property Sale               | 62,205                 | 0                     | 0              | 0                    |
| <b>TOTAL</b> |                             | <b>209,045</b>         | <b>251,500</b>        | <b>153,411</b> | <b>319,250</b>       |

|                                 | Prior<br>FYE<br>2019 | Current<br>FYE<br>2020 | Proposed<br>FYE<br>2021 |
|---------------------------------|----------------------|------------------------|-------------------------|
| Net Position, Beginning of Year | 2,796,897            | 2,503,260              | 2,560,021               |
| Change in Net Position          | (293,637)            | 56,761                 | (162,900)               |
| Net Position, End of Year       | 2,503,260            | 2,560,021              | 2,397,121               |

The LDFA generates revenue from increases in taxable value within the LDFA District (Air Industrial Park) that occur after the district was established (1996). It levies a millage equal to those that would ordinarily be levied by other taxing authorities within the district; in other words, these other taxing units forego their increased tax collections in order that the LDFA can capture them for improvements within the district. The LDFA currently raises income based upon a levy of 24.439

### LINE ITEM CLARIFICATION - Revenues

*Tax Revenues.....\$*

Within the LDFA District, the LDFA levies 24.439 mills on an increase in taxable value since 1996 of \$6,277,311.

# LOCAL DEVELOPMENT FINANCE AUTHORITY

**Fund Code: 251  
EXPENDITURES**

See page 61 on 12 Yr History

| Code         | Account Title                   | Prior year<br>FYE 2019 | Current Year FYE 2020 |               | Proposed<br>FYE 2021 |
|--------------|---------------------------------|------------------------|-----------------------|---------------|----------------------|
|              |                                 |                        | Budgeted              | Projected     |                      |
| 040          | EXPENDITURES                    |                        |                       |               |                      |
| 740          | Utilities                       | 45                     | 0                     | 150           | 250                  |
| 750          | Administrative Service Fee      | 30,000                 | 500                   | 30,000        | 30,000               |
| 802          | Legal Fees                      | 375                    | 0                     | 0             | 10,000               |
| 808          | Community Promotion             | 1,500                  | 30,000                | 6,500         | 30,000               |
| 818          | Contracted Services/Engineering | 0                      | 2,500                 | 1,000         | 5,000                |
| 819          | Professional Services           | 1,350                  | 10,000                | 1,000         | 10,000               |
| 870          | Training/Travel                 | 0                      | 500                   | 0             | 500                  |
| 900          | Advertising/Publishing          | 2,775                  | 3,000                 | 3,000         | 3,500                |
| 968          | Depreciation                    | 61,793                 | 55,000                | 55,000        | 55,000               |
| 970          | Property Repurchase             | 402,675                | 50,000                | 0             | 50,000               |
| 971          | Capital Outlay                  | 2,169                  | 100,000               | 0             | 125,000              |
| <b>TOTAL</b> |                                 | <b>502,682</b>         | <b>251,500</b>        | <b>96,650</b> | <b>319,250</b>       |

**A. LINE ITEM CLARIFICATION - Expenditures**

**750 –Administrative Fee..... \$30,000**

This expenditure covers support staff services provided from departments within the General Fund.

**818 - Contracted Services/Engineering..... \$ 5,000**

This expenditure covers costs to update the LDFA plan, plus miscellaneous engineering.

**971 – Capital Outlay..... \$125,000**

Sign and streetlight improvements and possible broadband improvements in the Business Park.

# City of Boyne City



## Capital Improvement Plan 2020-2025

### **CIP Overview**

The Capital improvement Program is a six-year schedule of proposed major capital projects, cost estimates and financing methods. The requirement for capital budgeting is found in Act 33 of the Michigan Public Acts of 2008 being the Michigan Planning Enabling Act.

The Capital Improvements Program (CIP) establishes the City's blueprint for investment in its capital infrastructure. This document is used as a tool to help ensure that the City's long and short-term capital investments are made in the context of careful consideration of the City's needs as well as the resources available to fund all projects.

The financial guidelines used in the preparation of the CIP will provide assurance that the City can meet, in a full and timely manner, both our debt service obligations and all other obligations competing for available resources. It is our objective to complete as many needed capital improvement projects as financially possible while maintaining flexibility and the ability to adapt to changes as they occur.

### **Capital Improvement Program vs. Annual Operating Budget**

The Capital Improvement Program and Annual Operating Budget are two critical documents prepared each year. The relationship between these two documents is summarized by the following points:

#### Capital Improvement Program

- Represents a long-term financial plan, including funding sources.
- Establishes priorities and serves as a planning document or blueprint for the City's investment in capital infrastructure.
- Provides a breakdown of major project costs and their phasing.
- Does not appropriate money.
- As indicated by the above points, the Annual Operating Budget is the document which authorizes the actual funding for the major and non-major capital projects.

#### Annual Operating Budget

- Appropriates money to implement the first year of the Six-Year Capital Improvement Program.
- Appropriates money to implement current year's phase of a major, multi-year project.
- Appropriates money for operating expenditures and expenditures of a continuing nature.

### **Capital Improvement Program Guidelines and Benefits**

There are several key guidelines the Administration utilized in determining the City's fiscal capacity to complete capital projects over the next six years. These are summarized as follows:

- The Capital Improvement Program will be reviewed and updated annually.
- The City has determined that paying cash for projects where financially possible (pay-as-you-go financing) reduces long term costs and maintains financial flexibility for the future. In utilizing pay-as-you-go financing, revenue projections and estimated fund balances will be reviewed and evaluated to assure that sufficient reserves are maintained.
- It is not economically feasible to issue debt for some projects, nor do all projects have a projected lifespan long enough to warrant the issuance of debt.
- Under current economic conditions, the ability to complete many projects will depend on identifying and obtaining outside sources of funding.
- The City's philosophy for projecting property tax revenues is conservative. Over the past few years taxable value remained relatively static. In 2020 there was an approximately \$6 million increase in the Cities taxable value, this increase is expected to increase revenues by approximately \$100,000.
- As a matter of general policy, the City will pursue, when feasible, federal, state and local assistance in the form of grants, low-interest loans, cost-sharing, etc.

There are many benefits of an effective and ongoing Capital Improvement Program, including:

- Coordination of the community's physical planning with its fiscal planning capabilities;
- Ensuring that public improvements are undertaken in the most desirable order of priority;
- Assisting in stabilization of tax and utility rates and other charges over a period of years;
- Producing savings in total project costs by promoting a "pay as you go" policy of capital financing thereby reducing interest expense and financing costs;
- Providing adequate time for planning and engineering of proposed projects;

- Ensuring the maximum benefit of the monies expended for public improvements; and
- Scheduling municipal construction activities to be better coordinated with those of other public agencies within the community.

### **Funding Sources**

The City of Boyne City primarily uses the general fund, enterprise funds or special revenue funds for capital project funding. Outside sources of funding have also significantly contributed to capital projects and this is reflected in the current capital plan as well. Projects that identify outside funding sources have a more uncertain time-frame, but staff has attempted to be realistic with projections based on the need for a match in local funding.

### **Capital Improvements Program and Structure**

A capital expenditure is defined as an item that has a significant value and a useful life greater than three years. Expenditures for building construction and renovation, land purchases and improvements, and major equipment are generally capital expenditures in contrast to operating costs such as salaries, supplies and services that are budgeted annually in the various department operating budgets. Significant value is defined for purposes of the Plan as any infrastructure project that costs \$25,000 or more and any equipment, materials or vehicles that cost \$10,000 or more. Minor capital purchases such as office furniture, computers, etc. are not included in this document.

Projects that correspond with City priorities and have a potential funding source available, are included in the Plan. The Capital Improvement Program is then presented to both the Planning Commission and then City Council. The CIP is designed to be amended on an annual basis, as projects scheduled in later years are identified on a needs basis, and may not have an available funding source. Projects can be added or subtracted as the needs and resources of the community change.

The 2020-2025 CIP provides capital expenditure information on seven major program areas including: Administration, Police, Fire, Ambulance, Parks, Streets and Sidewalks and Wastewater Treatment and Water Production.

### **Capital Asset Assessments**

#### Road System

As part of the road asset management program crews from the City, County and State review and assess the condition of all public streets in the City. Each year the teams drive roads and assign a rating of 1-10 for each road or segment of road. The rating is based on observations of the condition of the road surface using the Pavement Surface Evaluation and Rating (PASER) system. A rating of 10 designates a newly paved road and a rating of 1 would designate a road that has completely failed. The 2019 Paser Rating Map also shows the completed 2019 road improvements, it should be noted that the map includes the M-75 improvement project which was completed by MDOT.

### Sewer Systems

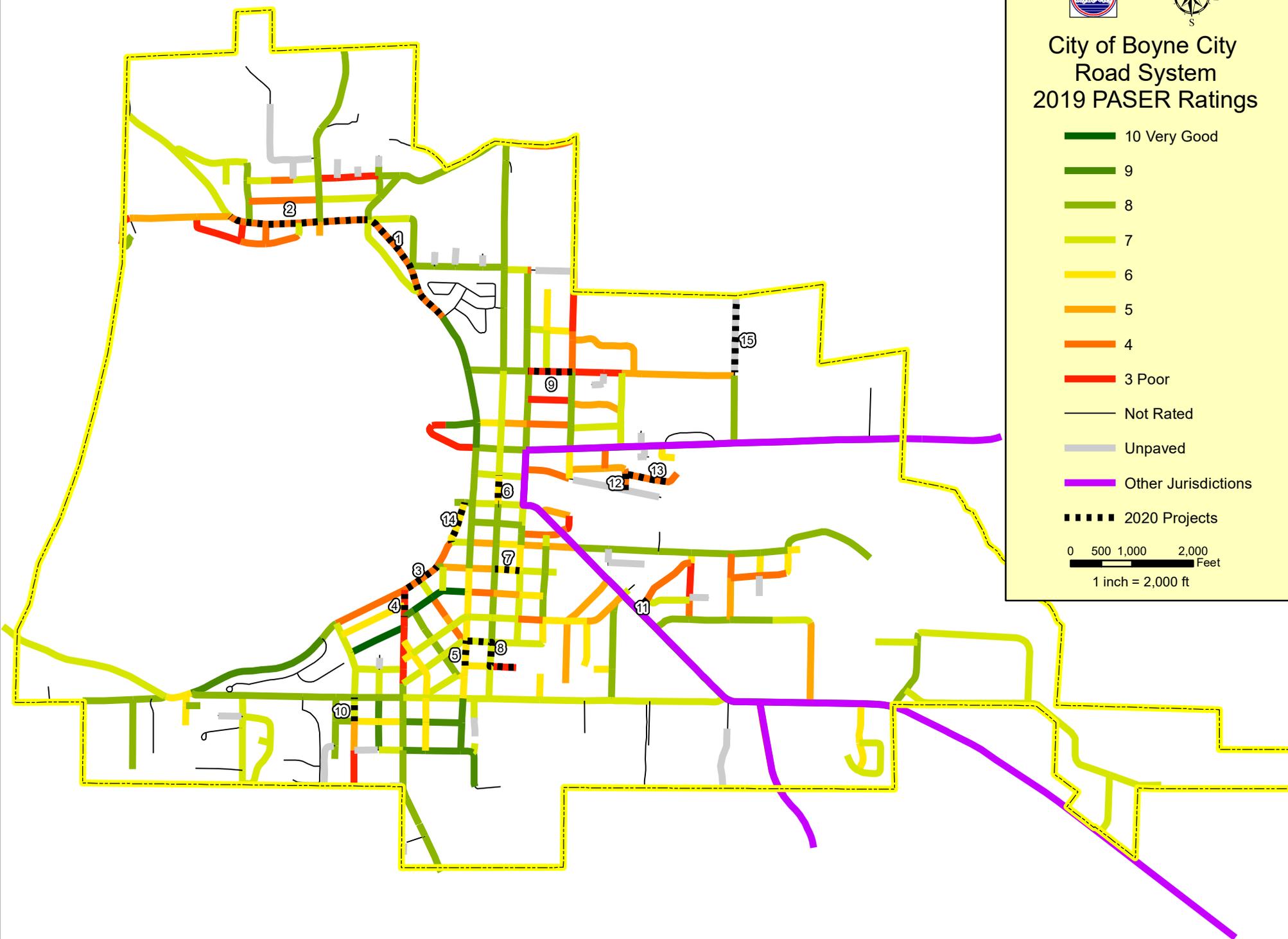
In 2016 the City of Boyne City was awarded the Storm Water Management and Wastewater (SAW) grant to develop the Wastewater and Stormwater Asset Management Plans that can be used for the planning, design and construction of improvements for the collection and treatment of wastewater and/or stormwater systems. Its primary focus was to encourage development asset management programs that outline cost-effective operation and maintenance measures. The development of these plans included the detailed assessments of the sewer systems and recommendations for capital improvements and maintenance. These assessments and recommendations are summarized in the attached Executive Summaries.



# City of Boyne City Road System 2019 PASER Ratings

- 10 Very Good
- 9
- 8
- 7
- 6
- 5
- 4
- 3 Poor
- Not Rated
- Unpaved
- Other Jurisdictions
- 2020 Projects

0 500 1,000 2,000 Feet  
1 inch = 2,000 ft



## STREETS CAPITAL PROJECTS

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### Proposed for FY 2020\_2021

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|             | <u>Street Name</u>     | <u>From</u>             | <u>To</u>  | <u>Mix of Fixes Proposed</u> |
|-------------|------------------------|-------------------------|------------|------------------------------|
| Major Roads | 1 N Lake Street        | Lakeview                | W Michigan | Mill & Resurface             |
|             | 2 N Lake Street        | Lakeview                | W Michigan | Widen Shoulders              |
|             | 3 Front Street         | Pleasant Ave            | Pine       | Asphalt Patches (2)          |
|             | 4 Pleasant Ave         | Front                   | Cedar      | Crush & Shape                |
|             | 5 S Lake Street        | Morgan                  | Franklin   | Joint Repair                 |
|             | 6 Park Street          | Bridge over Boyne River |            | Mill & Resurface Deck w/WP   |
| Local Roads | 7 Pine Street          | S Park                  | East       | Storm Sewer & Road Rehab     |
|             | 8 Franklin/Park/Morgan | Dead End                | S Lake     | Storm Sewer & Road Rehab     |
|             | 9 Vogel Street         | East                    | Jefferson  | Crush & Shape                |
|             | 10 Second Street       | Division                | Trent      | Crush & Shape                |
|             | 11 Hemlock Street      | M-75/Boyne Ave          | Wenonah    | Crush & Shape                |
|             | 12 Oak Street          | Adams                   | Spring     | Crush & Shape                |
|             | 13 Adams Street        | Oak                     | Dead End   | Crush & Shape                |
|             | 14 Front Street        | Water                   | E Main     | Center Joint Repair          |
|             | 15 Call Street         | Vogel                   | Dead End   | Storm Sewer & Catchbasins    |

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## BOYNE CITY STORMWATER ASSET MANAGEMENT PLAN EXECUTIVE SUMMARY

**City of Boyne City**  
319 N. Lake Street  
Boyne City, MI 49712  
Michael Cain – City Manager, (231) 582-0377  
SAW GRANT PROJECT NUMBER 1525-01

### Executive Summary

The SAW agreement with the State of Michigan was signed in December, 2016 which began the overall SAW program.

The Grant agreement included the following funding amounts:

- Total Cost = \$767,608
  - Grant Value = \$690,847
  - Local Match = \$76,761

The City of Boyne City is located in Charlevoix County in northwest lower peninsula of Michigan, approximately 60 miles south of the Mackinac Bridge. It is located on the east side of Lake Charlevoix and on M-75. Boyne City's storm sewer collection system has approximately 111,300 feet of storm sewer and approximately 1,430 storm manholes, catch basins and outfalls.

### Stormwater Asset Inventory

This item which initiated the work included:

- Identifying and locating all of the manhole and mainline sewer assets.
  - A list of all assets to be monitored was obtained using a combination of historical system records, field data collection.
  - The GPS coordinates of the field assets were gathered.
  - An ESRI ArcGIS data set was completed to index the locations and attributes of assets.
  - Physical inspections were conducted for each asset.
    - Manholes – Field inventories and conditional assessments were completed in accordance with NASSCO MACP standards by NASSCO Certified personnel.
    - Sewers - Survey was completed by CCTV review in accordance with NASSCO PACP standards by NASSCO Certified personnel.
  - The asset information was included in the Asset Management Spreadsheet (AMS).
  - The AMS is used to quantify and sort the system asset information.
- The results of the assessment yielded the following percentages (1 being best and 5 being worst condition):
  - 13% of assets are 1's
  - 74% of assets are 2's
  - 9% of assets are 3's
  - 2% of assets are 4's
  - 2% of assets are 5's

### **Condition Assessment**

Overall, the Boyer City storm sewer system is in good condition. There are a few recommendations for improvements in the Storm Sewer Capital Improvements Plan, but none are critical or urgent at this time. The City continues to upgrade its storm sewer system through its annual street/infrastructure improvement program and does a very good job of system maintenance.

- Structures assessment and inventories follow NASSCO MACP guidelines.
- Sewer pipe assessment and inventories follow NASSCO PACP guidelines.
- Asset age and material data was collected using historical project drawings.

### **Criticality of Assets**

- The AMS was used to organize the asset classes. Several parameters were used to determine asset consequence of failure and probability of failure, rating each on a 1 to 5 scale.
  - Redundancy: Does the unit have system backup?
  - Criticality of the asset to the system and what level of impact to the system occurs in the event that the asset fails
  - Location of the asset and surrounding service areas were incorporated in determining the criticality of the asset
  - Probability of failure based on its age and condition
  - These items together result in a parameter identified as Business Risk.
- The AMS was used to prioritize the need for short term repair or maintenance, short term replacement, or long term maintenance.

### **Level of Service Determination**

- A SAW Team was created to discuss the storm system direction.
- The SAW Team met and discussed a mission statement and desired Level of Service statement, which was then converted to a succinct list of items to follow for the future.
- The SAW Team will meet once a year to assess the system's service record and recommend improvements to the Level of Service Statement, if needed.

### **Revenue Structure**

- The City storm drainage system is operated and maintained using City street funds.
- The current funding consists of a combination of Act 51 state tax funds and a local street funds. The future will require continued use of City and MDOT street funds, possible increase in MDOT transportation funds, and possible strategic pursuit of state and federal grant funds to continue system improvements.

### **Capital Improvement Plan**

- The AMS identifies capital improvement projects for the future.
- The long term projects may be achieved through existing street funding sources, grants or future public borrowings.
- An estimate of project year and financial cost is generated from each capital improvement project.
- The following is the recommended project to be completed within the next five (5) years are as follow:
  - Storm Structure repairs with a Business Risk greater than 16 or Probability of Failure of 4 or Wall, Cone, Chimney grade below "D" to be replaced.
  - Storm System Sewer Repairs with a Business Risk of 16+ or likely sewer collapse.



- Additional projects recommended in the next 6 to 20 years are included in the Capital Improvement Plan.

**List of Major Assets**

- 1,430 Storm Manholes, Catch Basins, and Outfalls
- 111,300 feet of storm sewer

## BOYNE CITY WASTEWATER ASSET MANAGEMENT PLAN EXECUTIVE SUMMARY

**City of Boyne City**  
**319 N. Lake Street**  
**Boyne City, MI 49712**  
**Michael Cain – City Manager, (231) 582-0377**  
**SAW GRANT PROJECT NUMBER 1525-01**

### **Executive Summary**

The SAW agreement with the State of Michigan was signed on December, 2016 which began the overall SAW program.

The Grant agreement included the following funding amounts:

- Total Cost = \$767,608
  - Grant Value = \$690,847
  - Local Match = \$76,761

The City of Boyne City is located in Charlevoix County in northwest lower peninsula of Michigan, approximately 60 miles south of the Mackinac Bridge. It is located on the east side of Lake Charlevoix and on M-75. The City owns and operates an aerated lagoon, clarification, filtration Wastewater Treatment Plant with a rated capacity of 0.9 million gallon per day (MGD). The treatment plant discharges to the Lake Charlevoix under permit MI0021474. Boyne City's sanitary collection system has approximately 207,000 feet of sanitary sewer and force main, approximately 620 sanitary manholes and 6 lift stations that provides sewer services to the City and portions of Eveline Township.

### **Wastewater Asset Inventory**

This item which initiated the work included:

- Identifying and locating all assets.
  - A list of all assets to be monitored was obtained using a combination of historical system records, field data collection.
  - The GPS coordinates of the field assets were gathered.
  - An ESRI ArcGIS data set was completed to index the locations and attributes of assets.
  - Physical inspections were conducted for each asset.
    - Manholes – Field inventories and conditional assessments were completed in accordance with NASSCO MACP standards by NASSCO Certified personnel.
    - Sewers - Survey was completed by CCTV review in accordance with NASSCO PACP standards by NASSCO Certified personnel.
    - Pump Stations – Field inventories were completed for each pump station recording and evaluating condition for the sub-parts of the lift station within the Pump Station Database. The sub-parts contained, but were not limited to, pumps, VFDs, wet well, electrical, and process piping.
    - Wastewater Treatment Facilities (WWTF) - Field inventories were completed for the WWTF recording and evaluating condition for the sub-parts of the WWTF within the WWTF workbook. The sub-parts contained, but were not limited to, pumps, VFDs, electrical, and process piping.
  - The asset information was included in the Asset Management Spreadsheet (AMS).
  - The AMS is used to quantify and sort the system asset information.

- The results of the assessment yielded the following percentages:
  - 41% of assets are 1's
  - 40% of assets are 2's
  - 13% of assets are 3's
  - 3% of assets are 4's
  - 3% of assets are 5's

### **Condition Assessment**

The City of Boyne City's sanitary collection system is in good condition overall as noted by the above condition ratings. The City has been continuously upgrading the collection system along with its yearly street reconstruction projects. The wastewater treatment facility is in good condition, recently being upgraded in 2004. The plant is very well maintained. However, there are some upcoming equipment replacement needs and other capital improvements for the future that will help with improving the plant efficiency.

- Structures assessment and inventories follow NASSCO MACP guidelines.
- Sewer pipe assessment and inventories follow NASSCO PACP guidelines.
- WWTP equipment site condition assessment and inventory.
- Wastewater lift stations condition assessments and inventory.
- Asset age and material data was collected using historical project drawings.

### **Criticality of Assets**

- The Asset Management Spreadsheet (AMS) was used to organize the asset classes. Several parameters were used to determine asset consequence of failure and probability of failure, rating each on a 1 to 5 scale.
  - Redundancy: Does the unit have system backup?
  - Criticality of the asset to the system and what level of impact to the system occurs in the event that the asset fails
  - Location of the asset and surrounding service areas were incorporated in determining the criticality of the asset
  - Probability of failure based on its age and condition
  - These items together result in a parameter identified as Business Risk.
- The AMS was used to prioritize the need for short term repair or maintenance, short term replacement, or long term maintenance.

### **Level of Service Determination**

- A SAW Team was created to discuss the wastewater system direction.
- The SAW Team met and discussed a mission statement and desired Level of Service statement, which was then converted to a succinct list of items to follow for the future.
- The SAW Team will meet once a year to assess the system's service record and recommend improvements to the Level of Service Statement, if needed.

### **Revenue Structure**

- The user charge report and the AMS are identified as the Rate Methodology and have been submitted previously to MDEQ and approved.
- No funding gap or rate increase was required per the grant agreement.
- Capital improvements for the sanitary sewer system are also partially funded through a road and infrastructure millage that is independent of the sewer rate structure.
- The rates, charges and other means of revenue are sufficient to cover system operation, maintenance, replacement, capital improvement and debt costs identified in the AMP.

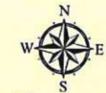
### **Capital Improvement Plan**

- The AMS identifies capital improvement projects for the future.
- The long term projects may be achieved through a combination of grants or future rate adjustments to support project funding.
- An estimate of project year and financial cost is generated for each capital improvement project.
- A List of recommended projects to be completed within the next five (5) years is as follows:
  - *Sanitary Structure repairs with a Business Risk greater than 16 or Probability of Failure of 4 or Wall, Cone, Chimney grade below "D" to be replaced (Manhole Project #3)*
  - *Sanitary System Sewer Repairs with a Business Risk of 16+ or likely sewer collapse (Sewer Project # 1) and replacement of the Main Pump Station sanitary force main.*
  - *Sanitary Collection System Lift Station repairs for Lift Station 002 (River Mouth Pump Station).*
- Additional projects recommended in the next 6 to 10 years and 11 to 20 years are included in the Capital Improvement Plan.

### **List of Major Assets**

- 130,600 feet of sanitary sewer
- 76,900 feet of force main
- 617 sanitary manholes
- 6 lift stations
- 0.9 MGD Wastewater Treatment Plant





### Boyne City Water System

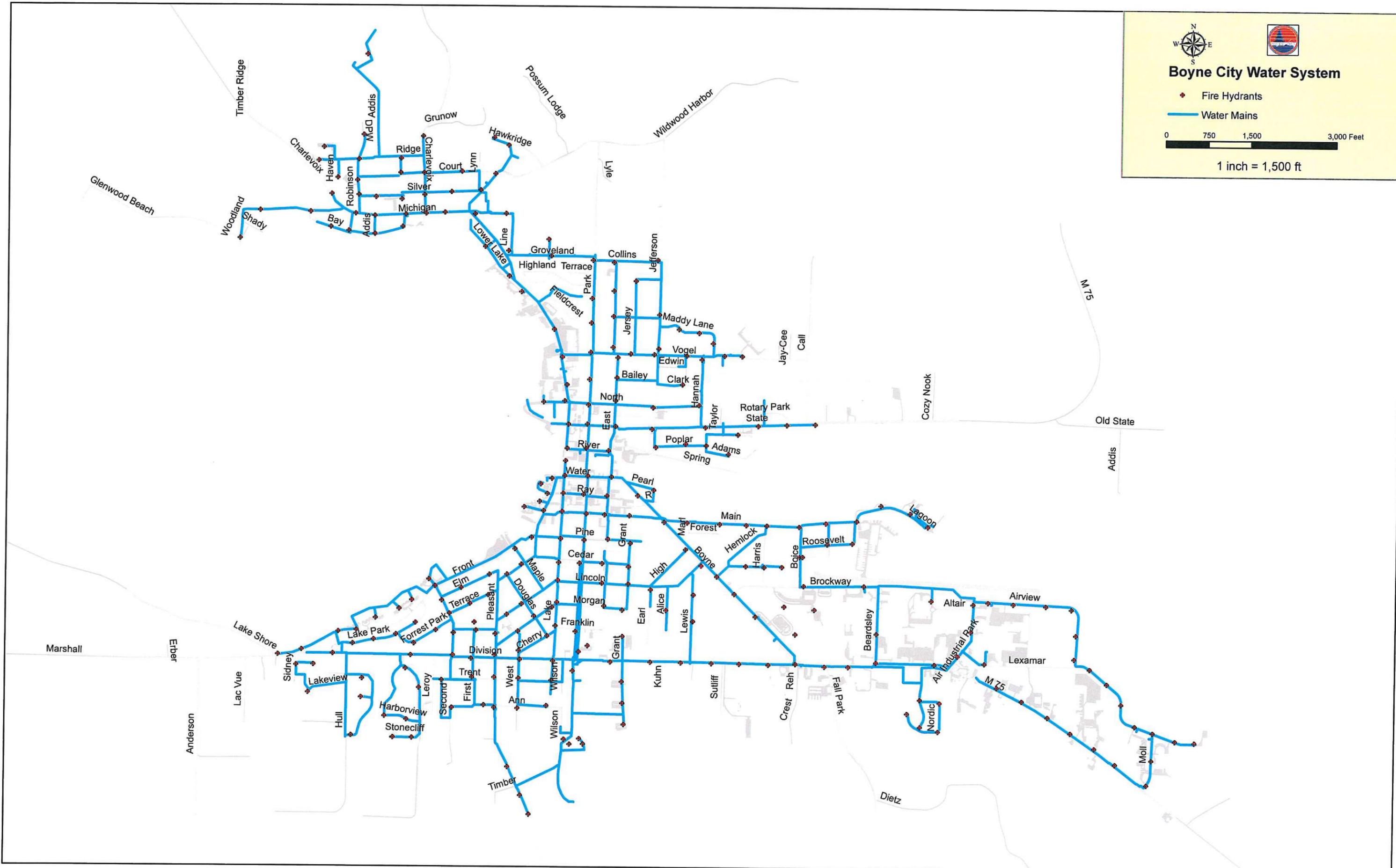
◆ Fire Hydrants

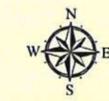
— Water Mains

0 750 1,500 3,000 Feet



1 inch = 1,500 ft



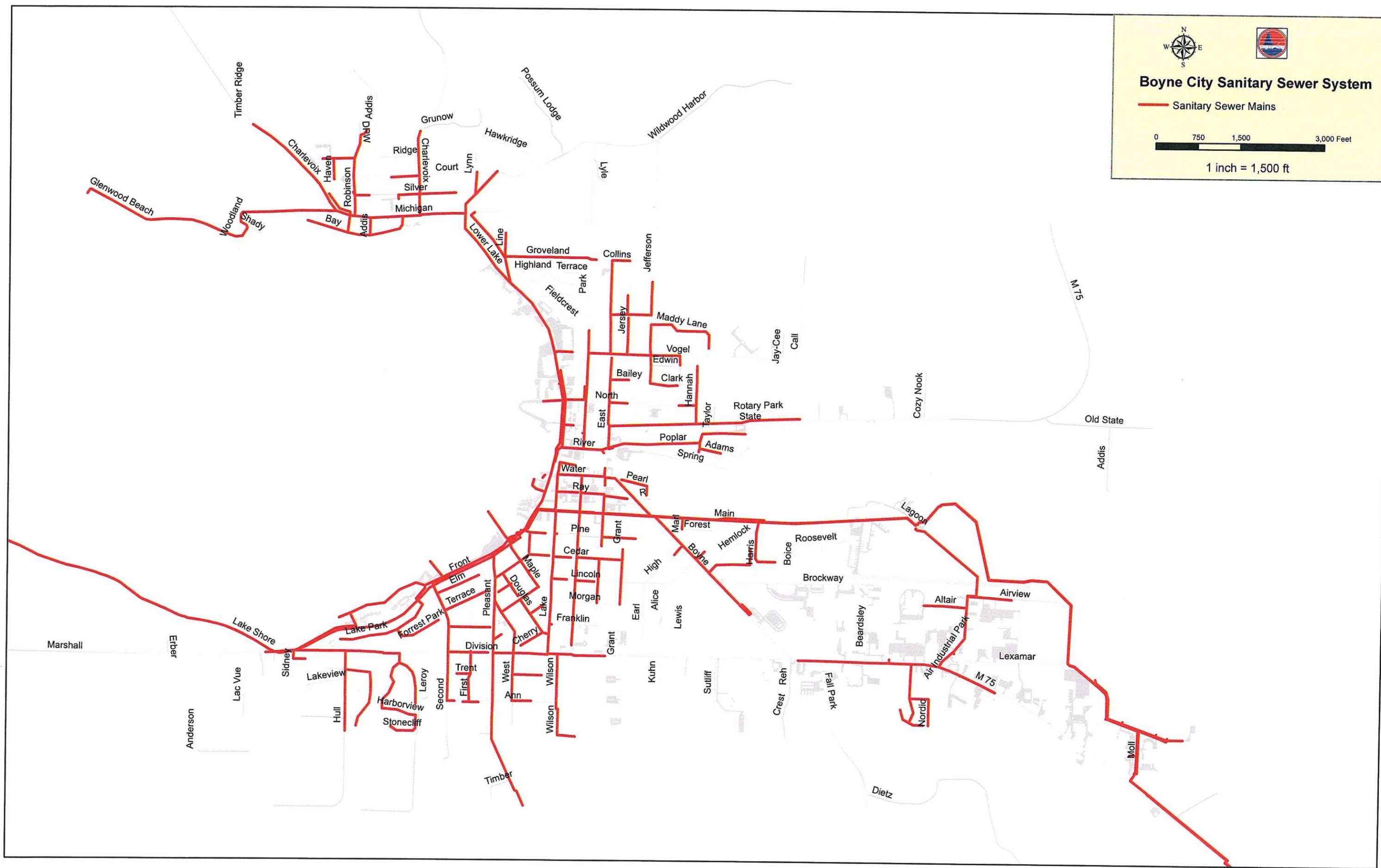


# Boyer City Sanitary Sewer System

Sanitary Sewer Mains



1 inch = 1,500 ft



| 2020_2021 Capital Improvements |  |   | Total Cost         | Funding Sources  |                  |                  |                  |                  |
|--------------------------------|--|---|--------------------|------------------|------------------|------------------|------------------|------------------|
| Program Area                   | Project  | Project Scope   |                    | General          | Streets          | Motor Pool       | Water-Sewer      | Grants/Other     |
| Ambulance                      | Equipment Replacement                          | Stryker Stretcher   | \$20,000           | \$20,000         |                  |                  |                  |                  |
| Ambulance                      | Equipment Replacement                          | Purchase Echo nontransport rapid response   | \$45,000           | \$45,000         |                  |                  |                  |                  |
| Motor Pool                     | Equipment Replacement                          | Replace 1/2 Ton Pick-up Truck #75   | \$23,929           |                  |                  | \$23,929         |                  |                  |
| Motor Pool                     | Equipment Replacement                          | Purchase new Plow Truck & Sander to Replace Truck #1 (DEFERRED from 2019-2020)  | \$150,858          |                  |                  | \$150,858        |                  |                  |
| Motor Pool                     | Equipment Replacement                          | Replace Kubota Tractor with cab, mower deck & snow blower   | \$35,374           |                  |                  | \$35,374         |                  |                  |
| Parks                          | Park Improvements                              | General Improvements at: Boyne Valley Trail, Dog Park, Rotary Park Ball Fields, Rivermouth Rest Rooms, Log Cabin, John Street Road End Park | \$135,000          | \$135,000        |                  |                  |                  |                  |
| Parks                          | Park Improvements                              | Construct Parking Lot & Trailhead Pathway at Landfill for Boyne Forest Trail  | \$60,040           | \$15,040         |                  |                  |                  | \$45,000         |
| Parks                          | Park Improvements                              | Construct Phase 1 of the Open Space Park  | \$100,000          | \$100,000        |                  |                  |                  |                  |
| Parks                          | Park Improvements                              | Construct Phase 1 of the improvements to the base area, entrance & parking lot  | \$170,000          | \$170,000        |                  |                  |                  |                  |
| Police                         | Equipment Replacement                          | Purchase new Police Interceptor to replace Vehicle 332  | \$34,000           | \$34,000         |                  |                  |                  |                  |
| Police                         | Equipment Replacement                          | Purchase new body cameras   | \$5,000            | \$5,000          |                  |                  |                  |                  |
| Sidewalks                      | Sidewalk Repairs                               | Replace sidewalks in poor condition as identified   | \$10,700           | \$10,700         |                  |                  |                  |                  |
| Streets                        | Major Streets Capital Preventative Maintenance | Mix of Fixes (N Lake St, Front St, Pleasant Ave, Park St Bridge) * N Lake St has Federal & State Funding Approved                           | \$426,992          |                  | \$192,531        |                  |                  | \$234,461        |
| Streets                        | Local Streets Capital Preventative Maintenance | Mix of Fixes (Pine St, Franklin St, Vogel St, Second St, Hemlock St, Oak St, Adams St, Front St, Call St)                                   | \$507,469          |                  | \$507,469        |                  |                  |                  |
| Wastewater                     | Equipment Replacement                          | Replace 3/4 Ton Pick-up Truck w/front plow  | \$32,000           |                  |                  |                  | \$32,000         |                  |
| Water                          | Watermain Capital Repair                       | Repair watermain under East St. Bridge  | \$32,000           |                  |                  |                  | \$32,000         |                  |
| Wastewater/Water               | Equipment Replacement                          | Replace Vactor Truck (split \$300,000 wastewater & \$100,000 water)   | \$400,000          |                  |                  |                  | \$400,000        |                  |
| <b>Sub-Totals =</b>            |  |   | <b>\$2,188,362</b> | <b>\$534,740</b> | <b>\$700,000</b> | <b>\$210,161</b> | <b>\$464,000</b> | <b>\$279,461</b> |

| 2021_2022 Capital Improvements |  |   | Total Cost         | Funding Sources  |                  |                  |                  |                 |
|--------------------------------|--|---|--------------------|------------------|------------------|------------------|------------------|-----------------|
| Program Area                   | Project  | Project Scope   |                    | General          | Streets          | Motor Pool       | Water-Sewer      | Grants/Other    |
| Ambulance                      | Equipment Replacement                          | Phelps MRX cardiac monitor defibrillator x 3                          | \$90,000           | \$90,000         |                  |                  |                  |                 |
| Ambulance                      | Equipment Replacement                          | Retro Fit 2015 Ambulance with stretcher x 2                           | \$50,000           | \$50,000         |                  |                  |                  |                 |
| Motor Pool                     | Equipment Replacement                          | Replace JCB 201S Rubber Tire Backhoe                                  | \$68,979           |                  |                  | \$68,979         |                  |                 |
| Motorpool                      | Equipment Replacement                          | Purchase new Plow Truck & Sander to Replace Truck #3 (reuse dump box) | \$100,815          |                  |                  | \$100,815        |                  |                 |
| Motorpool                      | Equipment Replacement                          | Replace Kubota Zero Turn Mower  | \$35,020           |                  |                  | \$35,020         |                  |                 |
| Parks                          | Park Improvements                              | Repair and Renovate Old City Park Gazebo                              | \$70,000           | \$40,000         |                  |                  |                  | \$30,000        |
| Parks                          | Park Improvements                              | River Mouth Bathrooms & Pump Station Rehabilitation                   | \$450,000          | \$200,000        |                  |                  | \$250,000        |                 |
| Parks                          | Park Improvements                              | Construct Phase 2 of the improvements to the Open Space Park          | \$150,000          | \$150,000        |                  |                  |                  |                 |
| Parks                          | Park Improvements                              | Construct Phase 2 of the improvements to Avalanche                    | \$100,000          | \$100,000        |                  |                  |                  |                 |
| Police                         | Equipment Replacement                          | Purchase Computer Server  | \$10,000           | \$10,000         |                  |                  |                  |                 |
| Police                         | Equipment Replacement                          | Purchase New Patrol Vehicle to Replace #330                           | \$34,000           | \$34,000         |                  |                  |                  |                 |
| Sidewalks                      | Sidewalk Repairs                               | Replace sidewalks in poor condition as identified                     | \$11,000           | \$11,000         |                  |                  |                  |                 |
| Streets                        | Major Streets Capital Preventative Maintenance | Mix of Fixes  | \$210,000          |                  | \$210,000        |                  |                  |                 |
| Streets                        | Local Streets Capital Preventative Maintenance | Mix of Fixes  | \$200,000          |                  | \$200,000        |                  |                  |                 |
| Streets                        | Street Reconstruction                          | Court Street Reconstruction (Lynn Street to Charlevoix Ave)           | \$400,000          |                  | \$300,000        |                  | \$100,000        |                 |
| Water                          | Capital Preventative Maintenance               | Upgrade Electrical Panels & Install VFDs at Wells 4 & 5               | \$50,000           |                  |                  |                  | \$50,000         |                 |
| <b>Sub-Totals =</b>            |  |   | <b>\$2,029,814</b> | <b>\$685,000</b> | <b>\$710,000</b> | <b>\$204,814</b> | <b>\$400,000</b> | <b>\$30,000</b> |

| 2022_2023 Capital Improvements |  |   | Total Cost         | Funding Sources  |                  |                  |                  |              |
|--------------------------------|--|---|--------------------|------------------|------------------|------------------|------------------|--------------|
| Program Area                   | Project  | Project Scope   |                    | General          | Streets          | Motor Pool       | Water-Sewer      | Grants/Other |
| Ambulance                      | Equipment Replacement                          | Purchase New Ambulance  | \$180,000          | \$180,000        |                  |                  |                  |              |
| Fire                           | New Equipment                                  | Fire Dept 12,500 gal pumper truck   | \$100,000          | \$100,000        |                  |                  |                  |              |
| Motorpool                      | Equipment Replacement                          | Replacement of Plow Truck #8  | \$156,953          |                  |                  | \$156,953        |                  |              |
| Motorpool                      | Equipment Replacement                          | Replacement of JD 524k Front End Loader   | \$135,304          |                  |                  | \$135,304        |                  |              |
| Parks                          | Park Improvements                              | Renovate Peninsula Beach Bathrooms  | \$100,000          | \$100,000        |                  |                  |                  |              |
| Parks                          | Park Improvements                              | Construct Phase 3 of the improvements at the Open Space Park                          | \$100,000          | \$100,000        |                  |                  |                  |              |
| Parks                          | Park Improvements                              | Construct Phase 3 of the improvements at Avalanche Park                               | \$100,000          | \$100,000        |                  |                  |                  |              |
| Parks                          | Park Improvements                              | General Improvements at: Rotary Park, Veterans Park & Sunset Park                     | \$100,000          | \$100,000        |                  |                  |                  |              |
| Police                         | Equipment Replacement                          | Purchase New ECWs (Tasers)  | \$12,000           | \$12,000         |                  |                  |                  |              |
| Streets                        | Street Reconstruction                          | Reconstruct Lincoln Street (Earl Street to Lake Street) including Transite Water Main | \$625,000          |                  | \$450,000        |                  | \$175,000        |              |
| Streets                        | Major Streets Capital Preventative Maintenance | Mix of Fixes  | \$210,000          |                  | \$210,000        |                  |                  |              |
| Streets                        | Local Streets Capital Preventative Maintenance | Mix of Fixes  | \$140,000          |                  | \$140,000        |                  |                  |              |
| <b>Sub-Totals =</b>            |  |   | <b>\$1,959,257</b> | <b>\$692,000</b> | <b>\$800,000</b> | <b>\$292,257</b> | <b>\$175,000</b> | <b>\$0</b>   |

| 2023_2024 Capital Improvements |  |   | Total Cost         | Funding Sources  |                  |                  |                  |              |
|--------------------------------|--|---|--------------------|------------------|------------------|------------------|------------------|--------------|
| Program Area                   | Project  | Project Scope   |                    | General          | Streets          | Motor Pool       | Water-Sewer      | Grants/Other |
| Motorpool                      | Equipment Replacement                          | Replacement of Trackless Snow Blower/Plow Model MT-5                                    | \$143,530          |                  |                  | \$143,530        |                  |              |
| Motorpool                      | Equipment Replacement                          | Replacement of 1/2 Ton Pick-up Truck #72  | \$27,050           |                  |                  | \$27,050         |                  |              |
| Parks                          | Parking Lot Improvement                        | Pave Rotary Park Parking Lot along Taylor Street ROW                                    | \$250,000          | \$250,000        |                  |                  |                  |              |
| Parks                          | Park Improvements                              | Replace Playscape Structure at Veterans Park  | \$150,000          | \$150,000        |                  |                  |                  |              |
| Parks                          | Park Improvements                              | Construct Phase 4 of the planned Open Space Park  | \$100,000          | \$100,000        |                  |                  |                  |              |
| Police                         | Equipment Replacement                          | Purchase New Police Vehicle to replace #331   | \$36,000           | \$36,000         |                  |                  |                  |              |
| Sidewalks                      | Sidewalk Repairs                               | Replace sidewalks in poor condition as identified                                       | \$11,500           | \$11,500         |                  |                  |                  |              |
| Streets                        | Major Streets Capital Preventative Maintenance | Mix of Fixes  | \$125,000          |                  | \$125,000        |                  |                  |              |
| Streets                        | Local Streets Capital Preventative Maintenance | Mix of Fixes  | \$335,000          |                  | \$335,000        |                  |                  |              |
| Streets                        | Street Reconstruction                          | Reconstruct Silver Street (Lynn Street to Charlevoix Ave) including Transite Water Main | \$550,000          |                  | \$350,000        |                  | \$200,000        |              |
| <b>Sub-Totals =</b>            |  |   | <b>\$1,728,080</b> | <b>\$547,500</b> | <b>\$810,000</b> | <b>\$170,580</b> | <b>\$200,000</b> | <b>\$0</b>   |

| 2024_2025 Capital Improvements |  |  | Total Cost         | Funding Sources  |                  |                  |                  |                  |
|--------------------------------|--|--|--------------------|------------------|------------------|------------------|------------------|------------------|
| Program Area                   | Project  | Project Scope  |                    | General          | Streets          | Motor Pool       | Water-Sewer      | Grants/Other     |
| Motor Pool                     | Equipment Replacement                          | General Equipment Replacements   | \$50,000           |                  |                  | \$50,000         |                  |                  |
| Motorpool                      | Equipment Replacement                          | Replacement of Plow Truck #17 (reuse dump body)  | \$106,985          |                  |                  | \$106,985        |                  |                  |
| Motorpool                      | Equipment Replacement                          | Replacement of 1 Ton Dump Truck with 2 cu yd Dump Box & Front Plow   | \$50,677           |                  |                  | \$50,677         |                  |                  |
| Parks                          | Park Improvements                              | General Improvements per Master Plan   | \$120,000          | \$120,000        |                  |                  |                  |                  |
| Police                         | Equipment Replacement                          | Purchase New Police Vehicle to Replace #332  | \$40,000           | \$40,000         |                  |                  |                  |                  |
| Sidewalks                      | Sidewalk Repairs                               | Replace sidewalks in poor condition as identified  | \$12,000           | \$12,000         |                  |                  |                  |                  |
| Streets                        | Major Streets Capital Preventative Maintenance | Mix of Fixes   | \$130,000          |                  | \$130,000        |                  |                  |                  |
| Streets                        | Local Streets Capital Preventative Maintenance | Mix of Fixes   | \$350,000          |                  | \$350,000        |                  |                  |                  |
| Streets                        | Street Reconstruction                          | Arthur Street (East Street to Jersey) and Jersey Street (Vogel Street to Arthur Street) including Transite Water Main Replacement & sanitary sewer | \$550,000          |                  | \$300,000        |                  | \$250,000        |                  |
| Streets                        | Major Streets Capital Preventative Maintenance | Front Street (Second Street to S Lake Street) * Federal & State Funding Eligible   | \$204,000          |                  | \$41,000         |                  |                  | \$163,000        |
| <b>Sub-Totals =</b>            |  |  | <b>\$1,613,662</b> | <b>\$172,000</b> | <b>\$821,000</b> | <b>\$207,662</b> | <b>\$250,000</b> | <b>\$163,000</b> |

| 2025_2026 Capital Improvements |  |  | Total Cost         | Funding Sources  |                  |                  |                  |              |
|--------------------------------|--|--|--------------------|------------------|------------------|------------------|------------------|--------------|
| Program Area                   | Project  | Project Scope  |                    | General          | Streets          | Motor Pool       | Water-Sewer      | Grants/Other |
| Ambulance                      | Equipment Replacement                          | Rapid Response Vehicle (ECHO)  | \$55,000           | \$55,000         |                  |                  |                  |              |
| Ambulance                      | Equipment Replacement                          | Replace Ambulance  | \$198,000          | \$198,000        |                  |                  |                  |              |
| Motorpool                      | Equipment Replacement                          | General Equipment Replacements   | \$18,000           |                  |                  | \$18,000         |                  |              |
| Motorpool                      | Equipment Replacement                          | Replacement of 1 Ton Dump Truck with 2 cu yd Dump Box & Front Plow   | \$52,000           |                  |                  | \$52,000         |                  |              |
| Motorpool                      | Equipment Replacement                          | Replacement of Aerial Bucket Truck Unit #6 with Used F-450 Service Truck & Bucket  | \$40,000           |                  |                  | \$40,000         |                  |              |
| Parks                          | Park Improvements                              | Construct Park Improvements including Pedestrian Circulation at Sunset Park  | \$50,000           | \$50,000         |                  |                  |                  |              |
| Parks                          | Park Improvements                              | Replace Playscape Structure at Veterans Park   | \$150,000          | \$150,000        |                  |                  |                  |              |
| Parks                          | Park Improvements                              | General Improvements per Master Plan   | \$100,000          | \$100,000        |                  |                  |                  |              |
| Police                         | Equipment Replacement                          | Purchase New Police Vehicle to replace #331  | \$36,000           | \$36,000         |                  |                  |                  |              |
| Sidewalks                      | Sidewalk Repairs                               | Replace sidewalks in poor condition as identified  | \$12,000           | \$12,000         |                  |                  |                  |              |
| Streets                        | Major Streets Capital Preventative Maintenance | Mix of Fixes   | \$140,000          |                  | \$140,000        |                  |                  |              |
| Streets                        | Local Streets Capital Preventative Maintenance | Mix of Fixes   | \$330,000          |                  | \$330,000        |                  |                  |              |
| Streets                        | Street Reconstruction                          | Reconstruct & Widen Lower Lake Street (W Michigan Ave to N Lake St) including Transite Water Main Replacement & sanitary sewer | \$570,000          |                  | \$370,000        |                  | \$200,000        |              |
| Wastewater                     | Equipment Replacement                          | Replace 3/4 Ton Pick-up Truck w/front plow   | \$34,000           |                  |                  |                  | \$34,000         |              |
| <b>Sub-Totals =</b>            |  |  | <b>\$1,785,000</b> | <b>\$348,000</b> | <b>\$840,000</b> | <b>\$110,000</b> | <b>\$234,000</b> | <b>\$0</b>   |

# CITY OF BOYNE CITY FEE SCHEDULE

1 May 2020 - 30 April 2021

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**ADMINISTRATIVE FEES**

1 May 2020- 30 April 2021

| <b>ZONING PERMITS</b>   | <b>2020 FYE</b> | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|---|-----------------|-----------------|---------------|-------------------|
| Residential- New Dwelling (Single & Two Family)               | \$100.00        | \$100.00        | \$0.00        | 0.0%              |
| Residential- Addition   | \$50.00         | \$50.00         | \$0.00        | 0.0%              |
| Residential- New Accessory Building                           | \$50.00         | \$50.00         | \$0.00        | 0.0%              |
| Residential- Additions & Structures less than 100 Square Feet | N/C             | N/C             |               |                   |
| Residential- New Mutli Family                                 | \$150.00        | \$150.00        | \$0.00        | 0.0%              |
| Commercial- New Construction                                  | \$150.00        | \$150.00        | \$0.00        | 0.0%              |
| Commercial- Addition  | \$100.00        | \$100.00        | \$0.00        | 0.0%              |

*Permit fees are tripled if the structure is not built as shown on the zoning permit/site plan or if the structure is not placed on the parcel as represented on the approved site plan*

|  |                                 |                                 |        |      |
|--|---------------------------------|---------------------------------|--------|------|
| <b>SIGN PERMITS</b>  | \$50.00                         | \$50.00                         | \$0.00 | 0.0% |
| Temporary Signs (profit organizations)                     | \$35.00                         | \$35.00                         | \$0.00 | 0.0% |
| <b>PUBLIC HEARINGS</b>                                     | <b>2020 FYE</b>                 | <b>2021 FYE</b>                 |        |      |
| IFEC's   | \$400.00                        | \$400.00                        | \$0.00 | 0.0% |
| Parcel Reconfiguration/Split                               | \$100.00                        | \$100.00                        | \$0.00 | 0.0% |
| Ordinance/Rezoning Amendments                              | \$600.00                        | \$600.00                        | \$0.00 | 0.0% |
| <b>Development Plan Review</b>                             |                                 |                                 |        |      |
| Full Plan Review   | \$500.00                        | \$500.00                        | \$0.00 | 0.0% |
| Sketch Plan Review   | \$200.00                        | \$200.00                        | \$0.00 | 0.0% |
| Administration Review                                      | \$100.00                        | \$100.00                        | \$0.00 | 0.0% |
| Planning Commission Conditional Use                        | \$450.00                        | \$450.00                        | \$0.00 | 0.0% |
| Planning Commission Review of Lit Signs                    | \$75.00                         | \$75.00                         | \$0.00 | 0.0% |
| Street or Alley Vacation (plus requestor pays court costs) | \$500.00                        | \$500.00                        | \$0.00 | 0.0% |
| Zoning Board of Appeals Public Hearing                     | \$250.00                        | \$250.00                        | \$0.00 | 0.0% |
| Tentative Preliminary Plat Approval*                       | \$500 plus<br>\$5.00 per lot    | \$500 Plus<br>\$5.00 per lot    | \$0.00 | 0.0% |
| Final Preliminary Plat Approval*                           | \$250 plus<br>\$3.00 per lot    | \$250 plus<br>\$3.00 per lot    | \$0.00 | 0.0% |
| Final Plat Approval*                                       | \$30 per lot<br>(\$100 minimum) | \$30 per lot<br>(\$100 minimum) | \$0.00 | 0.0% |

\*Revision Fee - for each additional written technical review and recommendation provided by the staff or its consultant(s), due to a revision in the plat, there shall be an additional charge of fifty percent (50%) of the original fee, unless the City determines that the revision is of such significance that it warrants a second, full review, in which case the full fee shall be charged.

| <b>GENERAL</b>                      |            |            |        |      |
|-------------------------------------|------------|------------|--------|------|
| Commercial Contractor Use Permit    | \$1,000.00 | \$1,000.00 | \$0.00 | 0.0% |
| City Right-Of-Way Annual Use Permit | \$10.00    | \$10.00    | \$0.00 | 0.0% |
| Home Occupation Permit              | \$35.00    | \$35.00    | \$0.00 | 0.0% |
| Historic District Application Fee   | \$35.00    | \$35.00    | \$0.00 | 0.0% |
| House Burn                          | \$600.00   | \$600.00   | \$0.00 | 0.0% |
| Insufficient Fund Check             | \$30.00    | \$30.00    | \$0.00 | 0.0% |
| Solemnize a Marriage                | \$25.00    | \$25.00    | \$0.00 | 0.0% |

"FOIA" Research Pursuant to Statute: hourly wage of the lowest paid employee capable of retrieving the necessary information

**PLANNING/ZONING**

|  |                  |                  |        |      |
|--|------------------|------------------|--------|------|
| Special Meeting                              | \$500.00         | \$500.00         | \$0.00 | 0.0% |
| Zoning Verification Letter                   | \$75.00          | \$75.00          | \$0.00 | 0.0% |
| Research Fees                                | \$75.00 per hour | \$75.00 per hour | \$0.00 | 0.0% |
|  | \$200.00         | \$200.00         |        |      |
| Motion Picture & Television Coordination Fee | plus expenses    | plus expenses    | \$0.00 | 0.0% |
| Landscape Re-inspection Fee*                 | \$50.00          | \$50.00          | \$0.00 | 0.0% |

\*Charged to the developer or landowner if initial inspection is not passed due to failure to install plants and landscaping according to the requirements of the Boyne City Ordinance and the approved site plan

\*Applicant or property owner pays this one time fee to the City of Boyne City. This amount will be adjusted yearly using the Consumer Price Index (CPI)

*The Planning Commission may request certain studies to be completed at the expense of the applicant. In addition, the Planning Commission may initiate certain studies for a project at the expense of the applicant.*

**COPIES**

|                                     |                |                |        |      |
|-------------------------------------|----------------|----------------|--------|------|
| Black & White                       | \$.05 per page | \$.05 per page | \$0.00 | 0.0% |
| Color Copies up to 8 1/2 x 11       | \$0.10         | \$0.10         | \$0.00 | 0.0% |
| Annual Budget (indexed with binder) | \$35.00        | \$35.00        | \$0.00 | 0.0% |
| Annual Budget                       | \$.05 per page | \$.05 per page | \$0.00 | 0.0% |
| Boyne City Charter                  | \$10.00        | \$10.00        | \$0.00 | 0.0% |
| Zoning Ordinance                    | \$30.00        | \$30.00        | \$0.00 | 0.0% |
| Master Plan -CD                     | \$10.00        | \$10.00        | \$0.00 | 0.0% |
| Master Plan- Hard Copy              | \$50.00        | \$50.00        | \$0.00 | 0.0% |
| Downtown Development Action Plan    | \$5.00         | \$5.00         | \$0.00 | 0.0% |
| Water Front Master Plan             | \$40.00        | \$40.00        | \$0.00 | 0.0% |

Digital Geographic Data Fees (Use license only - not for redistribution)

**Orthophotography:** \$150 per tile (31 tiles) \$150 per tile (31 tiles) citywide: \$2,500

**Hard Copy Maps and Large Format Scanning and Copying**

|   |                  |                                 |        |       |
|---|------------------|---------------------------------|--------|-------|
| <b>Scanning</b>                         | \$2.00 per sheet | \$2.00 per sheet                |        | 0.00% |
| Up to 24" x 36" wide                    |                  |                                 |        |       |
| <b>Copy of drawings and blue prints</b> |                  |                                 |        |       |
| D size (24" x 36")                      | \$5.00           | \$5.00                          | \$0.00 | 0.00% |
| Tabloid (11" x 17")                     | \$3.00           | \$3.00                          | \$0.00 | 0.00% |
| Letter (8 1/2" x 11")                   | \$2.00           | \$2.00                          | \$0.00 | 0.00% |
| <b>50 ft scale Aerial Prints</b>        |                  |                                 |        |       |
| D size (24" x 36")                      | \$10.00          | \$10.00                         | \$0.00 | 0.00% |
| Tabloid (11" x 17")                     | \$5.00           | \$5.00                          | \$0.00 | 0.00% |
| Tabloid (8 1/2" x 11")                  | \$3.00           | \$3.00                          | \$0.00 | 0.00% |
| <b>Custom orders</b>                    |                  | \$60.00 per hour plus materials |        |       |

**WATER/WASTEWATER FEES**  
**1 May 2020 - 30 April 2021**

| <b>LABORATORY FEES</b>   | <b>2020 FYE</b> | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|--|-----------------|-----------------|---------------|-------------------|
| Any Single Parameter Analysis  | \$16.17         | \$16.33         | \$0.16        | 1.0%              |
| <b>USER FEES</b>   |                 |                 |               |                   |
| Sewer Televising (per hour)<br>(From time of departure to time of return.)           | \$108.84        | \$109.93        | \$1.09        | 1.0%              |
| Sewer Cleaning with Vactor (per hour)<br>(From time of departure to time of return.) | \$108.84        | \$109.93        | \$1.09        | 1.0%              |
| Sewer and water parts supplied by the City to<br>Contractors/Homeowners              | Cost plus 15%   | Cost plus 15%   |               |                   |
| <b>WATER TURN-OFF/TURN-ON</b>  |                 |                 |               |                   |
| During Working Hours   | \$46.00         | \$46.50         | \$0.50        | 1.0%              |
| During Non-working Hours (Overtime)  | \$80.00         | \$81.00         | \$1.00        | 1.0%              |
| <b>INDUSTRIAL PRE-TREATMENT FEES</b>   |                 |                 |               |                   |
| Initial Permit   | \$1,146.28      | \$1,157.74      | \$11.46       | 1.0%              |
| Renewal Permit   | \$573.14        | \$578.87        | \$5.73        | 1.0%              |
| (Industry pays for all expenses incurred to monitor compliance.)                     |                 |                 |               |                   |
| <b>WATER USER RATES</b>  |                 |                 |               |                   |
| Water used per quarter per thousand gallons  | \$2.86          | \$2.89          | \$0.03        | 1.0%              |
| Plus quarterly charge per meter size:  |                 |                 |               |                   |
| ¾"   | \$32.75         | \$33.08         | \$0.33        | 1.0%              |
| 1"   | \$78.33         | \$79.11         | \$0.78        | 1.0%              |
| 1-1/2"   | \$156.66        | \$158.23        | \$1.57        | 1.0%              |
| 2"   | \$250.67        | \$253.18        | \$2.51        | 1.0%              |
| 3"   | \$501.39        | \$506.40        | \$5.01        | 1.0%              |
| 4"   | \$902.56        | \$911.59        | \$9.03        | 1.0%              |
| 6"   | \$2,005.72      | \$2,025.78      | \$20.06       | 1.0%              |
| Sprinkler meter fee(billed once a year)  | \$70.62         | \$71.33         | \$0.71        | 1.0%              |

**On all multiple units, but not motels, serviced through a single meter, there shall be additional flat charge of \$7 per quarter for each such separate unit. If a meter is non-functioning, usage will be estimated.**

| <b>SEWER USER RATES</b>                     | <b>2020 FYE</b> | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|---|-----------------|-----------------|---------------|-------------------|
| Water used per quarter per thousand gallons | \$4.73          | \$4.78          | \$0.05        | 1.0%              |
| Plus quarterly charge per meter size:       |                 |                 |               |                   |
| 3/4" or less                                | \$33.00         | \$33.33         | \$0.33        | 1.0%              |
| 1"  | \$82.54         | \$83.37         | \$0.83        | 1.0%              |
| 1-1/2"                                      | \$165.15        | \$166.80        | \$1.65        | 1.0%              |
| 2"  | \$264.23        | \$266.87        | \$2.64        | 1.0%              |
| 3"  | \$528.52        | \$533.81        | \$5.29        | 1.0%              |
| 4"  | \$951.38        | \$960.89        | \$9.51        | 1.0%              |
| 6"  | \$2,114.25      | \$2,135.39      | \$21.14       | 1.0%              |
| Sewer only, no water, no meter              | \$88.46         | \$89.34         | \$0.88        | 1.0%              |

Environmental Regulation Assessment fee 0.75% of water and sewer bill

**On all multiple units, but not motels, serviced through a single meter, there shall be additional flat charge of \$6 per quarter for each such separate unit. If a meter is non-functioning, usage will be estimated.**

**CONNECTIONS FEES  
1 May 2020 - 30 April 2021**

Connection charges are based on water service size:

|                      | <b>WATER</b>    |                 | <b>Change</b> | <b>% Increase</b> |
|----------------------|-----------------|-----------------|---------------|-------------------|
|                      | <b>2020 FYE</b> | <b>2021 FYE</b> |               |                   |
| 5/8" to 3/4"         | \$1,573.00      | \$1,589.00      | \$16.00       | 1.0%              |
| 1"                   | \$1,700.00      | \$1,717.00      | \$17.00       | 1.0%              |
| 1.25"                | \$1,824.00      | \$1,842.00      | \$18.00       | 1.0%              |
| 1.5"                 | \$2,204.00      | \$2,226.00      | \$22.00       | 1.0%              |
| 2"                   | \$3,217.00      | \$3,249.00      | \$32.00       | 1.0%              |
| 3"                   | \$5,997.00      | \$6,057.00      | \$60.00       | 1.0%              |
| 4"                   | \$10,044.00     | \$10,144.00     | \$100.00      | 1.0%              |
| 6"                   | \$19,000.00     | \$19,190.00     | \$190.00      | 1.0%              |
| Sprinkler Meter 3/4" | \$249.00        | \$251.50        | \$2.50        | 1.0%              |
| Sprinkler Meter 1"   | \$322.00        | \$325.25        | \$3.25        | 1.0%              |

**City will provide a 3/4" meter with each paid connection charge, customers wanting to install a larger meter will pay the difference in the cost for this meter.**

|              | <b>SEWER</b>    |                 | <b>Change</b> | <b>% Increase</b> |
|--------------|-----------------|-----------------|---------------|-------------------|
|              | <b>2020 FYE</b> | <b>2021 FYE</b> |               |                   |
| 5/8" to 3/4" | \$1,573.00      | \$1,589.00      | \$16.00       | 1.0%              |
| 1"           | \$1,700.00      | \$1,717.00      | \$17.00       | 1.0%              |
| 1.25"        | \$1,824.00      | \$1,842.00      | \$18.00       | 1.0%              |
| 1.5"         | \$2,204.00      | \$2,226.00      | \$22.00       | 1.0%              |
| 2"           | \$3,217.00      | \$3,249.00      | \$32.00       | 1.0%              |
| 3"           | \$5,997.00      | \$6,057.00      | \$60.00       | 1.0%              |
| 4"           | \$10,044.00     | \$10,144.00     | \$100.00      | 1.0%              |
| 6"           | \$19,000.00     | \$19,190.00     | \$190.00      | 1.0%              |

Non-City Residents Shall Pay 1.5 times the above rates

## SCHEDULE OF FINES

| SECTION       | ORDINANCE   | 1 <sup>st</sup> Offense | 2 <sup>nd</sup> Offense          | 3 <sup>rd</sup> Offense          |                                   |
|---------------|---|-------------------------|----------------------------------|----------------------------------|-----------------------------------|
| 15.000-16.030 | The Zoning Ordinance, Ordinance No. A-28                            | 100.00                  | 150.00                           | 250.00                           |                                   |
| 12.350-12.359 | The Harbor Area, Ordinance No. A-25                                 | 100.00                  | 150.00                           | 250.00                           |                                   |
| 12.380-12.385 | Launch Ramp Regulations, Ordinance No. A-25(1)                      | 20.00                   | 30.00                            | 50.00                            |                                   |
| 35.050-35.059 | Garbage Collection and Disposal, Ordinance No. A-67                 | 50.00                   | 75.00                            | 100.00                           |                                   |
| 35.400-35.417 | Dogs, Ordinance No. A-9   | 75.00                   | 100.00                           | 150.00                           |                                   |
| 30.200-30.209 | Sidewalks-Protection and Cleanliness, Ordinance No. 59              | 50.00                   | 75.00                            | 100.00                           |                                   |
| 30.250-30.255 | Sidewalks-Snow Removal, Ordinance No. 96                            | 50.00                   | 75.00                            | 100.00                           |                                   |
| 35.000-35.014 | Nuisances, Ordinance No. 42   | 50.00                   | 75.00                            | 100.00                           |                                   |
| 20.010-20.090 | Sign Ordinance, Ordinance No. A-72                                  | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.000-20.007 | Skateboarding, Ordinance No. A-68                                   | 50.00                   | 75.00                            | 100.00                           |                                   |
| 20.100-20.119 | Park Shelter, Ordinance No. A-53                                    | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.130-20.168 | Parks; Beaches; Public Places, Ordinance No. A-43(1), A-43(2), A-43 | 75.00                   | 100.00                           | 125.00                           |                                   |
| 20.200-20.226 | Boyne River; Obstructing-Polluting, Ordinance No. 48                | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.300-20.353 | Minors; Contributing To Delinquency, Ordinance No. A-38             | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.450-20.459 | Outdoor Burning, Ordinance No. A-34                                 | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.800-20.805 | Soliciting, Ordinance No. 99  | 50.00                   | 75.00                            | 100.00                           |                                   |
| 20.900-20.906 | Transient Merchants, Ordinance No. 83                               | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.950-20.961 | Circuses, Shows, Exhibitions, Ordinance No. 69A                     | 100.00                  | 150.00                           | 250.00                           |                                   |
| 21.200-21.320 | Traffic Regulations, Use of Streets, Ordinance No. A-1              | III<br>IV<br>V<br>VI    | 20.00<br>50.00<br>25.00<br>25.00 | 30.00<br>75.00<br>50.00<br>50.00 | 50.00<br>100.00<br>75.00<br>75.00 |
| 21.450-21.454 | Parking; Snow Removal, Ordinance No. A-15                           | 20.00                   | 30.00                            | 50.00                            |                                   |
| 21.470-21.472 | Handicapper Reserved Parking, Ordinance No. A-64                    | 100.00                  | 150.00                           | 250.00                           |                                   |
| 21.500-21.504 | Parking on Private Property, Ordinance No. A-39                     | 50.00                   | 75.00                            | 100.00                           |                                   |
| 21.530-21.535 | School Bus Regulations, Ordinance No. A-13                          | 100.00                  | 150.00                           | 250.00                           |                                   |
| 21.560-21.564 | Snowmobiles, Ordinance No. A-57                                     | 100.00                  | 150.00                           | 250.00                           |                                   |
| 17.000-17.010 | Property Division-Reconfiguration, Ordinance No. A-69               | 100.00                  | 150.00                           | 250.00                           |                                   |
| 22.350-22.360 | Dilapidated and Unsafe Buildings, Ordinance No. A-70                | 100.00                  | 150.00                           | 250.00                           |                                   |
| 20.700-20.707 | Electrical Interference, radios, phonograph, Ordinance No. A-81     | 100.00                  | 150.00                           | 250.00                           |                                   |
| 21.600-21.605 | Avalanche Mountain, Ordinance No. A-61                              | 100.00                  | 150.00                           | 250.00                           |                                   |
| 35.500-35.514 | Cemeteries, Ordinance No. A-17                                      | 50.00                   | 75.00                            | 100.00                           |                                   |

**MISCELLANEOUS FEES**

**1 May 2020 - 30 April 2021**

**STREET FEES**

| <b>ROAD CUTS</b>       | <b>2020 FYE</b>         | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|------------------------|-------------------------|-----------------|---------------|-------------------|
| Permit Fee             | \$25.00                 | \$25.00         | \$0.00        | 0.0%              |
| (Plus cost of Repairs) | Time and Material + 15% |                 |               |                   |

**PARK FEES**

|  |           |           |        |      |
|--|-----------|-----------|--------|------|
| Veterans Park Pavillion                  | \$100.00  | \$100.00  | \$0.00 | 0.0% |
| Rotary Park Pavillion                    | \$80.00   | \$80.00   | \$0.00 | 0.0% |
| Old City Park Gazebo                     | \$50.00   | \$50.00   | \$0.00 | 0.0% |
| 1910 Building                            | \$50.00   | \$50.00   | \$0.00 | 0.0% |
| River Trail Pavillion                    | \$50.00   | \$50.00   | \$0.00 | 0.0% |
| Peninsula Beach                          | \$80.00   | \$80.00   | \$0.00 | 0.0% |
| Sunset Park                              | \$80.00   | \$80.00   | \$0.00 | 0.0% |
| Avalanche Warming House(off season only) | \$80.00   | \$80.00   | \$0.00 | 0.0% |
| Non-Profit Organization                  | No charge | No charge |        |      |

**Reservation fee is due within 2 weeks of the date the reservation is taken.  
Payment is refundable if there is a minimum of two weeks notice prior to the date of the event.  
If the shelter is not left clean, a fee may be assessed.**

|                         |        |        |        |      |
|-------------------------|--------|--------|--------|------|
| <b>Skate Sharpening</b> | \$3.00 | \$3.00 | \$0.00 | 0.0% |
|-------------------------|--------|--------|--------|------|

**AIRPORT FEES**

**CARS**

|                                    |          |          |        |      |
|------------------------------------|----------|----------|--------|------|
| Overnight                          | \$2.00   | \$2.00   | \$0.00 | 0.0% |
| Weekly                             | \$10.00  | \$10.00  | \$0.00 | 0.0% |
| Monthly                            | \$25.00  | \$25.00  | \$0.00 | 0.0% |
| Six Month                          | \$75.00  | \$75.00  | \$0.00 | 0.0% |
| Yearly                             | \$125.00 | \$125.00 | \$0.00 | 0.0% |
| Boat Trailer Parking-Daily Fee     | \$5.00   | \$5.00   | \$0.00 | 0.0% |
| Boat Trailer Parking-Weekly Fee    | \$25.00  | \$25.00  | \$0.00 | 0.0% |
| Boat Trailer Parking-Monthly Fee   | \$75.00  | \$75.00  | \$0.00 | 0.0% |
| Boat Trailer Parking- Seasonal Fee | \$200.00 | \$200.00 | \$0.00 | 0.0% |

**AIRPLANES**

|                        |         |         |        |      |
|------------------------|---------|---------|--------|------|
| Overnight              | \$5.00  | \$5.00  | \$0.00 | 0.0% |
| Monthly - hard surface | \$30.00 | \$30.00 | \$0.00 | 0.0% |
| Monthly - grass        | \$30.00 | \$30.00 | \$0.00 | 0.0% |
| Fuel (Market Rate +)   | \$0.40  | \$0.40  | \$0.00 | 0.0% |

**AIRPORT HANGERS**

|  | <b>2020 FYE</b> | <b>2021 FYE</b> |        |      |
|--|-----------------|-----------------|--------|------|
| Airport Commercial Operator Permit (3 years) | \$50.00         | \$50.00         | \$0.00 | 0.0% |
| T-Hanger-Monthly*                            | \$210.00        | \$210.00        | \$0.00 | 0.0% |
| T-Hanger +Garage -Monthly*                   | \$250.00        | \$250.00        | \$0.00 | 0.0% |
| Big Hanger -Monthly*                         | \$500.00        | \$500.00        | \$0.00 | 0.0% |
| Medium Hanger-Monthly*                       | \$300.00        | \$300.00        | \$0.00 | 0.0% |
| Small Garage Only-Monthly*                   | \$110.00        | \$110.00        | \$0.00 | 0.0% |
| Daily- Any Size                              | \$60.00         | \$60.00         | \$0.00 | 0.0% |
| Weekend- Fri & Sat                           | \$100.00        | \$100.00        | \$0.00 | 0.0% |

Deposit= One Month Rate

\*Pay 10 months in advance/at once get 2 months free

**EMERGENCY SERVICE FEES**

**1 May 2020 - 30 April 2021**

| <b>AMBULANCE CHARGES</b>                    | <b>2020 FYE</b> | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|---|-----------------|-----------------|---------------|-------------------|
| Basic Life Support                          | \$575.00        | \$575.00        | \$0.00        | 0.0%              |
| Advanced Life Support 1                     | \$650.00        | \$650.00        | \$0.00        | 0.0%              |
| Advanced Life Support 2                     | \$725.00        | \$780.00        | \$55.00       | 7.6%              |
| Emergency Response Non-Transport            | \$275.00        | \$275.00        | \$0.00        | 0.0%              |
| Emergency Response Non-Transport Assist Fee | \$100.00        | \$100.00        | \$0.00        | 0.0%              |
| Mileage (Per Mile)                          | \$15.00         | \$15.00         | \$0.00        | 0.0%              |
| Oxygen                                      | \$35.00         | \$35.00         | \$0.00        | 0.0%              |
| Wait Time (per 15 minutes)                  | \$67.00         | \$67.00         | \$0.00        | 0.0%              |
| Non -Transport (ALS Response)               | \$45.00         | \$45.00         | \$0.00        | 0.0%              |
| Life Support Call Out Fee                   | \$325.00        | \$325.00        | \$0.00        | 0.0%              |

**EMERGENCY VEHICLE RENTAL RATES**

**1 May 2020 - 30 April 2021**

| <b>EQUIPMENT (dollars per hour)</b> | <b>2020 FYE</b>   | <b>2021 FYE</b>   | <b>Change</b> | <b>% Increase</b> |
|-------------------------------------|-------------------|-------------------|---------------|-------------------|
| <b>FIRE DEPARTMENT</b>              |                   |                   |               |                   |
| Pumper                              | \$350.00          | \$350.00          | \$0.00        | 0.0%              |
| Tanker                              | \$175.00          | \$175.00          | \$0.00        | 0.0%              |
| Jaws Vehicle w/equip                | \$125.00          | \$125.00          | \$0.00        | 0.0%              |
| Generator                           | \$7.50            | \$7.50            | \$0.00        | 0.0%              |
| Aerial                              | \$537.00          | \$537.00          | \$0.00        | 0.0%              |
| Brush Truck                         | \$75.00           | \$75.00           | \$0.00        | 0.0%              |
| Fire Personnel                      | \$20.00           | \$20.00           | \$0.00        | 0.0%              |
| <b>AMBULANCE DEPARTMENT</b>         |                   |                   |               |                   |
| Ambulance vehicle                   | \$75.00           | \$75.00           | \$0.00        | 0.0%              |
| Ambulance personnel                 | hourly rate x 27% | hourly rate x 27% | \$0.00        | 0.0%              |

**POLICE FEES**

**1 May 2020 - 30 April 2021**

| <b>GENERAL</b>                   | <b>2020 FYE</b> | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|----------------------------------|-----------------|-----------------|---------------|-------------------|
| Copies                           | \$2.00          | \$5.00          | \$3.00        | 150.0%            |
| Online Copies                    | \$0.00          | \$2.00          | \$2.00        | New               |
| PBT Test -City Resident          | \$1.00          | \$1.00          | \$0.00        | 0.0%              |
| PBT Test -County Resident        | \$2.00          | \$2.00          | \$0.00        | 0.0%              |
| PBT Test- Out of County Resident | \$5.00          | \$5.00          | \$0.00        | 0.0%              |
| Tube                             | \$1.00          | \$1.00          | \$0.00        | 0.0%              |
| Copies - per page                | \$0.05          | \$0.05          | \$0.00        | 0.0%              |
| Thumb Drive                      | \$10.00         | \$7.00          | -\$3.00       | -30.0%            |
| Other Media                      | As Determined   | As Determined   | \$0.00        | 0.0%              |
| DVD                              | \$0.00          | \$2.00          | \$2.00        | New               |

**TRAFFIC CONTROL ASSISTANCE**

(when moving oversized structures, trailers or loads on City streets within City limits:

|                          |         |         |        |      |
|--------------------------|---------|---------|--------|------|
| Flat fee/vehicle         | \$50.00 | \$50.00 | \$0.00 | 0.0% |
| Hourly rate per employee | \$25.00 | \$25.00 | \$0.00 | 0.0% |

**INCIDENT REPORTS**

|   | <b>2020 FYE</b> | <b>2021 FYE</b> | <b>Change</b> | <b>% Increase</b> |
|---|-----------------|-----------------|---------------|-------------------|
| Preparation & redaction of paper copies per hour (1/4 hr min) plus applicable benefit costs | \$20.88         | \$20.88         | \$0.00        | 0.0%              |
| Preparation & redaction of audio/video per hour (1/4 hr min) plus applicable benefit costs  | \$28.40         | \$30.28         | \$1.88        | 6.6%              |

**BOYNE CITY MUNICIPAL MARINA**

1 May 2020 - 30 April 2021

**As directed by the State of Michigan Waterways Commission**

*CASH/CHECK AMOUNT*

| <b>BOAT SIZE</b>       | <u>2020 FYE</u>  |                   | <u>PER NIGHT</u> | <u>2021 FYE</u>   |                   |
|------------------------|------------------|-------------------|------------------|-------------------|-------------------|
|                        | <u>PER NIGHT</u> | <u>PER SEASON</u> |                  | <u>PER SEASON</u> | <u>PER SEASON</u> |
| 20'                    | \$30.00          | \$1,825.00        |                  |                   |                   |
| 21'                    | \$30.00          | \$1,916.00        |                  |                   |                   |
| 22'                    | \$30.00          | \$2,007.00        |                  |                   |                   |
| 23'                    | \$30.00          | \$2,098.00        |                  |                   |                   |
| 24'                    | \$32.00          | \$2,190.00        |                  |                   |                   |
| 25'                    | \$32.00          | \$2,281.00        |                  |                   |                   |
| 26'                    | \$34.00          | \$2,372.00        |                  |                   |                   |
| 27'                    | \$35.00          | \$2,463.00        |                  |                   |                   |
| 28'                    | \$36.00          | \$2,555.00        |                  |                   |                   |
| 29'                    | \$37.00          | \$2,646.00        |                  |                   |                   |
| 30'                    | \$39.00          | \$2,737.00        |                  |                   |                   |
| 31'                    | \$41.00          | \$2,861.00        |                  |                   |                   |
| 32'                    | \$42.00          | \$2,954.00        |                  |                   |                   |
| 33'                    | \$43.00          | \$3,046.00        |                  |                   |                   |
| 34'                    | \$45.00          | \$3,138.00        |                  |                   |                   |
| 35'                    | \$46.00          | \$3,268.00        |                  |                   |                   |
| 36'                    | \$50.00          | \$3,437.00        |                  |                   |                   |
| 37'                    | \$51.00          | \$3,533.00        |                  |                   |                   |
| 38'                    | \$52.00          | \$3,628.00        |                  |                   |                   |
| 39'                    | \$58.00          | \$3,807.00        |                  |                   |                   |
| 40'                    | \$59.00          | \$3,904.00        |                  |                   |                   |
| 41'                    | \$61.00          | \$4,002.00        |                  |                   |                   |
| 42'                    | \$62.00          | \$4,099.00        |                  |                   |                   |
| 43'                    | \$64.00          | \$4,288.00        |                  |                   |                   |
| 44'                    | \$65.00          | \$4,388.00        |                  |                   |                   |
| 45'                    | \$67.00          | \$4,535.00        |                  |                   |                   |
| 46'                    | \$68.00          | \$4,681.00        |                  |                   |                   |
| 47'                    | \$70.00          | \$4,837.00        |                  |                   |                   |
| 48'                    | \$71.00          | \$4,990.00        |                  |                   |                   |
| 49'                    | \$73.00          | \$5,094.00        |                  |                   |                   |
| 50'                    | \$74.00          | \$5,198.00        |                  |                   |                   |
| 51'                    | \$75.00          | \$5,356.00        |                  |                   |                   |
| 52'                    | \$77.00          | \$5,517.00        |                  |                   |                   |
| 53'                    | \$78.00          | \$5,623.00        |                  |                   |                   |
| 54'                    | \$80.00          | \$5,786.00        |                  |                   |                   |
| 55'                    | \$81.00          | \$5,893.00        |                  |                   |                   |
| 56'                    | \$83.00          | \$6,000.00        |                  |                   |                   |
| 57'                    | \$84.00          | \$6,108.00        |                  |                   |                   |
| 58'                    | \$86.00          | \$6,215.00        |                  |                   |                   |
| 59'                    | \$87.00          | \$6,322.00        |                  |                   |                   |
| 60'                    | \$89.00          | \$6,493.00        |                  |                   |                   |
| 61'                    | \$90.00          |                   |                  |                   |                   |
| 62'                    | \$92.00          |                   |                  |                   |                   |
| 63'                    | \$93.00          |                   |                  |                   |                   |
| 64'                    | \$95.00          |                   |                  |                   |                   |
| 65'                    | \$96.00          |                   |                  |                   |                   |
| 66'                    | \$98.00          |                   |                  |                   |                   |
| 67'                    | \$99.00          |                   |                  |                   |                   |
| 68'                    | \$101.00         |                   |                  |                   |                   |
| 69'                    | \$102.00         |                   |                  |                   |                   |
| 70'                    | \$104.00         |                   |                  |                   |                   |
| 71'                    | \$105.00         |                   |                  |                   |                   |
| 72'                    | \$107.00         |                   |                  |                   |                   |
| 73'                    | \$108.00         |                   |                  |                   |                   |
| 74'                    | \$111.00         |                   |                  |                   |                   |
| 75'                    | \$113.00         |                   |                  |                   |                   |
| 76'                    | \$114.00         |                   |                  |                   |                   |
| 77'                    | \$116.00         |                   |                  |                   |                   |
| 78'                    | \$117.00         |                   |                  |                   |                   |
| 79'                    | \$119.00         |                   |                  |                   |                   |
| 80'                    | \$120.00         |                   |                  |                   |                   |
| Over 81'               | 1.50 per ft      |                   |                  |                   |                   |
| Jet Ski Auxillary dock | \$10.00          |                   |                  |                   |                   |

Over 60' = \$110 per ft.

| MISCELLANEOUS FEES  | 2020 FYE  | 2021 FYE | Change | % Increase |
|---|---|----------|--------|------------|
| Waiting List Fee (initial)  | \$25.00   | \$25.00  | \$0.00 | 0.0%       |
| Waiting List Fee (annually)   | \$25.00   | \$25.00  | \$0.00 | 0.0%       |
| Dinghy Storage - non-marina boat  | \$75.00   | \$75.00  | \$0.00 | 0.0%       |
| <b>LAUNCH RAMP FEES</b>   |   |          |        |            |
| Daily Boat Launch Fee   | \$7.00  | \$7.00   | \$0.00 | 0.0%       |
| Annual Commercial Boat Launch Fee   | \$150.00  | \$150.00 | \$0.00 | 0.0%       |
| Overnight Car w/ Trailer Parking Fee (per night)  | \$7.00  | \$7.00   | \$0.00 | 0.0%       |
| <b>Seasonal Launch Ramp Pass:</b>   |   |          |        |            |
| City tax payer/Residents  | No charge per taxpayer (limit one per taxpayer) |          |        |            |
| Non-city tax payer  | \$35.00   | \$35.00  | \$0.00 | 0.0%       |
| Additional permits*   | \$10.00   | \$10.00  | \$0.00 | 0.0%       |
| * Additional permits can be purchased as long as all boats are registered in your name. |   |          |        |            |
| <b>Boat and/or Trailer Storage Fees</b>   |   |          |        |            |
| Daily   | \$5.00  | \$5.00   | \$0.00 | 0.0%       |
| Weekly  | \$25.00   | \$25.00  | \$0.00 | 0.0%       |
| Monthly   | \$75.00   | \$75.00  | \$0.00 | 0.0%       |
| Seasonal (May15-Oct. 15) Marina Guests  | \$200.00  | \$200.00 | \$0.00 | 0.0%       |
| Seasonal (May15-Oct. 15) Non-Marina Guests  | \$250.00  | \$250.00 | \$0.00 | 0.0%       |

**CITY OF BOYNE CITY  
F. GRANT MOORE MUNICIPAL MARINA  
WAIT LIST POLICY**

1. It is the policy of the CITY OF BOYNE CITY Municipal Marina to allow current seasonal renters the option of returning for the next season. Current renters must commit by November 1 for the next season. In the event that there is a vacancy, every effort will be made to fill these vacancies by February 1. In the event that you are notified of an available slip by February 1, and you do not take the slip, you will remain on the list in your seniority order after your first refusal but will drop to the bottom of the list after your second refusal. If you are notified after February 1 and you refuse, you will remain on the list in your seniority order. After any refusal or lack of response or commitment as stated in # 4, the City will then go to the next person on the list. An offer of an available slip will only be made to a person once per season.
2. One name/person only on registration regardless if they co-own the boat with another person. Registration is **not** transferable (with the exception of his/her spouse).
3. When registering on the wait list, complete information must be given including home and work telephone numbers. Contacting by telephone speeds the process of filling vacancies. The city will try for two (2) days to contact you by telephone. If no contact is made by phone, a 1st class letter will be sent and you will have seven (7) days to respond. The seven days will start from the date of the letter. If there is no response either by phone or letter, you will be treated as described in #1. The City is not responsible for incorrect contact information.
4. There is a fee of \$25 to be on the large dock list and/or small dock list initially. There is an annual fee of \$25 per year to be kept on respective list(s). Fees are due by November 1, and if not paid you will be removed from the list(s). A statement will be sent the first week of October.
5. The large dock list is for boats over 20' long. The small dock list is for boats under 20' long. Failure to report correct size of boat will mean forfeiture of slip. Measurements will include extensions such as bow pulpits, and swim platforms.

Approved by the City Commission on March 11, 2008

**BOYNE CITY MAPLE LAWN CEMETERY FEES**  
**1 May 2020 - 30 April 2021**

| <b>LOT FEES</b> | <b><u>Resident</u></b> | <b><u>Non-resident</u></b> | <b><u>Change</u></b> | <b><u>% Increase</u></b> |
|-----------------|------------------------|----------------------------|----------------------|--------------------------|
| Full Burial Lot | \$420.00               | \$575.00                   | \$0.00               | 0%                       |
| Cremains Area   | \$180.00               | \$260.00                   | \$0.00               | 0%                       |

Lot Purchase Plan\* (monthly) \$40 per lot

\*Not to exceed 12 months from date of contract. In the event the account becomes three months (90 days) past due, the contract will become null and void unless the remaining balance is paid within 30 days. Beyond 120 days past due, the lot(s) will revert back to the City. All funds paid towards the purchase will be retained by the City of Boyne City. No burials will be made until the lot and interment fees are paid in full.

|                                   | <b><u>2020 FYE</u></b> | <b><u>2021 FYE</u></b> | <b><u>Change</u></b> | <b><u>% Increase</u></b> |
|-----------------------------------|------------------------|------------------------|----------------------|--------------------------|
| <b>GRAVE OPENING FEES</b>         |                        |                        |                      |                          |
| April 1 - November 30             |                        |                        |                      |                          |
| Monday - Friday                   | \$400.00               | \$400.00               | \$0.00               | 0%                       |
| Saturday, Sunday, & City Holidays | \$500.00               | \$500.00               | \$0.00               | 0%                       |
| December 1 - March 31*            |                        |                        |                      |                          |
| Monday - Friday                   | \$650.00               | \$650.00               | \$0.00               | 0%                       |
| Saturday, Sunday, & City Holidays | \$750.00               | \$750.00               | \$0.00               | 0%                       |

| <b>GRAVE OPENING FEES</b>         | <b><u>36" grave or under</u></b> | <b><u>36" grave or under</u></b> |        |    |
|-----------------------------------|----------------------------------|----------------------------------|--------|----|
| April 1 - November 30             |                                  |                                  |        |    |
| Monday - Friday                   | \$250.00                         | \$250.00                         | \$0.00 | 0% |
| Saturday, Sunday, & City Holidays | \$350.00                         | \$350.00                         | \$0.00 | 0% |
| December 1 - March 31*            |                                  |                                  |        |    |
| Monday - Friday                   | \$450.00                         | \$450.00                         | \$0.00 | 0% |
| Saturday, Sunday, & City Holidays | \$550.00                         | \$550.00                         | \$0.00 | 0% |

\*Rates will vary according to equipment used. Base rate is used plus time and material to remove snow and thaw ground. Winter burials contingent upon accessibility to gravesite.

| <b>ADDITIONAL FEES</b> |          |          |        |    |
|------------------------|----------|----------|--------|----|
| Over 3 feet wide       | \$115.00 | \$115.00 | \$0.00 | 0% |

| <b>FEES FOR CREMATION GRAVE OPENING</b> |          |          |        |    |
|---|----------|----------|--------|----|
| Monday - Friday                         | \$185.00 | \$185.00 | \$0.00 | 0% |
| Saturday, Sunday and City Holidays      | \$285.00 | \$285.00 | \$0.00 | 0% |

**DISINTERMENT**

1 1/2 above costs

**REINTERMENT**

Same as grave opening costs

**WINTER STORAGE**

|  |          |          |        |    |
|--|----------|----------|--------|----|
| For burial other than in Maple Lawn Cemetery | \$105.00 | \$105.00 | \$0.00 | 0% |
|--|----------|----------|--------|----|

**PUBLIC CITY HALL MEETING ROOM FEES**  
**1 May 2020- 30 April 2021**

The meeting rooms of the city hall of the City of Boyne City shall be made available for use upon the following priorities and for the charges hereinafter set forth:

|                                 | <u>2020 FYE</u> | <u>2021 FYE</u> | <u>Change</u> | <u>% Increase</u> |
|---------------------------------|-----------------|-----------------|---------------|-------------------|
| <b>FIRST PRIORITY</b>           |                 |                 |               |                   |
| Meetings of the City Commission | N/C             | N/C             | \$0.00        | 0%                |
| <b>SECOND PRIORITY</b>          |                 |                 |               |                   |
| City Advisory Boards            | N/C             | N/C             | \$0.00        | 0%                |
| <b>THIRD PRIORITY</b>           |                 |                 |               |                   |
| City Departments/Staff          | N/C             | N/C             | \$0.00        | 0%                |

**FOURTH PRIORITY**

Public groups, which are defined as groups of citizens meeting regarding matters of concern to the entire community, open to the entire community. Examples of such groups are: Chamber of Commerce, Junior Chamber of Commerce, Public Conservation Groups, Seniors, etc. There will be no charge for public groups.

- (a) A public group which schedules regular meetings throughout the year shall have priority over other public groups which do not meet regularly. Meetings shall be limited to four a month of any one group.
- (b) A meeting of public group concerning a matter of general public interest attracting the largest number of citizens shall have priority over a meeting of less public interest except a regularly scheduled meeting.
- (c) A public group from within the city would have priority over a public group from outside the city.

**FIFTH PRIORITY**

Private groups based within the City of Boyne City. A private group is defined as any group other than a public group whose meetings are not open to all members of the public. Examples of private groups are clubs, associations, special purpose organizations, and any for profit organizations.

|  | <u>2020 FYE</u> | <u>2021 FYE</u> | <u>Change</u> | <u>% Increase</u> |
|--|-----------------|-----------------|---------------|-------------------|
| City Commission Chambers                     | \$200.00        | \$200.00        | \$0.00        | 0%                |
| Parkview Conference Room                     | \$75.00         | \$75.00         | \$0.00        | 0%                |
| Outdoor Patio                                | \$100.00        | \$100.00        | \$0.00        | 0%                |
| Community Training Room                      | \$100.00        | \$100.00        | \$0.00        | 0%                |
| Community Training Room Kitchen              | \$50.00         | \$50.00         | \$0.00        | 0%                |
| East Conference Room                         | \$50.00         | \$50.00         | \$0.00        | 0%                |
| West Conference Room                         | \$50.00         | \$50.00         | \$0.00        | 0%                |
| Non Cleaned/Damaged Deposit                  | \$100.00        | \$100.00        | \$0.00        | 0%                |
| Alcohol - Additional Deposit                 | \$50.00         | \$50.00         | \$0.00        | 0.0%              |
| Food - Additional Deposit                    | \$50.00         | \$50.00         | \$0.00        | 0.0%              |
| Weddings/Parties/Events - Additional Deposit | \$50.00         | \$50.00         | \$0.00        | 0.0%              |

**RULES AND REGULATIONS  
CITY HALL PUBLIC MEETING ROOMS  
GENERAL REGULATIONS**

- (a) In the case of groups which meet regularly, the city manager, with the advice and consent of the city commission, shall during the month of January of each year, review the scheduling of all such groups and amend, adjust, or terminate future meetings in order to equitable permit all such groups desiring to utilize the facilities to do so on an equitable sharing basis.
- (b) All public or private groups shall be required to clean up and leave the premises in a clean, orderly condition including meeting room, hall-way, and restrooms. The city manager may establish a user fee for any group, with sum based upon the actual cost of cleaning and maintaining the premises. A rental fee may be charged to help defray costs of maintaining this room and area.
- (c) The city manager may establish a user fee which is less for any group which uses the facility on a regular schedule (weekly, monthly, bi-monthly, quarterly) pre-arranged, and which group has left the facility in a clean, orderly condition. A greater service charge may be made to groups which do not use the facility on a regular base or which do not leave the premises clean and orderly. The city manager, or his representative, may increase or decrease the service charge to any group at any time based upon the group's care of the premises, or may immediately terminate present or future use of the facility by the group if the facility is not being properly cared for or if disorderly persons are permitted to remain on the premises.
- (d) In the event of damage or unreasonable uncleanliness, the group using the premises shall be required to pay the city for such damage or uncleanliness caused by the group or any individual present at the meeting regardless of who may have been individually responsible, at actual cost of clean-up by city personnel.
- (e) Under no circumstances shall alcoholic beverages or drugs be served, used, or allowed upon the premises without prior written permission of the city manager.
- (f) The city manager may establish further rules and regulations for use of the premises and any group shall be responsible for compliance with such rules for the use of the premises.
- (g) No smoking allowed.
- (h) No pets or animals are allowed at any time on the premises with the exception of leader dogs.
- (i) Children must be under adult supervision at all times especially while any meeting is in session.