



OUR MISSION

“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.”

November 7, 2019 – 8:30 A.M. Boyne City City Hall

1. CALL MEETING TO ORDER AND ROLL CALL
2. READING AND APPROVAL OF MINUTES – October 3, 2019
3. HEARING CITIZENS PRESENT (ON NON-AGENDA ITEMS)
4. CORRESPONDENCE
 - A. Free Clinic Thank You Note
5. MAIN STREET COMMITTEE REPORTS
 - A. Organization – Michelle Cortright
 - a. Boyne Thunder
 - B. Promotions/Marketing – Chris Bandy
 - C. Design – Becky Harris
 - D. Economic Vitality/Team Boyne – Mike Cain
6. MAIN STREET DIRECTOR’S REPORT
7. UNFINISHED BUSINESS
 - A. Michigan Main Street Contract

Consideration to approve the *Michigan Main Street Program Community Requirements and Expectations Agreement* as proposed

8. NEW BUSINESS

- A. Boyne Thunder

Presentation of checks to Camp Quality and Challenge Mountain

B. Double Up Food Bucks Memorandum of Understanding

Consideration to approve the Memorandum of Understanding with Fair Food Network to continue accepting Double Up Food Bucks at the Boyne City Farmers Market

C. Team Boyne

Consideration to form an economic vitality committee as recommended by Organization Committee and outgoing Team Boyne chair

D. Financial Report Review

- i. Boyne City Main Street
- ii. Boyne City Farmers Market

9. GOOD OF THE ORDER

10. ANNOUNCEMENTS

- A. Farmers Market Committee Meeting, Monday, Nov. 11, 10:00 a.m. – City Hall
- B. Promotions/ Marketing Committee Meeting, Tuesday, Nov. 12, 9:00 a.m. – Library
- C. Organization Committee Meeting, Tuesday, Nov. 12, 3:00 p.m. (Please note new time)– Library
- D. Economic Vitality/Team Boyne Meeting – Friday, Nov. 15, 9:00 a.m. - Library
- E. Boyne Thunder – Thursday, Nov. 21, 5:00 p.m. – Library
- F. Design Committee Meeting, Monday, Dec. 2, 4:00 p.m. – City Hall
- G. Main Street Board Meeting, Thursday, Dec. 5, 8:30 a.m. – City Hall (Please note we will meet in the 1st Floor Community Room)

11. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact Boyne City Hall for assistance: Cindy Grice, Clerk/Treasurer, 319 North Lake St., Boyne City, MI 49712; 231-582-0334



Approved: _____

Meeting of
October 3, 2019

MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING
HELD ON THURSDAY, OCTOBER 3, 2019 at 8:30 AM CITY HALL, 319 NORTH
LAKE STREET

Call to Order

Chair Chris Bandy called the meeting to order at 8:32 a.m.

Roll Call

Present: Jodie Adams, Chris Bandy, Patti Gabos, Becky Harris , Patrick Little and
Rob Swartz

Absent: Michael Cain, Michelle Cortright, Pat O'Brien

**Meeting
Attendance**

City Staff: Main Street Director Kelsie King-Duff, Recording Secretary Jane
Halstead, Assistant Planner Patrick Kilkenny, Main Street Assistant
Ingrid Day

Public: Two

**Excused Absences
MOTION**

Gabos moved, Adams seconded, PASSED UNANIMOUSLY to excuse Michael Cain,
Michelle Cortright and Pat O'Brien.

**Approval of
Minutes
MOTION**

Adams moved, Harris seconded, to approve the September 5, 2019 minutes as
presented.

**Hearing Citizens
Present**

None.

Correspondence

None.

Committee Reports

Organization Committee

Minutes received and filed. Next month we should have more numbers from Boyne
Thunder.

Promotions/Marketing Committee

Minutes received and filed. Harvest Fest went well. The Santa Parade and Earlier
than the Bird are coming up.

Fall Restaurant Week has been cancelled due to lack of interest.

Thanks to Ingrid Day for all of her efforts.

Design Committee

Minutes received and filed. New trees were placed in front of One Water Street. We need to find trees that will survive better in our environment. The Board also discussed how to maintain the riverbank area and manage the overgrowth.

Economic Vitality/Team Boyne

Scott McPherson discussed the recent parking recommendations. Property maintenance standards were also discussed. Business visits will be taking place soon.

Director's Report

Received and filed. Back to the Bricks has chosen Boyne City as a host city for their 2020 tour. The event will be held on June 7th. The last time they were here was a positive experience. The City Commission has approved the grant agreement with the MEDC for Outdoor Beerdrum's expansion for the Hoppy Hound. We want to spread the word so that other businesses know that we offer this kind of support.

Unfinished Business

Michigan Main Street Contract

Michigan Main Street Contract

Consideration to approve the Michigan Main Street Program Community Requirements and Expectations Agreement as proposed.

A new contract with Michigan Main Street was reviewed at the August Main Street Board meeting. Some of the wording which was of a concern to the Board has since been updated by Michigan Main Street. The new agreement does not specify how the old agreement is terminated. Kelsie King Duff does not recommend approval of the contract at this time. The deadline for having the contract back to MEDC is November 20th so we still have time to get a clearer picture and readdress the contract at the next Main Street meeting.

New Business

Holiday Lighting Contract

Holiday Lighting Contract

Consideration to approve a 1 year contract with Holiday Lighting Services for up to \$10,000.

Kelsie King-Duff reviewed the holiday lighting plan for downtown. We have two contracts for our holiday lighting. One covers the snowflakes and larger items. The other contract is with Holiday Lighting Services which handles the lighting of the trees. We have been utilizing a rotating plan so that all lights don't have to be replaced at the same time. Consensus is that the lighting has improved.

Adams moved, Swartz seconded, PASSED UNANIMOUSLY to approve a 1 year contract with Holiday lighting Services for up to \$10,000.

Boyne Thunder 2020

Boyne Thunder 2020

Consideration to allocate 55% of net income to Camp Quality, 10% of net income to Challenge Mountain, and 35% of net income to Boyne City Main Street pending the same level of volunteer support for Boyne Thunder 2020.

The Board agrees with the allocation.

MOTION

Adams moved, Little seconded, PASSED UNANIMOUSLY to allocate 55% of net income to Camp Quality, 10% of net income to Challenge Mountain, and 35% of net income to Boyne City Main Street pending the same level of volunteer support for Boyne Thunder 2020.

Financial Report Review

The Financial Report was received and filed.

Good Of The Order

- Bob Huff passed away this week. He will be missed.
- Julie Greenwalt passed away recently. She was a great supporter of the Farmer's Market and will be missed.
- Main Street is trying to get a volunteer data base put together. Please fill out a volunteer information form if you have not done so.
- The City Commission is putting together a focus group to discuss recreational marijuana. If anyone from the Board is interested, please let Kelsie know.
- There are two vacancies on the Boyne City Planning Commission. To be eligible to serve, one must be a resident of Boyne City for a year or more.
- Happy 45th Wedding Anniversary to Candy and Chris Bandy.

Motion to go into Closed Session MOTION

Bandy moved, Swartz seconded, PASSED UNANIMOUSLY to go into closed session regarding Attorney/Client Privilege document as provided in MCL 15.268 (h) of the Michigan Open Meetings Act (PA 267 of 1976) at 9:07 a.m.

Motion to Exit the Closed Session MOTION

Little moved, Swartz seconded, PASSED UNANIMOUSLY to exit the closed session and return to open session at 9:10 a.m.

Adjournment

Swartz moved, Bandy seconded, PASSED UNANIMOUSLY to adjourn the October 3, 2019 meeting of the Boyne City Main Street Board at 9:11 a.m.

Jane Halstead, Recording Secretary

To: All of the generous
vendors at the Farmers
Market,

Thank you all so much
for everything you
donated to the Boyne
Area Free Clinic Fund-
raiser! The produce
and the Flowers were
a wonderful addition
to our auction. We are
all so grateful for your
kindness and generosity.
Thank you! Kathy & Linda
Helsley & Fineout

Org Committee
Monday, October 21, 2019

Present: Monica Kroondyk, Kelsie King-Duff, Michelle Cortright, Bob Alger, Pat O'Brien.

Co-working space: Kelsie said she has received a call for co-working space. Charlevoix has started "The Vault" co-working space. Glen Catt has the former MCDC space that he is dividing into smaller offices. He has two of them rented and wonders if Main Street would want to rent space and manage it for co-working. Discussion was held about the risk to Main Street of the rent and managing the space, feeling it was not a function/risk that Main Street wants to take on. However, keep the concept alive for future discussion.

Volunteer Recruitment Event: This will be a combined Main Street/Chamber event, in February when things are quiet. A "speed dating" format was discussed, with tables set up for different opportunities to volunteer. Kecia is working on a rack card that explains what Main Street is and how you can volunteer.

Team Boyne: John Cool approached Kelsie with his analysis that Team Boyne is not effective; he will not continue as chair. Team Boyne has suggested that Ward Collins and Jim Baumann share the chair position winter/summer. This was not seen as a viable alternative. The larger issue is that Team Boyne is not acting as the Economic Vitality committee of Main Street. Discussion centered around the idea that Team Boyne can continue on its own, and an active and effective Economic Vitality Main Street committee be named. John Cool will attend the November Main Street meeting to discuss this topic. Kelsie did a survey of Team Boyne members, asking why they are involved in the group and a strong majority said that it was to keep up on town news only. This will be a topic at the November Main Street meeting.

Parking : Kelsie reported that a parking meeting was not held, so there is no update. Monica reported that the Planning Commission is talking about this topic, including the study and the idea of naming the parking lots.

Community Calendar: Neither Main Street nor the Chamber want to take this on, so it will be dropped.

Boyne Thunder: Checks will be presented at the November Main Street meeting. This year revenue is down and some costs are up: the auction yielded \$20,000 less than the year before; sponsorships were down \$30,000 from 2018; Costs for the bar and video were up. Kelsie commented that Main Street consistently budgets \$40,000 for Boyne Thunder, to be conservative.

Farmers Market: The Market moved indoors this past week-end and was the busiest indoor market ever. Second interviews for the Market Manager are being held Friday, October 25, with two finalists. A good meeting was held regarding roles and responsibilities of the Farmers Market committee. The committee did not meet in October. In November the committee will have a focused agenda. The survey on Market layout was overwhelmingly positive for the new

layout, by both vendors and customers.

Next meeting: Tuesday, November 12, 3:00, Boyne District Library

Marketing Committee

Boyne City Main Street
Boyne District Library Conference Room

Tuesday, October 7, 2019, 9AM

Attending: Sally Van Domelen, Karen Guzniczak, Barb Brooks, Linn Williams, Grace Batista, Kim Akin and Ingrid Day

1. Welcome and meeting called to order at 9:05 am.
2. Social Media/Website
Facebook count is 3054 with a reach of 24,700. Instagram has 1,074 followers. Sally was pleased to announce that Main Street now shows up on the first page when searched for on the internet. We are posting items at least weekly to our site and feel this has had a good response.
3. Paid Advertising
Ingrid shared the proposed Nov 7 PNR ad with the group. The ad covers the indoor market, Earlier Than the Bird and the Santa Parade.
4. STS Post Event Review-the committee participated in a Keep, Stop, Start discussion of Stroll the Streets and results from a survey sent to the community and businesses for feedback. There was no debate that this is a great event and Karen has worked hard over the years to make it what it is today. Discussion was had around how to enhance/build upon what we have and make it feel 'new' periodically without losing sight of the goals of increasing store business and community enjoyment. It should be noted that the vast majority of the survey response were quite positive; 90% of the respondents said they will be back next year.

The main discussions centered around: music (volume, placement, number and type of musicians), who hires musicians (MS or businesses) and the implications of that. It seems to some that much of the volume and crowd congestion issues stem from businesses who hire their own bands without considering MS input. In general, it was thought that there should be consistent entertainment expectations set (kind of music, volume, mix, number, who hires etc.) and consistent practices with our participants. We need to communicate this with our merchants, especially those that

currently hire/find their own bands. We do not want to end up with every business having a band outside its front door and do want to make sure that all musicians placed appropriately (starting ideas: avoid more than two per block on Lake and Water, do not have bands across from one another).

Additional ideas included: theme nights, "feature of the week" or more 'big' event nights (add a special "twist" to keep things fresh), use of Sunset Park (for sound and crowd modulation), and more food vendors or involvement of local community groups that will cook as a fundraiser.

Harvest Fest

The weather cooperated, volunteers were helpful and the day saw a large crowd for the entire festival. A survey has been sent and the results will be discussed at next month's meeting when we do the post Event Review.

5. Restaurant Week

For next year, Taste of Boyne will be held at the Mountain on April 24th. Kelsie and Kim met with Kyle from Sante and Mike from Stiggs to discuss the entire event and it will encompass two weekends (4/24-5/3). There will most likely not be a fall restaurant week next year. For people attending the Expo, a coupon will be offered for the Taste event next year. In addition, consideration is being given to asking each participating restaurant/food vendor to provide a \$50 gift certificate and food for the Taste event. The dining Guide will not be published next year, but some information will be added to the Chamber Visitor's Guide (that already has a chart of restaurants, etc.)

6. Earlier Than the Bird and Santa Parade Open House: preliminary plans are being made. Mug and artwork is being considered and Santa is reserved. Karen and Grace will work to turn the log cabin into Santa's workshop and incorporate exterior lighting into their plan. Karen mentioned that Charlevoix State Bank and Harbor House have both volunteered to help with this.

7. MS Sound Bites: Sally will be issuing the notes from the first sub group meeting on this and we will then determine next steps.

8. Other: Sally questioned if any new finding signage was being considered by the design CC, and we discussed current signage already available in the

downtown area (blue signage, maps at Chamber, MS, Water Street, and maps at local businesses).

Kim explained that, through the Chamber, she purchased 12 weeks of radio advertising with Black Diamond. She will not use all of it and hopes to share with MS, especially in the summer months. The cost is \$800 per week for approximately 480 commercials and digital awareness as well.

Meeting adjourned at 10:35 AM.

Next Meeting: Tuesday, November 12, 2019 at 9AM - Boyne Library Conf. Room

Design Committee Meeting

Boyne City Main Street
Boyne City Hall Parkview Room

Monday, October 6, 2019, 4 PM

Members Attending/meeting called to order at 4:05

Adam Graef, Bruce Janssen, Mike Cain, Becky Harris, Nicole Zuehlke, Linn Williams, Pam Macksie, Patrick Kilkenny and Ingrid Day

New Business:

1. Riverscape: Bruce presented a plan for removing/trimming trees along the Boyne River that was created in conjunction with Gow Litzenberger and Adam from the Friends of the Boyne River. They marked trees accordingly. Discussion ensued about the perceived and real scope of this project (riverbank clean up as well as the trees) and how to best accomplish this. Bruce also suggested consideration be given for creating a natural egress to the river on the north side by the Fochtman lot; this is most likely private property. It was discussed that before any work take place that all property owners that would be impacted in some way need to be contacted, but as we had more information. Mike motioned and Bruce provided a second for support of the tree and riverbank clean-up for the whole river with MS staff to research the public dollars on private property history (thinking of the boardwalk) and then secure quotes (quote for work on public property separate from individual quotes for the private properties) to do the tree work. All voted in favor.
2. Mosaic plaque: Bruce provided the committee with a design for a plaque to be hung at the mosaic sculpture at Peninsula Beach. The plaque itself and location on the artwork has been approved by the artist through Bruce. Mike motioned and Becky offered support to pay the \$290 invoice to The Wood Shop to order and install this plaque. All voted in favor.
3. Hardware store mural: Bruce brought it to the attention of the committee that this mural may need some work done to it next year. Becky will call the artist and discuss the need and a potential cost. It was suggested this be added to next year's budget if prioritized high enough.

4. Boardwalk: while small repairs have been done, an overhaul of the area is needed. It was suggested to contact Tim at DPW for an initial review. It was suggested that this also be considered for next year's budget.

Of note: it was asked if the list of the top projects for this year, along with the allocated budget dollars, could be brought to the next meeting so the committee can review what has been done and what needs to be accomplished. It was also suggested that the committee create another "wish" list and vote on it again like last year prior to budget development.

Project Updates:

1. Recycling: bins were received from the county and Kelsie worked with Tim to get them placed around town. There were not yet any results/feedback about this but it appeared they got some use during Harvest Fest.
2. Veterans park utility burial: no additional information has been received.
3. Historical Trust signs: Bruce has sent the pictures to Gemini to see if they are high res enough to be used for the sign. Any information received will be passed along to Kelsie. Once ordered, the signs will take 3 to 4 weeks to be made. The committee would like to get these ordered but not place them until the spring. Bruce said that he is very busy until January and will most likely work on finalizing this at that point.

Good of the Order:

1. Ingrid told the committee that the board had approved the holiday lighting package/greenery as had been recommended out of this committee at their last meeting.
2. Mike wondered if there was a way to add lights to the log cabin and he hope to work with the Earlier Than the Bird committee to complete this. He also mentioned that the Lofts on Lake project will commence in the spring.

Meeting adjourned at 5:35 pm.

Next Meeting: Mon, November 4, 2019 at 4PM – Boyne City Hall Park View Room

Economic Vitality/Team Boyne Committee

Friday, October 18, 2019, 9:00A

Boyne District Library Community Room

Members Attending: 10 plus 2 guests

Agenda

- 1. Called to order** by John Cool at 9:05 and introductions were made 'around the table'
- 2. Guest Speaker**
 - A) There was no guest speaker this month but John asked one of our guests, Jessica from NLEA, to update us on what's new with them.
- 3. Old Business**
 - A) Business Visitation and Feedback: John asked the group if anyone had done any business visits; a planned task of the workplan for this committee. No one had participated in a visit. Discussion then ensued about this project in general, whether it overlaps with what the Chamber is doing for business visits, will businesses respond to our visits and the ultimate purpose of the visit.
 - B) Future Chairperson: while John has enjoyed his tenure, after two years it is time for the next person to take over. Discussion was had about who might be willing to take over but no decision was made. Questions were raised as to how do we determine the membership of this committee and also what is the purpose of this committee? It was suggested that the Main Street Mission Statement be presented to the group.
 - C) Available Downtown Property Map: Kelsie will be bringing this to the November meeting.
- 4. New Business**
 - A) Volunteer Form: Ingrid asked everyone to complete a Volunteer Information form that Main Street will use to create a volunteer data base.
- 5. Good of the Order/Updates**
 1. Ingrid: harvest Festival was a success and the weather was great. Currently planning for Earlier Than the Bird and the Santa Parade.
 2. Kim: Nov. 1 is the Expo, to be held at the high school. Taste of Boyne will be held next April. Planning for the annual Gala is also underway.
 3. Larry: the Lions trailer will be at the two remaining home football games. Lions are working with Munson and MSU Extension for free diabetes screening from 10-2 on Nov. 14th. Also, the Heritage Center (new work for the history museum) is meeting with the Historical Commission and ready to fundraise.
 4. Monica: Friends of the Library have a new sale area on the main floor of the library back by the magazines. Monies raised support the entirety of the youth programs. When asked, the bookmobile is doing really well and exposing our school children (separate

- visits are up) and the circulation for the bookmobile is now more than the combined circulation of Boyne Falls and Walloon.
5. Ward: the Boyne Thunder video is available for viewing and we continue to receive national recognition for this event
 6. Chris: his family really loves the library! Provided a reminder that anyone that might be affected by the trail building should be notified ahead of time.
 7. Mike S: groundbreaking for the new trail from behind BC Airport into Boyne Falls took place and work is underway. A meeting has been scheduled for December to discuss a trail from Young State park into Boyne City.
 8. Tom N.: there will be a ribbon cutting for the upcoming work on the pavilion. Well points have been installed to assist in removing excess water from the area where new footings need to be. Housing discussion continues.
 9. Anora (CharEm United Way): Happy to report that this year they received triple the amount of supplies in their annual Stuff the Bus campaign. Have several upcoming "Talks on Taps" with the next one on November 19th at Beard's; topic will be budgeting.

Meeting adjourned at 10:15am

Next Meeting: Friday, November 15, 9:00 A, Boyne District Library Community Room

*please note that there will be NO December meeting



Directors Report- November 2019

- The official Boyne Thunder Video from this year has been received. Check it out here: <https://youtu.be/gKYUQI-VIA8>
- A final bike share update for the season: 7 bikes used in the last month with zip codes reported from Boyne City, Metro Detroit, Washington D.C. and Virginia
- As part of our annual reporting process with Michigan Main Street, this year we are asked to distribute a survey on the pulse of downtown. You can take the survey here: <https://4eyes.io/s/eaeFI/>
- I have finished all of the classes for the Main Street America Institute. I will be taking the exam soon. When complete I will have my Main Street America Revitalization Professional (MSARP) credential. Thank you to the board for the support in letting me pursue this.
- Earlier than the Bird will be taking place on Saturday, November 23rd from 7-11 a.m. Mugs will be distributed at the log cabin
- The Holiday Open House and Santa Parade will take place Friday, November 29th from 5-9 p.m., with the parade at 6 p.m.



To: Main Street Board
From: Kelsie King-Duff
Date: November 1, 2019
Subject: November Agenda Items Overview

Overview:

There are a few items on the November 7th Main Street Board Meeting agenda that require further information:

Michigan Main Street Contract: A few questions have been answered since the board reviewed the new Michigan Main Street contract at the last board meeting. The agreement that the board approved in January of this year is included for your reference and comparison to the new proposed agreement. Just a reminder that since this new agreement came before the board in August, the wording in the first paragraph that was of concern to the board has been updated at our request. Numbers 13 & 14 at the bottom of page 3 are where the additions relating to the Redevelopment Ready Communities requirement is specified. Language related to Design Services has been updated (number 6, top of page 5), to reflect that one Design Service can be received per year. This replaces just receiving what is left from our time at the select level, which is good. It should be pointed out that in number 1 on page 5, it specifies that this agreement begins July 23, 2019. It is unclear why it is backdated. The contract signed in January does include a section about termination or cancelation of the contract by MEDC (page 8, number 17). Since our last meeting I have spoken with Michigan Main Street and section 3, number 6 (middle of page 6) in the new agreement serves as the termination notice that is specified as being needed in the agreement from January.

Boyerne Thunder Presentation: The total raised at the 16th Annual Boyerne Thunder was \$122,509.81. Presentation of checks are for the following amounts:

Camp Quality - \$67,380.40
Challenge Mountain: \$12,250.98
Boyerne City Main Street: \$42,878.43

Double Up Food Bucks: Fair Food Network, our partner for accepting Double Up Food Bucks, is requiring an updated Memorandum of Understanding be signed in order to be able to continue to accept Double Up Food Bucks at the Boyne City Farmers Market. Double Up Food Bucks allows those with a SNAP assistance (Bridge Card) to receive \$20 in matching dollars to be spent on Michigan grown fruits and vegetables at the farmers market. The market has been participating in Double Up Food Bucks for a number of years, and this updated memorandum is a regular course of business.

Team Boyne: There has been a lot of ongoing discussion at the board and committee level about Team Boyne, which currently serves as our Economic Vitality committee (a required committee in the Main Street model). Current chair, John Cool, has resigned and also submitted a memo included in this packet about his thoughts about Team Boyne. In addition the Organization Committee has discussed Team Boyne at length, from the perspective of being charged with volunteer recruitment/retention/relationships. At this time, the recommendation from the Organization Committee and the outgoing chair is for Boyne City Main Street to create a new Economic Vitality committee. This committee will be made up of community leaders and focus on very specific economic development activities. This recommendation does not mean that Team Boyne needs to be dissolved, just that it will not function under our umbrella as the Economic Vitality committee of Boyne City Main Street.

RECOMMENDATION:

Michigan Main Street Contract: I recommend approval of the contract. Without signing the contract at this time, our participation in Michigan Main Street will be terminated, which will affect our status with the National Main Street Center, as we are required to be affiliated with a coordinating program.

Double Up Food Bucks: I recommend approval of the Memorandum of Understanding.

Team Boyne: I recommend approval of the formation of a Boyne City Main Street Economic Vitality committee. I think it is important to note that Team Boyne should continue on as is, and can serve as a great source of information for community members. Team Boyne does not need Boyne City Main Street in order to conduct business in the manner they have been. I do believe it is time, however, that Boyne City Main Street creates a committee around very focused economic development.

Michigan Main Street Program Community Requirements and Expectations Agreement

Master Level

THIS AGREEMENT is entered into and executed by the Michigan Economic Development Corporation ("MEDC"), whose address is 300 N. Washington Square, Lansing, MI 48913, and the Community of Bayne City, County of Charlevoix, State of Michigan (the "Community") whose address (City, State, Zip Code) is Bayne City, MI. 49712 and its Local Program ("Local Program") whose address (City, State, Zip Code) is Bayne City, MI. 49712, each of such parties being a "Party" to this Agreement, for the purpose of implementing the MEDC Michigan Main Street Program ("MEDC/MMS Program") in the community.

WHEREAS, MEDC has entered into a contract with the National Trust for Historic Preservation, National Main Street Center, Chicago (the "NTHP NMSC"), to provide technical expertise, training and services to designated Michigan communities;

WHEREAS, the Community and Local Program have successfully completed all requirements and expectations of the Selected Level (which is the initial level of participation in the MEDC/MMS Program) and have been accredited based on the Ten Standards of Performance by the NTHP NMSC as outlined in Attachment 1;

WHEREAS, this Agreement is for the purpose of setting forth the MEDC/MMS Program requirements and expectations for the Community's Local Program, pursuant to its designation as a Master Michigan Main Street Community and pursuant to contractual arrangements between the NTHP NMSC and MEDC, so as to assist in the revitalization of the designated Local Program area of Bayne City, Michigan;

NOW THEREFORE, in consideration of the foregoing mutual covenants and agreements contained herein, the parties have agreed to do as follows:

SECTION I. The Community and its Local Program agree to these Minimum Participation Standards:

1. Employ a full-time (no less than forty (40) hours per week) program director for Local Program who will be responsible for the day-to-day administration of the Main Street program in the Community, and develop a job description to describe the duties for which the program director is responsible. During transition periods between program directors, Local Program must make all efforts to hire a new director within a reasonable amount of time. Generally, an interim director should be in place two months after a program director leaves and a full-time director should be in place six months after a director leaves.

2. Maintain an active Board of Directors and Committees, following the National Main Street 4-Point Approach, to actively lead Local Program by developing work plans, utilizing volunteers, and successfully completing all stated programmatic activities.
3. Fund Local Program for the term of this Agreement at a level allowing for the full operation of the program. Funding must contain both dedicated funds by public entities and private contributions through fundraising activities.
4. Participate in all scheduled the MEDC/MMS Program services (outlined in Section II of this Agreement). Travel expenses to any required sessions are the sole responsibility of Local Program. If the Community is temporarily without a program director or the program director is unable to attend, then a representative from the Community is required to attend in their place.
 - B. Absenteeism: An unexcused absence by the Local Program director, or a representative from the Community, will result in the suspension of all services. Once services are suspended, a written warning to the chair of the board and the program director will be issued requesting an explanation on why training sessions have not been attended. Services will be reinstated once training issues are resolved.
 - C. Full-time equivalent (FTE): At minimum, one (1) individual from the community must be present for the entirety of the provided service. It is acceptable for two (2) individuals to divide the time between them, as long as the community is represented for the entirety of the provided service.
 - i. The Local Program director is specifically required, at minimum, to participate in Day 1 of the MEDC Quarterly Training.
 - ii. A representative from the Community is specifically required to participate in Day 2 of the MEDC Quarterly Training.
5. Submit complete and accurate monthly reports by the 10th of each month on the form provided by the MEDC/MMS Program.
6. Submit complete and accurate annual reports by the first Friday in f August each year on the form provided by the MEDC/MMS Program. (All such monthly and annual reports being hereinafter referred to as "**Reports.**")
7. Maintain a current membership in the National Main Street Center Network.
8. Continue to meet the Ten Standards of Performance set by the NTHP NMSC for accreditation, as outlined in Attachment 1. The Community must meet these standards at the end of each two-year period or this Agreement will be terminated

and the Community will no longer be a MEDC/MMS certified community. All rights associated with the Community's participation in the MEDC/MMS Program will be revoked including the right to use the MEDC/MMS Program name and logo.

9. Utilize the MEDC/MMS Program name and logo with the MEDC/MMS Program pre-approval. The use of the name and logo can be used for marketing materials, window signs, flags, letterhead, banners, pins, etc. The MEDC/MMS Program name and logo are trademark protected. Any MMS road signs given to the Community by the MEDC/MMS Program are property of the MEDC/MMS Program and shall be returned if the Community is no longer a MEDC Community. See Section III, Number 3, of this Agreement.
10. Maintain Local Program's boundaries and organization structure approved upon the Community's designation as a MEDC/MMS community. Changes to either of these require MEDC/MMS Program approval as it could affect the services provided to the Community.
11. Understand all requirements of this Agreement must be met regardless of changes within the Local Program, such as temporary displacement of program director. If requirements of this Agreement are not met, MEDC/MMS Program services will be suspended, and a written warning to the Chairperson of the Board of Directors and program director will be issued requesting an explanation. Once requirements are met, MEDC/MMS Program services will be reinstated. If requirements continue to not be met, this Agreement will be terminated and Community will no longer be a MEDC/MMS community. All rights associated with the Community's participation in the MEDC/MMS Program will be revoked, including the right to use the MEDC/MMS Program name and logo.
12. Assume full responsibility for all costs and expenses associated with the performance of the Local Program and the performance of its rights and responsibilities under this Agreement. The Community and the Local Program further acknowledge that the MEDC/MMS Program is not responsible to the Community and the Local Program for any costs associated with this Agreement or the services provided under this Agreement, including but not limited to those costs or expenses incurred as a result of anticipated or actual participation in the MEDC/MMS Program, the NTHP NMSC Program or pursuant to the Community's selection or participation as a MEDC/MMS Community.

SECTION II. The MEDC/MMS Program agrees to provide these services:

1. Provide customized program training and technical assistance to each MEDC Community. Training and technical assistance are anticipated as follows, but may be modified by the MEDC/MMS Program, in its sole discretion, to meet programmatic needs:

Program Services provided to Master MEDC/MMS Communities:

- Manager Selection Assistance (C)*
 - Board Training (C)*
 - Manager Training (C)*
 - Work Plan Training (C)*
 - Committee Training (C)*
 - Main Street Building Basic (C)*
 - Design Services – remainder of services to the Community from Selected Level
 - MEDC/MMS Quarterly Trainings
 - Branding Service (C)*
 - Retail Merchandising (C)*
 - Biennial Program Evaluations (C)*
 - Accreditation w/ the National Main Street Center
 - MEDC/MMS Listserv Opportunities
 - Mentoring Opportunities
 - Eligible for seat on MEDC/MMS Advisory Committee
-

* (C) = Services provided within community

2. Conduct MEDC/MMS Quarterly Forums statewide for program directors and Local Program volunteers. Specific forum training topics will vary and be based on the combined needs of all MEDC/MMS Communities.
3. Conduct a Biennial Program Evaluation for each Master Level Local Program. In order to receive this service, the Community and Local Program must be in compliance with the above Minimum Participation Standards (Section II.1 above)
4. Conduct a Check-in Visit for each Master Level Local Program, to occur in alternating years with the above Biennial Program Evaluation (II.3). The year following acceptance of Local Program into the Master Level, the Check-in Visit will be performed in order to informally assess and advise Local Program. The next year, the Biennial Program Evaluation will occur, and the schedule will continue to alternate as such for the term of this Agreement.
5. Provide advice, information, and additional on-site assistance to the Community, Local Program, its staff, and its Board of Directors upon request by Local Program and subject to the MEDC/MMS Program schedule, program constraints, staff availability, and costs associated with the request. MEDC may request the assistance of other State or Federal agencies.
6. Provide one (1) Design 101 Training workshop and the remainder of Design Services not utilized during the Community's participation in the Selected Level. The Design Services may be scheduled according to the Community's needs with

a maximum of three (3) services provided per year as long as Local Program is in compliance with this Agreement.

7. Invite all Master MEDC communities to attend training and technical assistance opportunities in the other Selected or Master MEDC Communities.
8. Accredite, on behalf of the NTHP NMSC, all eligible MEDC communities that meet the above Minimum Participation Standards (Section II.1) and the NTHP NMSC Ten Standards of Performance outlined in Attachment 1.

SECTION III. The PARTIES hereto otherwise agree as follows:

1. **TERM OF THE AGREEMENT.** This Agreement, beginning Jan, 2019 shall remain in effect until the earlier of Dec. 2020, or such time as the "**Termination or Cancellation**" provisions hereof are invoked. All procedures for termination and cancellation are outlined below in Section III.17.
2. **CONFIDENTIAL INFORMATION.** Except for information provided to MEDC at its request or as part of this Agreement, the Community, Local Program, and their employees, agents, and representatives shall not disclose, other than to the extent required by law, including without limitation, the Freedom of Information Act, any information or data, including but not limited to all materials furnished to the Community and/or Local Program by MEDC ("**Confidential Information**") without the written consent of MEDC. Confidential information does not include information that is already in the possession of, or is independently developed by, the Community and/or Local Program; becomes publicly available other than through breach of this Section; or is received by the Community and/or Local Program from a third party with authorization to make such disclosures or is released with MEDC's prior written consent.
3. **LICENSING OF CERTAIN MARKS.** MEDC grants to Local Program a license to utilize the MEDC/MMS Program trade names, trademarks, logo, and/or service marks ("**MEDC Marks**") for the express purpose of publicizing the Community's selection and involvement as a the MEDC/MMS Program Community. Local Program's use of the MEDC Marks shall be approved by MEDC in advance of use.
4. **INTELLECTUAL PROPERTY RIGHTS.** Local Program acknowledges that it is being granted a limited license during the term of this Agreement by MEDC hereunder to use the MEDC Marks in accordance with the terms and conditions of this Agreement, and that no further or greater rights are granted in or to the MEDC Marks. Local Program acknowledges that MEDC owns all rights, title and interest in and to the MEDC Marks and that it will do nothing inconsistent with MEDC's ownership of the Marks.

5. **INDEMNIFICATION AND LIABILITY INSURANCE.** The Community and its Local Program shall indemnify, defend, and hold harmless MEDC and its subsidiaries, agents, employees and contractors from any damages, liability, costs or expenses that it may sustain through the negligence or willful acts of the Community and/or its Local Program pertaining to the performance of this Agreement. The Community and its Local Program shall maintain such insurance as shall be necessary to protect MEDC from claims that may arise out of or as a result of the Community's and/or Local Program's operations pursuant to this Agreement. The Community and/or Local Program will provide and maintain its own property damage insurance (written at not less than full replacement cost), workers compensation insurance (written for not less than any limits of liability required by law), and liability insurance (maintained at not less than \$1 million per occurrence, and \$5 million in the aggregate). MEDC shall be listed as an additional named insured on all such insurance policies. The Community and Local Program shall provide to MEDC periodic certificates of insurance to evidence the compliance with such insurance requirements, and, in any event, shall deliver such certificates to MEDC within 10 days after request by MEDC.
6. **TOTAL AGREEMENT.** This Agreement contains the entire agreement between the parties superseding any prior or concurrent agreements as to the services being provided, and no oral or written terms or conditions which are not contained in this Agreement shall be binding. This Agreement may not be changed except by mutual agreement of the parties, reduced to writing and signed.
7. **ASSIGNMENT/TRANSFER/SUBCONTRACTING.** Except as contemplated by the Agreement, the Community and its Local Program shall not assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Agreement without the prior specific written consent of MEDC. Any future successors of the Community and/or Local Program will be bound by the provisions of this Agreement unless MEDC otherwise agrees in a specific written consent.
8. **COMPLIANCE WITH LAWS.** The Community and Local Program shall comply with all applicable laws, ordinances, regulations, rules, orders, judgments, decrees or other requirements imposed by any governmental authority (collectively, "laws"). The Community and/or Local Program is not, and will not during the term of this Agreement, be in violation of any laws to which it is subject, and will not fail to obtain any licenses, permits or other governmental authorizations necessary to carry out its duties hereunder.
9. **WAIVER.** A failure or delay in exercising any right with respect to this Agreement will not operate as a waiver unless otherwise stated in this Agreement, and will not excuse subsequent failures or delays, and a single or partial exercise of any right will not be presumed to preclude any subsequent or further exercise of that right, or the exercise of any other right, and will not be construed as an automatic exercise of subsequent rights.

10. **NOTICES.** Any notice, approval, request, authorization, direction or other communication under this Agreement shall be given in writing and shall be deemed to have been delivered and given for all purposes (i) on the delivery date if delivered by electronic mail or by confirmed facsimile; (ii) on the delivery date if delivered personally to the Party to whom the same is directed; (iii) one (1) business day after deposit with a commercial overnight carrier, with written verification of receipt; or (iv) three (3) business days after the mailing date, whether or not actually received, if sent by U.S. mail, return receipt requested, postage and charges prepaid, or any other means of rapid mail delivery for which a receipt is available. The notice address for the Parties shall be the address as set forth in this Agreement, with the other relevant notice information, including the recipient for notice and, as applicable, such recipient's fax number or e-mail address, to be reasonably identified by notifying Party. MEDC, the Community and Local Program may, by notice given hereunder, designate any further or different addresses to which subsequent notices shall be sent.
11. **NON-DISCRIMINATION AND UNFAIR LABOR PRACTICES.** In connection with this Agreement, the Community and its Local Program shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, gender, height, weight, marital status or handicap. In connection with this Agreement, the Community and its Local Program shall not violate 1980 Public Act 278, as amended, MCL 423.321, et seq, by entering into a sub-contract with any individual person, firm or entity who has been found in contempt of court by a Federal Court of Appeals on not less than three (3) occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act. Violations of law after the beginning date of this Agreement may result in its termination.
12. **SEVERABILITY.** The invalidity or unenforceability of a particular provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, provided that the principal intent of this Agreement can be preserved.
13. **GOVERNING LAW AND JURISDICTION.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The parties agree that any legal actions concerning this Agreement shall be brought in the Ingham County Circuit Court in Ingham County, Michigan, USA. The terms of this paragraph shall survive the termination of the cancellation of this Agreement.
14. **NO EMPLOYMENT, PARTNERSHIP OR AGENCY RELATIONSHIP.** The MEDC/MMS is limited to furnishing its technical services to the Community

and its Local Program and thus nothing contained herein shall create any employer-employee relationship. Further, this Agreement does not create a partnership relationship.

15. **NO THIRD PARTY BENEFICIARIES.** There are no express or implied third party beneficiaries to this Agreement.

16. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts and by facsimile, each of which shall constitute an original, and all of which together shall constitute one and the same instrument.

17. **TERMINATION OR CANCELLATION.**

A. This Agreement may be terminated by MEDC by providing written notice of default and termination to the Community and its Local Program ("**Notice of Default and Intent to Terminate**") upon the occurrence of any of the following events or conditions ("**Event of Default**"):

- (i) any representation or covenant made by the Community and/or its Local Program is determined by MEDC, in its reasonable judgment, to be incorrect at the time that such representation or covenant was made in any material respect, including, but not limited to, the Reports and compliance with laws as required under this Agreement;
- (ii) the Community's and/or its Local Program's failure to comply with any of the requirements of this Agreement;
- (iii) use of the program training, technical assistance, and resources provided pursuant to this Agreement for purposes other than as set forth in this Agreement.

B. Notwithstanding the foregoing, the Community and its Local Program acknowledges that MEDC's performance of its obligations under this Agreement is dependent upon the continued approval of funding and/or the continued receipt of state funding. In the event that the State Legislature, the State Government or any State official, public body corporate, commission, authority, body or employees, or the federal government (a) takes any legislative or administrative action which fails to provide, terminates or reduces the funding or programmatic support necessary for this Agreement, or (b) takes any legislative or administrative action, which is unrelated to the source of funding or programmatic support for this Agreement, but which affects MEDC's ability to fund and administer the MEDC/MMS Program, then MEDC may cancel this Agreement by providing notice to the Community and its Local Program of cancellation. Cancellation may be made effective immediately, upon

delivery of notice to the Community or its Local Program, or with such other time period as MEDC, in its sole discretion, deems reasonable.

- C. In addition to the above, either party may terminate its obligations under this Agreement, without cause, by giving the other party a 30-calendar day written notice of such termination.
 - D. In the event that this Agreement is terminated, neither MEDC nor the Community or its Local Program shall have any further obligation to perform under this Agreement. The Community and/or Local Program shall, unless otherwise directed by MEDC in writing, immediately take all reasonable steps to terminate operations under this Agreement.
 - E. In the event of termination or cancellation of this Agreement by the Local Program, the Local Program shall be obligated to reimburse MEDC for the cost of all third party services provided by MEDC to the Local Program pursuant to the terms of this Agreement. Such cost shall be determined solely by MEDC. The Local Program and the Community shall be jointly and severally liable for the payment of such reimbursement. Such reimbursement shall be made within thirty (30) days after delivery of an invoice therefor by MEDC.
18. **RESERVATIONS.** MEDC reserves the right to modify services provided to the Community and/or its Local Program as necessary.
19. **AUTHORITY TO EXECUTE THIS AGREEMENT.** The signatories below warrant that they are authorized to enter into this Agreement.
20. **Failure to sign and submit this agreement to MEDC on or before January, 2014, will result in the termination of the Community's participation in the MEDC/MMS Program.**

[signatures follow on next page]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth below.

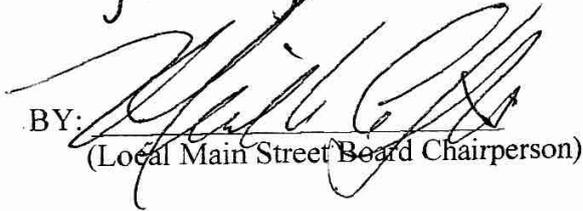
City of Boyne City ("COMMUNITY")

BY: 
(City Manager or Village President)

1-9-19
(Date)

Boyne City, Michigan
(City or Village)

Boyne City Main Street ("LOCAL PROGRAM")

BY: 
(Local Main Street Board Chairperson)

1/8/19
(Date)

Boyne City Main Street
(Local Program)

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION ("MEDC")

BY: _____
(Vice President of Community Development)

(Date)

National Trust for Historic Preservation / National Main Street Center

**Ten Standards of Performance
for Accreditation**

1. Has broad-based community support for the commercial district revitalization process, with strong support from both the public and private sectors
2. Has developed vision and mission statements relevant to community conditions and to Local Program's organizational stage
3. Has a comprehensive Main Street work plan with measurable objectives
4. Possesses an historic preservation ethic
5. Has an active board of directors and committees
6. Has an adequate operating budget
7. Has a paid professional program director
8. Conducts a program of on-going training for staff and volunteers
9. Reports key statistics
10. Is a current member of the National Main Street Network

Michigan Main Street Program Community Requirements and Expectations Agreement

Master Level

THIS AGREEMENT is entered into and executed by the Michigan Economic Development Corporation (“**MEDC**”), whose address is 300 N. Washington Square, Lansing, MI 48913, and the CITY OF BOYNE CITY on behalf of Downtown Development Authority (DDA), County of Charlevoix, State of Michigan (the “**Community**”) whose address is 319 North Lake Street, Boyne City, MI 49712 and its Local Program (“**Local Program**”) whose address is 319 North Lake Street, Boyne City, MI 49712. The MEDC, the Community, and the Local Program are each a “**Party**” and, collectively, are the “**Parties,**” to this Agreement, for the purpose of implementing the MEDC Michigan Main Street Program (“**MEDC/MMS Program**”) in the community.

WHEREAS, MEDC has entered into a contract with the National Trust for Historic Preservation, National Main Street Center, Chicago (the “**NTHP NMSC**”), to provide technical expertise, training and services to designated Michigan communities;

WHEREAS, the Community and Local Program have successfully completed all requirements and expectations of the Selected Level (which is the initial level of participation in the MEDC/MMS Program) and have been accredited based on the Six Standards of Performance by the NTHP NMSC as outlined in Attachment 1;

WHEREAS, this Agreement is for the purpose of setting forth the MEDC/MMS Program requirements and expectations for the Community’s Local Program, pursuant to its designation as a Master Michigan Main Street Community (“**MMS Community**”) and pursuant to contractual arrangements between the NTHP, NMSC and MEDC, so as to assist in the revitalization of the designated Local Program area of Boyne City, Michigan;

NOW THEREFORE, in consideration of the foregoing mutual covenants and agreements contained herein, the parties have agreed to do as follows:

SECTION I. The Community and its Local Program agree to these Minimum Participation Standards:

1. Employ a full-time (no less than forty (40) hours per week) program director for Local Program who will be responsible for the day-to-day administration of the Main Street program in the Community and develop a job description to describe the duties for which the program director is responsible. During transition periods between program directors, Local Program must make all efforts to hire a new director within a reasonable amount of time. Generally, an interim director should be in place two months after a program director leaves and a full-time director should be in place six months after a director leaves.

2. Maintain an active Board of Directors and Committees, following the National Main Street 4-Point Approach, to actively lead Local Program by developing work plans, utilizing volunteers, and successfully completing all stated programmatic activities.
3. Fund Local Program for the term of this Agreement at a level allowing for the full operation of the program. Funding must contain both dedicated funds by public entities and private contributions through fundraising activities.
4. Participate in all scheduled the MEDC/MMS Program services (outlined in Section II of this Agreement). Travel expenses to any required sessions are the sole responsibility of Local Program. If the Community is temporarily without a program director or the program director is unable to attend, then a representative from the Community is required to attend in their place.
 - B. Absenteeism: An unexcused absence by the Local Program director, or a representative from the Community, will result in the suspension of all services. Once services are suspended, a written warning to the chair of the board and the program director will be issued requesting an explanation on why training sessions have not been attended. Services will be reinstalled once training issues are resolved to the satisfaction of the MEDC.
 - C. Full-time equivalent (FTE): At minimum, one (1) individual from the Community must be present for the entirety of the provided service. It is not acceptable for two (2) individuals to divide the time between them.
 - i. The Local Program director is specifically required, at minimum, to participate in Day 1 of the MEDC Trainings.
 - ii. A representative from the Community is specifically required to participate in Day 2 of the MEDC Trainings.
5. Submit complete and accurate monthly reports by the 10th of each month on the form provided by the MEDC/MMS Program.
6. Submit complete and accurate annual reports by the first Friday in November each year on the form provided by the MEDC/MMS Program. (All such monthly and annual reports being hereinafter referred to as “**Reports.**”)
7. Maintain a current membership in the National Main Street Center Network.
8. Continue to meet the Six Standards of Performance set by the NTHP NMSC for accreditation, as outlined in Attachment 1. The Community must meet these standards at the end of each two-year period or this Agreement will be terminated and the Community will no longer be a MEDC/MMS accredited/certified community. All rights associated with the Community’s participation in the

- MEDC/MMS Program will be revoked including the right to use the MEDC/MMS Program name and logo.
9. Utilize the MEDC/MMS Program name and logo with the MEDC/MMS Program pre-approval. The use of the name and logo can be used for marketing materials, window signs, flags, letterhead, banners, pins, etc. The MEDC/MMS Program name and logo are trademark protected. Any MMS road signs given to the Community by the MEDC/MMS Program are property of the MEDC/MMS Program and shall be returned if the Community is no longer a MEDC Community. See Section III, Number 3, of this Agreement.
 10. Maintain Local Program's boundaries and organization structure approved upon the Community's designation as a MEDC/MMS community. Changes to either of these require MEDC/MMS Program approval as it could affect the services provided to the Community.
 11. Understand all requirements of this Agreement must be met regardless of changes within the Local Program, such as temporary displacement of program director. If requirements of this Agreement are not met to the satisfaction of the MEDC, MEDC/MMS Program services will be suspended, and a written warning to the Chairperson of the Board of Directors and program director will be issued requesting an explanation. Once requirements are met to the satisfaction of the MEDC, MEDC/MMS Program services will be reinstated. If requirements continue to not be met to the satisfaction of the MEDC, this Agreement will be terminated, and the Community will no longer be an MMS Community. All rights associated with the Community's participation in the MEDC/MMS Program will be revoked, including the right to use the MEDC/MMS Program name and logo.
 12. Assume full responsibility for all costs and expenses associated with the performance of the Local Program and the performance of its responsibilities under this Agreement. The Community and the Local Program further acknowledge that the MEDC/MMS Program is not responsible to the Community and/or the Local Program for any costs associated with this Agreement or the services provided under this Agreement, including but not limited to those costs or expenses incurred as a result of anticipated or actual participation in the MEDC/MMS Program, the NTHP NMSC Program or pursuant to the Community's selection or participation as an MMS Community.
 13. Remain engaged and in good standing in the Redevelopment Ready Communities Program, as determined by the MEDC.
 14. Acknowledge that third-party technical assistance is only available for eligible MEDC/MMS Program participants, as determined solely by the MEDC.

SECTION II. The MEDC/MMS Program agrees to provide these services:

1. Provide customized program training and technical assistance to the Community and Local Program, including any of the following services, which may be modified by the MEDC/MMS Program, in its sole discretion, to meet programmatic needs:

Program Services provided to Master MEDC/MMS Communities:

- Director Selection Assistance (C)*
 - Board Training (C)*
 - Business Recruitment
 - Downtown Future services
 - Director Training (C)*
 - Committee/Taskforce Training (C)*
 - Design Services – remainder of services to the Community from Selected Level
 - MEDC/MMS Trainings
 - Branding Service (C)*
 - Retail Merchandising (C)*
 - Biennial Accreditation visits with the National Main Street Center (C)*
 - MEDC/MMS Listserv Opportunities
 - Mentoring Opportunities
 - Eligible for seat on MEDC/MMS Advisory Council
-

* (C) = Services provided within community

2. Conduct MEDC/MMS Forums statewide for program directors and Local Program volunteers. Specific forum training topics will vary and be based on the combined needs of all MEDC/MMS Communities.
3. Conduct a Biennial Program Evaluation for each Master Level Local Program. In order to receive this service, the Community and Local Program must be in compliance with the above Minimum Participation Standards (Section I above)
4. Conduct a Check-in Visit for each Master Level Local Program, to occur in alternating years with the above Biennial Program Evaluation (II.3). The year following the acceptance of the Local Program into the Master Level, the Check-in Visit will be performed in order to informally assess and advise Local Program. The next year, the Biennial Program Evaluation will occur, and the schedule will continue to alternate as such for the term of this Agreement.
5. Provide advice, information, and additional on-site assistance to the Community, Local Program, its staff, and its Board of Directors upon request by the Local Program and subject to the MEDC/MMS Program schedule, program constraints, staff availability, and costs associated with the request. MEDC/MMS may request the assistance of other State or Federal agencies.

6. The Design Services may be scheduled according to the Community's needs with a maximum of one (1) service provided per year as long as Local Program is in compliance with this Agreement.
7. Invite Community to attend training and technical assistance opportunities in the other Select or Master MMS Communities.
8. Accredited, on behalf of the NTHP NMSC, all eligible MMS Communities that meet the above Minimum Participation Standards (Section I) and the NTHP NMSC Six Standards of Performance outlined in Attachment 1, as determined in the sole discretion of the MEDC.

SECTION III. The PARTIES hereto otherwise agree as follows:

1. **TERM OF THE AGREEMENT.** This Agreement, beginning July 23, 2019 shall remain in effect until the earlier of December 31, 2021 or such time as the "**Termination or Cancellation**" provisions hereof are invoked. All procedures for termination and cancellation are outlined below in Section III.16.
2. **CONFIDENTIAL INFORMATION.** Except for information provided to MEDC at its request or as part of this Agreement, the Community, Local Program, and their employees, agents, and representatives shall not disclose, other than to the extent required by law, including without limitation, the Freedom of Information Act, any information or data, including but not limited to all materials furnished to the Community and/or Local Program by MEDC ("Confidential Information") without the written consent of MEDC. Confidential information does not include information that is already in the possession of, or is independently developed by, the Community and/or Local Program; becomes publicly available other than through breach of this Section; or is received by the Community and/or Local Program from a third party with authorization to make such disclosures or is released with MEDC's prior written consent.
3. **LICENSING OF CERTAIN MARKS.** MEDC grants to Local Program a license to utilize the MEDC/MMS Program trade names, trademarks, logo, and/or service marks ("MEDC Marks") for the express purpose of publicizing the Community's selection and involvement as a the MEDC/MMS Program Community. Local Program's use of the MEDC Marks shall be approved by MEDC in advance of use.
4. **INTELLECTUAL PROPERTY RIGHTS.** Local Program acknowledges that it is being granted a limited license during the term of this Agreement by MEDC hereunder to use the MEDC Marks in accordance with the terms and conditions of this Agreement, and that no further or greater rights are granted in or to the MEDC Marks. Local Program acknowledges that MEDC owns all rights, title and interest in and to the MEDC Marks and that it will do nothing inconsistent with MEDC's ownership of the Marks.

5. **INDEMNIFICATION AND LIABILITY INSURANCE.** The Community and its Local Program shall indemnify, defend, and hold harmless MEDC and its subsidiaries, agents, employees and contractors from any damages, liability, costs or expenses that it may sustain through the negligence or willful acts of the Community and/or its Local Program pertaining to the performance of this Agreement. The Community and its Local Program shall maintain such insurance as shall be necessary to protect MEDC from claims that may arise out of or as a result of the Community's and/or Local Program's operations pursuant to this Agreement. The Community and/or Local Program will provide and maintain its own property damage insurance (written at not less than full replacement cost), workers compensation insurance (written for not less than any limits of liability required by law), and liability insurance (maintained at not less than \$1 million per occurrence, and \$5 million in the aggregate). MEDC shall be listed as an additional named insured on all such insurance policies. The Community and Local Program shall provide to MEDC periodic certificates of insurance to evidence the compliance with such insurance requirements, and, in any event, shall deliver such certificates to MEDC within 10 days after request by MEDC.
6. **TOTAL AGREEMENT.** This Agreement contains the entire agreement between the parties superseding any prior or concurrent agreements as to the services being provided, and no oral or written terms or conditions which are not contained in this Agreement shall be binding. This Agreement may not be changed except by mutual agreement of the parties, reduced to writing and signed. The Parties agree that that certain Michigan Main Street Program Community Requirements and Expectations Agreement dated January 16, 2019 between the MEDC, the Community, and the Local Program is terminated.
7. **ASSIGNMENT/TRANSFER/SUBCONTRACTING.** Except as contemplated by the Agreement, the Community and its Local Program shall not assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Agreement without the prior specific written consent of MEDC. Any future successors of the Community and/or Local Program will be bound by the provisions of this Agreement unless MEDC otherwise agrees in a specific written consent.
8. **COMPLIANCE WITH LAWS.** The Community and Local Program shall comply with all applicable laws, ordinances, regulations, rules, orders, judgments, decrees or other requirements imposed by any governmental authority (collectively, "laws"). The Community and/or Local Program is not, and will not during the term of this Agreement, be in violation of any laws to which it is subject, and will not fail to obtain any licenses, permits or other governmental authorizations necessary to carry out its duties hereunder.
9. **WAIVER.** A failure or delay in exercising any right with respect to this Agreement will not operate as a waiver unless otherwise stated in this Agreement, and will not excuse subsequent failures or delays, and a single or partial exercise of any right

will not be presumed to preclude any subsequent or further exercise of that right, or the exercise of any other right, and will not be construed as an automatic exercise of subsequent rights.

10. **NOTICES.** Any notice, approval, request, authorization, direction or other communication under this Agreement shall be given in writing and shall be deemed to have been delivered and given for all purposes (i) on the delivery date if delivered by electronic mail or by confirmed facsimile; (ii) on the delivery date if delivered personally to the Party to whom the same is directed; (iii) one (1) business day after deposit with a commercial overnight carrier, with written verification of receipt; or (iv) three (3) business days after the mailing date, whether or not actually received, if sent by U.S. mail, return receipt requested, postage and charges prepaid, or any other means of rapid mail delivery for which a receipt is available. The notice address for the Parties shall be the address as set forth in this Agreement, with the other relevant notice information, including the recipient for notice and, as applicable, such recipient's fax number or e-mail address, to be reasonably identified by notifying Party. MEDC, the Community and Local Program may, by notice given hereunder, designate any further or different addresses to which subsequent notices shall be sent.
11. **SEVERABILITY.** The invalidity or unenforceability of a particular provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, provided that the principal intent of this Agreement can be preserved.
12. **GOVERNING LAW AND JURISDICTION.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The parties agree that any legal actions concerning this Agreement shall be brought in the Ingham County Circuit Court in Ingham County, Michigan, USA. The terms of this paragraph shall survive the termination of the cancellation of this Agreement.
13. **NO EMPLOYMENT, PARTNERSHIP OR AGENCY RELATIONSHIP.** the MEDC/MMS Program is limited to furnishing its technical services to the Community and its Local Program and thus nothing contained herein shall create any employer-employee relationship. Further, this Agreement does not create a partnership relationship.
14. **NO THIRD PARTY BENEFICIARIES.** There are no express or implied third party beneficiaries to this Agreement.
15. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts and by facsimile, each of which shall constitute an original, and all of which together shall constitute one and the same instrument.
16. **TERMINATION OR CANCELLATION.**

- A. This Agreement may be terminated by MEDC by providing written notice of default and termination to the Community and its Local Program (“Notice of Default and Intent to Terminate”) upon the occurrence of any of the following events or conditions (“Event of Default”):
- (i) any representation or covenant made by the Community and/or its Local Program is determined by MEDC, in its reasonable judgment, to be incorrect at the time that such representation or covenant was made in any material respect, including, but not limited to, the Reports and compliance with laws as required under this Agreement;
 - (ii) The Community’s and/or its Local Program’s failure to comply with any of the requirements of this Agreement;
 - (iii) use of the program training, technical assistance, and resources provided pursuant to this Agreement for purposes other than as set forth in this Agreement.
- B. Notwithstanding the foregoing, the Community and its Local Program acknowledges that MEDC’s performance of its obligations under this Agreement is dependent upon the continued approval of funding and/or the continued receipt of state funding. In the event that the State Legislature, the State Government or any State official, public body corporate, commission, authority, body or employees, or the federal government (a) takes any legislative or administrative action which fails to provide, terminates or reduces the funding or programmatic support necessary for this Agreement, or (b) takes any legislative or administrative action, which is unrelated to the source of funding or programmatic support for this Agreement, but which affects MEDC’s ability to fund and administer the MEDC/MMS Program, then MEDC may cancel this Agreement by providing notice to the Community and its Local Program of cancellation. Cancellation may be made effective immediately, upon delivery of notice to the Community or its Local Program, or with such other time period as MEDC, in its sole discretion, deems reasonable.
- C. In addition to the above, either party may terminate its obligations under this Agreement, without cause, by giving the other party a 30-calendar day written notice of such termination.
- D. In the event that this Agreement is terminated, neither MEDC nor the Community or its Local Program shall have any further obligation to perform under this Agreement. The Community and/or Local Program shall, unless otherwise directed by MEDC in writing, immediately take all reasonable steps to terminate operations under this Agreement.

- E. In the event of termination or cancellation of this Agreement by the Local Program, the Local Program shall be obligated to reimburse MEDC for the cost of all third party services provided by MEDC to the Local Program pursuant to the terms of this Agreement. Such cost shall be determined solely by MEDC. The Local Program and the Community shall be jointly and severally liable for the payment of such reimbursement. Such reimbursement shall be made within thirty (30) days after delivery of an invoice therefor by MEDC.
17. **RESERVATIONS.** MEDC/MMS reserves the right to modify services provided to the Community and/or its Local Program as necessary.
18. **AUTHORITY TO EXECUTE THIS AGREEMENT.** The signatories below warrant that they are authorized to enter into this Agreement.
19. **Failure to sign and submit this agreement to MEDC on or before November 20, 2019 will result in the termination of the Community's participation in the MEDC/MMS Program.**

[signatures follow on next page]

IN WITNESS WHEREOF, the parties have executed this Agreement.

DOWNTOWN DEVELOPMENT AUTHORITY

BY: _____
Michael Cain, City Manager

LOCAL PROGRAM

BY: _____
Chris Bandy, Board Chair

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

BY: _____
Christin Armstrong, Secretary

National Trust for Historic Preservation / National Main Street Center

**Six Standards of Performance
for Accreditation**

1. Broad-based Community Commitment
2. Leadership & Organizational Capacity
3. Diverse and Sustainable Funding
4. Strategy-Driven Programming
5. Preservation-Based Economic Development
6. Demonstrated Impact & Result

October 1, 2019

United States Department of Agriculture
Food and Nutrition Services

To Whom it May Concern:

Please find the GusNIP Grantee-Firm MOU attached.

GusNIP grantee: Fair Food Network
GusNIP award number: 2019 – 70030 – 30400
Firm: Boyne City Farmers Market
Firm FNS number: 0355196

Sincerely,

Fair Food Network

Memorandum of Understanding

This Memorandum of Understanding is entered into on October 1, 2019 by Fair Food Network, herein referred to as "the Grantee", and Boyne City Farmers Market herein referred to as "the Firm", to ensure compliance with USDA FNS rules for the purpose of participation in a GusNIP grant project.

I.) Firm Contact Information

A. *Firm Name:* Boyne City Farmers Market;

B. *Street Address:*

207 N Lake St,
Boyne City, MI
49712

C. *Mailing Address:*

~~112 S Park St Suite F,~~ 113 S Lake St.
Boyne City, MI
49712

D. *Firm FNS number:* 0355196

E. *Firm hours and days of operation:* 8 am – 12 pm/Wednesday, Saturday

II.) GusNIP Grant Project Participation

A. *Time period:* The Firm's participation in Fair Food Network's GusNIP grant project will occur during a time period defined as beginning September 1, 2019 and ending on August 31, 2023.

B. *Incentives offered at firm:* customers of the Firm who participate in the federal Supplemental Nutrition Assistance Program (SNAP) will be eligible to use SNAP to purchase qualifying produce products or qualifying SNAP-eligible products and for every \$1 spent, will receive an incentive of \$1 to spend on additional produce up to \$20.00 per day.

C. *Other waivers:* None.

D. *Data collection:* the Firm will provide the Grantee with all incentive transaction-related data necessary for a robust evaluation of the GusNIP grant project with the mutual understanding that this data will be furnished to USDA NIFA, FNS, and GusNIP evaluators. These data include:

Site and Project Information

- Management or organizational structure of the program
- Financial instrument used for SNAP and incentive purchases (tokens, scrip, electronic, etc.)
- Retail locations, mobile routes, or other pertinent information to understand how the project improves access to healthy food for underserved, low-income consumers

- Months of operation and operating days and hours
- Whether it is a new SNAP incentive program or the continuation, expansion, or modification of an existing program
- Whether program sites accept other nutrition assistance program benefits
- Whether program sites collaborate with nutrition education programs or offer other experiential nutrition education activities
- Expenses associated with establishment and operations of the program

Incentive Program Information

- Fruit and vegetable products eligible for incentives
- Incentive level (ratio and maximum)
- Incentive delivery mechanism
- Dollar value of SNAP purchases (per site/per year)
- Number of SNAP transactions (per site/per year)
- Dollar value of incentives issued (per site/per year)
- Dollar value of incentives redeemed (per site/per year)
- Average incentive value redeemed per recipient (weekly/monthly/annually)

E. *Firm Regulations:* the Firm will follow all relevant GusNIP and SNAP rules including, but not limited to, the following:

- The Firm will only accept incentives for GusNIP qualifying fruits or vegetables;
- The Firm will never accept incentives for ineligible products (i.e., non-food, alcohol, tobacco, or hot food products);
- The Firm will never exchange incentives for cash (i.e., trafficking);
- The Firm will never provide cash or SNAP EBT change for incentives;
- The Firm will never provide cash or SNAP EBT refunds for incentives;
- The Firm will never accept incentives from individuals known not to be legally entitled to possess incentives;
- The Firm will never accept incentives to pay credit accounts; and,
- The Firm will never knowingly provide false information of a substantive nature regarding their participation in the grant project.

The Firm acknowledges that failure to abide by GusNIP and SNAP rules, at any firm location, may result in SNAP disqualification, civil money penalties, and/or criminal penalties.

F. *Grantee Regulations:* The Grantee acknowledges that failure of the Grantee to abide by GusNIP grant program rules may result in rescission, in whole or in part, of grant funds.

G. *Grantee Responsibility for Firm:* The Grantee acknowledges that they are responsible for overseeing firms participating in their grant project to ensure that SNAP and GusNIP rules are followed; and that they will be held responsible for instances of noncompliance that occur at any of their participating firms.

The Grantee and the Firm hereby acknowledge the above regulations and agreements and commit to uphold them throughout the duration of the GusNIP grant program, or until this agreement is superseded by a future memorandum of understanding to ensure continued compliance with USDA FNS guidelines.

Oran B. Hesterman

Dr. Oran B. Hesterman
The Grantee Project Director / Date

Signature of firm owner / Date

Printed Name of firm owner / Date

Grantee initials: *FFN*

Firm initials:

October 25, 2019

Kelsie King-Duff, Executive Director
Boyne City Main Street Program
113 South Lake Street
Boyne City, Michigan 49712

Re: Economic Vitality Committee/Team Boyne

Kelsie,

It has been my pleasure to chair the Team Boyne meetings over the past two years. While I won't be leading the future meetings, I still plan to be an active volunteer with BCMS.

I would like to make a suggestion that would benefit the EV committee. There usually isn't a December meeting and as far as I know the date has not been set for a January meeting. There is time for you and the new chairperson to sit down, discuss exactly what the committee needs to accomplish, and form a small group that is capable of executing the new vision. Should this new small group be the 'core group' of Team Boyne that gets things done? Should this core group be the EV committee and have Team Boyne as an offshoot of the newly formed EV committee? Those are questions that need to be asked and answered as a new chairperson is selected.

The reason for my suggestion is simply due to the lack of willing volunteers from the current members of the committee. The meetings are wonderful and provide great updates on what is going on in Boyne. However, when I ask for volunteers to help with projects, I get little to no response. A perfect example of this is the business visitations. We've been unsuccessful in getting most (nearly all) committee members to volunteer to visit even one business for the committee. For the past few months, this has been a topic for discussion at every meeting. I've stressed the importance, had a speaker talk about the success another community had with the visits, offered physical and email signup sheets, and asked directly in the meeting for people to help. Still, very few are willing to volunteer. I asked no less than four times for help with this project at the October 18, 2019 meeting. After the meeting I reviewed the sign-up sheets to see that not one person signed up for a visitation.

Having been to nearly every meeting since first coming to Boyne City in 2015, I've seen the lack of volunteers over multiple chairpersons and executive directors. I don't believe the problem is leadership. I believe the group is used to having an intriguing discussion followed by area updates and they are fine with that being what the committee is all about. I think that's great and the turnout is generally strong. I am not in favor of disbanding what is happening. I am in favor of either having a 'core group' or having Team Boyne be an offshoot of the official EV committee.

That's my \$0.02.

/s/ John Cool

11/01/2019

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	YTD BALANCE
		ORIGINAL	AMENDED BUDGET	10/31/2019	10/31/2018
		BUDGET		NORMAL	NORMAL
				(ABNORMAL)	(ABNORMAL)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Revenues					
Dept 030 - REVENUES					
248-030-400.000	ALLOCATION FROM CUR YR FD BAL	19,156.00	19,156.00	0.00	0.00
248-030-405.000	CURRENT YEAR TAXES	292,263.00	292,263.00	220,707.92	233,079.93
248-030-670.000	PROMOTIONS COMMITTEE REVENUE	15,000.00	15,000.00	6,670.00	12,174.69
248-030-670.100	BOYNE APPETIT	4,000.00	4,000.00	0.00	0.00
248-030-670.300	WALKABOUT SCULPTURE SHOW	3,000.00	3,000.00	0.00	211.00
248-030-675.000	CONTRIBUTIONS	0.00	0.00	3.31	0.00
248-030-676.000	SPECIAL EVENTS - POKER RUN	40,000.00	40,000.00	0.00	0.00
Total Dept 030 - REVENUES		373,419.00	373,419.00	227,381.23	245,465.62
TOTAL REVENUES		373,419.00	373,419.00	227,381.23	245,465.62
Expenditures					
Dept 731 - EXPENDITURES					
248-731-705.000	SALARIES/WAGES	64,262.00	64,262.00	25,836.64	28,574.16
248-731-712.000	INSURANCE: LIFE/AD&D	250.00	250.00	102.38	140.52
248-731-713.000	MEDICAL INSURANCE	7,056.00	7,056.00	3,528.10	3,528.10
248-731-714.000	SOCIAL SECURITY	4,884.00	4,884.00	2,596.47	2,559.74
248-731-715.000	PENSION	4,242.00	4,242.00	2,240.03	2,207.46
248-731-716.000	UNEMPLOYMENT	10.00	10.00	3.66	1.66

248-731-719.000	SICK/VACATION	3,058.00	3,058.00	4,576.08	1,358.56
248-731-727.000	OFFICE SUPPLIES	1,000.00	1,000.00	165.70	412.87
248-731-728.000	OFFICE OPERATING EXPENSES	0.00	0.00	28.68	0.00
248-731-730.000	REPAIRS/MAINTENANCE	2,000.00	2,000.00	0.00	0.00
248-731-732.000	MEMBERSHIP DUES	3,350.00	3,350.00	3,000.00	3,350.00
248-731-740.000	UTILITIES/INTERNET SERVICE	732.00	732.00	438.34	309.97
248-731-750.000	ADMINISTRATIVE FEE	7,500.00	7,500.00	0.00	0.00
248-731-760.000	DESIGN COMM EXPENSES	2,250.00	2,250.00	290.00	6,625.00
248-731-762.000	DESIGN CAPITAL IMPROVEMENTS	77,500.00	77,500.00	5,177.50	10,882.55
248-731-763.000	STREETSCAPE AMENITIES	30,000.00	30,000.00	13,487.33	9,593.92
248-731-782.000	BUSINESS RECRUITMENT/RETENTION	8,500.00	8,500.00	1,521.81	68.36
248-731-810.000	COMMITTEE/EVENT EXPENSES	0.00	0.00	0.00	200.00
248-731-812.000	ORGANIZATION COMM EXPENSES	1,500.00	1,500.00	2,483.46	4,337.73
248-731-870.000	EDUCATION/TRAVEL	5,925.00	5,925.00	2,654.87	1,464.93
248-731-900.000	ADVERTISING/PUBLISHING	15,000.00	15,000.00	8,654.01	5,793.74
248-731-902.000	PROMOTIONS COMMITTEE EXPENSES	12,000.00	12,000.00	2,411.85	3,400.00
248-731-910.000	PROMOTIONS COMMITTEE EVENTS	16,000.00	16,000.00	6,612.32	25,509.74
248-731-910.100	BOYNE APPETIT	4,000.00	4,000.00	0.00	0.00
248-731-910.200	WALKABOUT SCULPTURE SHOW	3,000.00	3,000.00	0.00	0.00
248-731-910.300	STROLL THE STRETS	16,000.00	16,000.00	14,068.40	0.00
248-731-940.000	FACILITIES RENT	8,400.00	8,400.00	3,300.00	2,100.00
248-731-942.000	SERVICE MAINTENANCE FEE	75,000.00	75,000.00	0.00	0.00
Total Dept 731 - EXPENDITURES		373,419.00	373,419.00	103,177.63	112,419.01
TOTAL EXPENDITURES		373,419.00	373,419.00	103,177.63	112,419.01
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES		373,419.00	373,419.00	227,381.23	245,465.62
TOTAL EXPENDITURES		373,419.00	373,419.00	103,177.63	112,419.01
NET OF REVENUES & EXPENDITURES		0.00	0.00	124,203.60	133,046.61

11/01/2019

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019-20	2019-20	YTD BALANCE	YTD BALANCE
		ORIGINAL	AMENDED BUDGET	10/31/2019	10/31/2018
		BUDGET		NORMAL	NORMAL
				(ABNORMAL)	(ABNORMAL)
Fund 213 - FARMERS MARKET FUND					
Revenues					
Dept 030 - REVENUES					
213-030-579.000	GRANTS-STATE/FEDERAL	(1,285.00)	(1,285.00)	2,000.00	3,420.00
213-030-642.000	MISC INCOME	10,500.00	10,500.00	3,943.37	3,878.84
213-030-642.040	SENIOR PROJECT	0.00	0.00	0.00	3,044.00
213-030-642.100	BAG SALES	0.00	0.00	120.00	0.00
213-030-642.150	DONATIONS	0.00	0.00	31.00	2,196.86
213-030-642.250	FOOD TRUCK RALLY	12,000.00	12,000.00	15,072.95	11,974.77
213-030-642.500	POINSETTIA SALES	300.00	300.00	0.00	0.00
213-030-642.650	MARKET MONEY PURCHASE\	100.00	100.00	0.00	0.00
213-030-642.700	DAILY VENDOR FEE	25,725.00	25,725.00	550.00	225.00
213-030-642.725	VENDOR FEE SUMMER 10 FT	0.00	0.00	3,175.00	16,035.00
213-030-642.750	VENDOR FEE-SUMMER 20 FT	0.00	0.00	20,225.00	3,125.00
213-030-642.775	VENDOR FEE - WINTER	3,000.00	3,000.00	1,040.00	1,620.00
Total Dept 030 - REVENUES		50,340.00	50,340.00	46,157.32	45,519.47
TOTAL REVENUES		50,340.00	50,340.00	46,157.32	45,519.47

Expenditures

Dept 040 - EXPENDITURES

213-040-705.000	SALARIES - PLANNING	21,060.00	21,060.00	8,085.20	8,928.01
213-040-714.000	SOCIAL SECURITY	1,600.00	1,600.00	618.51	683.00
213-040-716.000	UNEMPLOYMENT INSURANCE	5.00	5.00	4.90	3.56
213-040-727.000	SUPPLIES	500.00	500.00	96.85	189.43
213-040-731.000	POSTAGE	50.00	50.00	0.00	204.88
213-040-732.000	MEMBERSHIP DUES/MML	400.00	400.00	0.00	0.00
213-040-750.150	BAG MATERIALS	0.00	0.00	341.15	0.00
213-040-750.250	FOOD TRUCK RALLY	12,000.00	12,000.00	8,277.42	6,745.50
213-040-750.260	POINSETTIA FUNDRAISER	300.00	300.00	0.00	0.00
213-040-750.300	MARKET MONEY	400.00	400.00	0.00	310.00
213-040-750.350	OUTDOOR MARKET	350.00	350.00	62.00	292.01
213-040-750.360	OUTDOOR MARKET MUSIC	975.00	975.00	787.50	425.00
213-040-750.370	SNAP REIMBURSEMENT	3,000.00	3,000.00	1,220.00	1,875.00
213-040-750.380	DOUBLE UP FOOD BUCKS	2,500.00	2,500.00	1,224.00	1,928.00
213-040-750.390	SENIOR PROJECT FRESH	2,500.00	2,500.00	1,714.00	2,114.00
213-040-750.400	WIC	2,500.00	2,500.00	1,412.00	1,835.00
213-040-870.000	TRAINING AND SCHOOLS	500.00	500.00	0.00	800.00
213-040-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	1,000.00	1,000.00	440.00	880.00
213-040-900.400	WINTER PROMOTION	700.00	700.00	20.05	0.00
Total Dept 040 - EXPENDITURES		50,340.00	50,340.00	24,303.58	27,213.39
TOTAL EXPENDITURES		50,340.00	50,340.00	24,303.58	27,213.39
Fund 213 - FARMERS MARKET FUND:					
TOTAL REVENUES		50,340.00	50,340.00	46,157.32	45,519.47
TOTAL EXPENDITURES		50,340.00	50,340.00	24,303.58	27,213.39
NET OF REVENUES & EXPENDITURES		0.00	0.00	21,853.74	18,306.08