



(REVISED)

BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, January 14, 2020 at 7:00 p.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. CONSENT AGENDA
The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed and placed as the last item under new business to receive full discussion. Such requests will be automatically respected.
 - A. Approval of the December 10, 2019 City Commission regular meeting minutes as presented
 - B. Approval of the Main Street Board's recommendation to appoint Anna Burkhart to a 4 year term expiring 1/4/2024
 - C. Approval of the Main Street Board's recommendation to appoint Robert Grove to a 4 year term expiring 1/4/2024
 - D. Approval of the Main Street Board's recommendation to approval of liquor licenses for Boyne Thunder on July 10 & 11, 2020 and the Farmers Market Food Truck Rally on July 16, 2020 to be held in Veteran's Park, 319 N. Lake St. Boyne City, MI. 49712 and authorize the staff to execute the documents
 - E. Approval of the Board of Review recommendation to reappoint Bob Carlile to the Board of Review for a three year term, expiring January 31, 2023
 - F. Approval of the Parks & Recreation Board's recommendation to reappoint Hugh Conklin to the Parks & Recreation Board for a four year term, expiring December 31, 2023
 - G. Approval of the Parks & Recreation Board's recommendation to reappoint Greg Vadnais to the Parks & Recreation Board for a four year term, expiring December 31, 2023
 - H. Approval of the Parks & Recreation Board's recommendation to accept the resignation of Gow Litzemberger
 - I. Approval of the Parks & Recreation Board's recommendation to appoint Heather Huffstutler to the Parks & Recreation board to fill the remaining term of Gow Litzemberger, expiring December 31, 2020
 - J. Approval of the creation of the new 4-year retirement vesting period for the DPW Director Position and Water/Wastewater Superintendent Position and authorize the City Manager and City Clerk / Treasurer to execute the required documents
 - K. Approval of a contract with MHR to provide EMS patient billing at a cost of \$22 per patient account and authorize the City Manager to execute the documents
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
 - A. Invitation to February 5, 2020 Volunteer Jambo at the Pine Lake Lodge from 4 to 7 p.m.

6. CITY MANAGER'S REPORT

- A. Charlevoix County Housing Ready Partnership
Update provided by Chip Hansen, including information regarding Director hiring

7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

- A. Draft minutes of the December 3, 2019 Zoning Board of Appeals Meeting
- B. Draft minutes of the December 5, 2019 Main Street Board Meeting
- C. Draft minutes of the December 12, 2019 Parks & Recreation Commission Meeting
- D. Draft minutes of the December 16, 2019 Planning Commission Meeting
- E. November, 2019 Financial Statement

8. OLD BUSINESS

9. NEW BUSINESS

- A. Christie Hoenicke Recognition
Recognition of Officer Christie Hoenicke for her recent graduation from the Shield Institute, Command Level 1 Training Course
- B. Parks & Recreation Plan Public Hearing / Adoption
 - i. Consideration of a Public Hearing to hear citizens comments regarding the 2020-2024 Parks & Recreation Master Plan
 - ii. Consideration to approve of the resolution on the Parks & Recreation Master Plan 2020-2024
- C. Potential Barrier to Housing Development Zoning Ordinance Amendments Second Reading
Consideration of a second reading and adoption of the proposed amendments to the Boyne City Zoning Ordinance to potential barriers to housing
- D. Ted Macksey Conditional Zoning Extension Request
Consideration of a request from Ted Macksey for a one year extension of his current conditional zoning request
- E. Charlevoix County Parks Millage Grant Application
Consideration to approve to submit a grant application to the Charlevoix County Parks Millage panel for funding for the Boyne Forest Trail – Trail Head Parking lot and also to submit an application request for funding for the Boyne Forest Trail- Trail Head Pathway, along with the supporting resolutions, and authorize the City Manager to execute the documents
- F. City Sidewalk Snow Removal
Consideration to authorize staff to implement snow removal enforcement in the designated downtown area, implementing ordinance #54-60
- G. EMS Online Education Platform
Consideration to authorize the City Manager or his designee to enter into a one year contract with Vector Technologies in the amount of \$2,620 per year for online continued education for EMS Staff
- H. Request of the City Manager to go into closed session to consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976)

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for January 28, 2020 at noon
- The work session on the International Maintenance Code will be held on Tuesday, January 21, 2020 at 5:30 p.m.

12. ADJOURNMENT



Scan QR code or go to
www.cityofboyne.com
click on Boards & Commissions for complete
agenda packets & minutes for each board

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

**DECEMBER 10, 2019
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD AT BOYNE CITY HALL, 319 NORTH LAKE STREET, ON TUESDAY DECEMBER 10, 2019

CALL TO ORDER

Mayor Neidhamer called the meeting to order at noon, followed by the Pledge of Allegiance.

Present: Mayor Tom Neidhamer, Mayor Pro-Tem Ron Grunch, Commissioners Hugh Conklin and Dean Solomon

Absent: Commissioner Sally Page

Staff: Michael Cain, Cindy Grice, Kevin Spate, Mark Fowler, Tim Faas, Scott McPherson, John Lamont, Patrick Kilkenny, Barb Brooks and Kelsie King-Duff

Others: There were six citizens in attendance.

**EXCUSE
COMMISSIONER PAGE
MOTION**

2019-12-157
Moved by Neidhamer
Second by Solomon

To excuse Commissioner Page from attending today's meeting

Ayes: 4
Nays: 0
Absent: 1, Commissioner Page
Motion carried

**CONSENT AGENDA
MOTION**

2019-12-160
Moved by Conklin
Second by Solomon

Approval of the November 19, 2019 City Commission work session meeting minutes as presented
Approval of the November 26, 2019 City Commission regular meeting minutes as presented

Ayes: 4
Nays: 0
Absent: 1, Commissioner Page
Motion carried

CITIZENS COMMENTS

Bill Brady said he is here about the bike path along West Michigan into town. Has there been a decision made yet? Mayor Neidhamer responded that no, we are just beginning the discussions.

CORRESPONDENCE

None

**CITY MANAGERS
REPORT**

City Manager Cain reported:

- The pavilion project continues to move forward.
- We had 27 attendees at the Public Input Session for the Recreation Plan for the Open Space and Avalanche properties

- The new side by side ATV for the fire department is expected to arrive this week.
- New, improved temporary lighting and power plugs have been installed in the museum space and the area is being painted to make it more useful for fundraising and collection cataloging efforts.

Planning Director Scott McPherson and Mayor Neidhamer presented George Ellwanger with a certificate of appreciation for 16 years served on the Planning Commission.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

Draft minutes of the November 7, 2019 Main Street Board Meeting; the November 14, 2019 Parks & Recreation Commission Meeting; the November 18, 2019 Planning Commission Meeting; the November 18, 2019 Historical Commission Meeting and the November 21, 2019 Historic District Meeting were received and filed.

Snow Removal & Haul out

Consideration to approve the winter snow removal plan and award a purchase order contract to MDC Contracting of Petoskey based on the hourly rates and authorize the City Manager to execute the documents

DPW Superintendent Tim Faas stated this past winter season two (2) concerns were raised by the public in regard to our snow removal plans. Firstly, the placement of snow stockpiles in the Open Space property along the waterfront and secondly, the hauling of stockpiled snow from both public and private locations to the snow disposal site at the airport.

I. Snow Stockpiles in the Open Space

The Open Space property was used by the City crews to dispose of some of the snow plowed from the downtown area throughout the winter in lieu of hauling it to the snow disposal site at the airport. Starting next spring it is conceivable that construction of the improvements to the Open Space property will preclude use of that location to stockpile snow during the winter. As such, he is recommending we cease using it as part of our annual snow removal plan. The impact means that additional resources will be required to haul-out snow from the downtown area, on a more frequent basis, during non-regular working hours.

II. Haul-Out of Snow from Public & Private Locations

The haul-out of stockpiled snow from the downtown area posed concerns from a resident along E Main Street due to noise from the trucks hauling to the snow disposal site at the airport. The majority of the resident's concerns stemmed from the private haulers, not the City crews, and were primarily during the 12:00 AM midnight to 5:00 AM time period.

In order to address the Item I concerns, Tim reached out to several regional trucking companies and two (2) have responded to his request for hourly pricing on the snow haul-out operations. The quotes provided are for providing two (2), ten (10) cubic yard tandem dump trucks and drivers to haul snow from the downtown area to the snow disposal site at the airport generally between the hours of 5:00

AM and 9:00 AM as required. The snow would be blown into the dump bodies by City staff operating one of the Trackless tractors with a snow blower attachment. The two quotes received are summarized below:

Hilltop Trucking & Excavating (East Jordan)	\$85/hour
MDC Contracting (Petoskey)	\$85/hour

Based on the above pricing and the very favorable customer service provided by MDC Contracting this year on the Cedar & Terrace Street reconstruction projects, Tim is recommending we contract with them as reliability will be an important factor in choosing our service provider. Total costs are to be expected in the range of \$9,000 to \$14,000 for the winter season for these outside services.

To address the noise concerns in Item II, also proposed is that we restrict the use of our snow disposal site at the airport to the hours of 5:00 AM through 10:00 PM (except in the event of an extreme emergency as approved by the City Manager). Further, should any private hauler desire to use the City's snow disposal site at the airport, a fee of \$250 would be charged to cover the cost of clean-up of the debris found in the snow in the spring. The city crews would also follow these restrictions in the hours of hauling

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation.

MOTION

2019-12-161
Moved by Grunch
Second by Conklin

To approve the winter snow removal plan and award a purchase order contract to MDC Contracting of Petoskey based on the hourly rates and authorize the City Manager to execute the documents

Ayes: 4
Nays: 0
Absent: 1, Commissioner Page
Motion carried

Water Rate Study Proposal

Consideration of a proposal from Bakertilly Municipal Advisors to perform a water rate study for a cost of \$10,500 and authorize the City Manager to execute the documents.

Water/Wastewater Superintendent Mark Fowler discussed Water Rate Study proposal from Bakertilly Municipal Advisors. This is the same company who performed the rate study for the Wastewater system as part of the SAW grant. We feel it would be beneficial to have this same analysis completed on the water system.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with proposal.

MOTION

2019-12-162
 Moved by Conklin
 Second by Solomon

To approve a proposal from Bakertilly Municipal Advisors to perform a water rate study for a cost of \$10,500 and authorize the City Manager to execute the documents

Ayes: 4
 Nays: 0
 Absent: 1, Commissioner Page
 Motion carried

Financial Forecast Update

Review by Michael Weisner, where he provided the City Commission a draft of the financial forecast results for General Fund.

Open Space / Avalanche / Parks & Recreation Master Plan Public Meeting schedule Recommendation

Consideration to approve the schedule of meetings for the Open Space Property Designs, Avalanche Property Designs and the Parks & Recreation Master Plan Update as presented.

Public Works Superintendent Tim Faas stated that in order to solicit public input and present findings to the elected officials of the City of Boyne City, a series of meetings is required for the Parks & Recreation planning projects being undertaken by Beckett & Raeder. He provided the required schedule to meet the February 1, 2020 deadline for completion as follows.

Open Space & Avalanche Properties

December 4, 2019	5:30 PM	Public Input Session
January 9, 2020	5:30 PM	Public Input/City Commission Work Session #1 – Preliminary Design Concepts *
February 13, 2020	5:30 PM	Public Input/City Commission Work Session #2 – Final Design Plans *

* This is a joint meeting with the Parks & Recreation Commission

2020-2024 Parks & Recreation Master Plan

January 9, 2020	5:00 PM	Plan Presentation @ Parks & Recreation Commission Meeting
January 14, 2020	7:00 PM	Public Hearing & Plan Adoption @ City Commission Meeting
January 31, 2020	11:59 PM	Upload Deadline to MDNR website

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with proposed meeting schedule.

MOTION

2019-12-163
 Moved by Conklin
 Second by Solomon

To approve the schedule of meetings for the Open Space Property Designs, Avalanche Property Designs and the Parks & Recreation Master Plan Update as presented.

Ayes: 4
 Nays: 0
 Absent: 1, Commissioner Page
 Motion carried

**International Property
 Maintenance Code Work
 Session**

Consideration to schedule a work session to review the International Property Maintenance Code for Thursday, January 16, 2020 at 5:30 p.m.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with proposed meeting date

MOTION

2019-12-164
 Moved by Neidhamer
 Second by Conklin

To approve to schedule a work session to review the International Property Maintenance Code for Tuesday, January 21, 2020 at 5:30 p.m.

Ayes: 4
 Nays: 0
 Absent: 1, Commissioner Page
 Motion carried

**New MERS Retirement
 Division**

City Manager Cain stated that as part of the terms agreed to by the Main Street Board when Kelsie King-Duff was hired was the creation of a four-year term vesting period for the defined contribution pension program associated with that position. There is no additional cost for this provision and the required funds have been provided to MERS.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation

MOTION

2019-12-165
 Moved by Conklin
 Second by Solomon

To approve of the creation of the new 4-year retirement vesting period for the Main Street Executive Director's position and authorize the City Manager and City Clerk / Treasurer to execute the required documents

Ayes: 4
 Nays: 0
 Absent: 1, Commissioner Page
 Motion carried

Good Of The Order

None

ADJOURNMENT

Motion by Mayor Neidhamer, second by Commissioner Conklin to adjourn the Regular City Commission meeting of Tuesday, December 10, 2019 at 1:09 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk/Treasurer

DRAFT



To: Michael Cain, City Manager *MC*
Boyne City City Commission

From: Kelsie King-Duff, Executive Director *KKD*

Date: January 10, 2020

Subject: Boyne City Main Street Board Appointments

OVERVIEW:

At the January 2nd meeting of the Boyne City Main Street Board, the board unanimously voted to recommend to City Commission appointment of Anna Burkhart and Robert Grove for 4 year terms (expiring 1/4/2024) to the Main Street board. Anna has volunteered at several Main Street events, and owns Forgotten Treasures. Bob Grove is the owner of the Dilworth Hotel. Both are vested in the future of downtown Boyne City. Their applications follow this memo.

RECOMMENDATION:

Appoint Anna Burkhart and Robert Grove to 4 year terms (expiring 1/4/2024) on the Boyne City Main Street board.

Options include:

1. Approve as presented
2. Do not approve as presented
3. Postpone for further consideration
4. Other options as determined by commission

CITY OF BOYNE CITY

319 North Lake Street Boyne City, MI 49712 (231) 582-6597



BOARD MEMBER APPLICATION

The City understands you are interested in becoming a member on one of the City Advisory Boards/Commissions. We appreciate your interest and future dedication to Boyne City. In order for the City to have information on file as reference when the next board has an opening, we ask you please complete the following and return to City Hall.

Name: Anna Burkhardt
Address: 209 S. Lake St. Boyne City
Telephone: 231.330.0904 (daytime) _____ (evening)
Email: treasurekeepersllc@gmail.com
Occupation: Business Owner - Forgotten Treasures Consignment

Please check any Advisory Board or Commission you may be interested in.

- | | |
|---|---|
| <input type="checkbox"/> Airport Advisory Board | <input type="checkbox"/> Economic Development Corporation |
| <input type="checkbox"/> Historical Commission | <input checked="" type="checkbox"/> Main Street / DDA Program |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks and Recreation Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Housing Commission |
| <input type="checkbox"/> Local Development | <input type="checkbox"/> Zoning Board of Appeals |
| <input type="checkbox"/> Finance Authority | <input type="checkbox"/> District Library Board |
| <input type="checkbox"/> Historic District Commission | |

Reason(s) you wish to serve:

As a business owner I feel that it is important to be involved and aware of what is happening in the town and also help with input to make the community as best it can be.

Other community or civic service activities:

Volunteered with several events for Boyne City and would like to be more involved.

Signature

Anna Burkhardt

Date

12-10-19

CITY OF BOYNE CITY

319 North Lake Street Boyne City, MI 49712 (231) 582-6597



BOARD MEMBER APPLICATION

The City understands you are interested in becoming a member on one of the City Advisory Boards/Commissions. We appreciate your interest and future dedication to Boyne City. In order for the City to have information on file as reference when the next board has an opening, we ask you please complete the following and return to City Hall.

Name: ROBERT C. GROVE
Address: 3050 TALL PINES, BOYNE CITY MI
Telephone: 231-758-4158 (daytime) _____ (evening)
Email: R.GROVE@NU-CODE.COM
Occupation: MANAGER

Please check any Advisory Board or Commission you may be interested in.

- | | |
|---|--|
| <input type="checkbox"/> Airport Advisory Board | <input checked="" type="checkbox"/> Economic Development Corporation |
| <input checked="" type="checkbox"/> Historical Commission | <input checked="" type="checkbox"/> Main Street / DDA Program |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks and Recreation Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Housing Commission |
| <input checked="" type="checkbox"/> Local Development Finance Authority | <input type="checkbox"/> Zoning Board of Appeals |
| <input checked="" type="checkbox"/> Historic District Commission | <input type="checkbox"/> District Library Board |

Reason(s) you wish to serve:

Other community or civic service activities:

Signature Robert C. Grove

Date 5-16-19



To: Michael Cain, City Manager *MC*
Boyne City City Commission

From: Kelsie King-Duff, Executive Director *KKD*

Date: January 10, 2020

Subject: 2020 Special Event Liquor Licenses

OVERVIEW:

For many years, Boyne City Main Street (DDA) has been pulling special event liquor licenses for Boyne Thunder and the Farmers Market Food Truck Rally. At the January 2nd meeting of the Boyne City Main Street Board the board unanimously voted to recommend to City Commission approval of liquor licenses for Boyne Thunder on July 10 & 11, 2020 and the Farmers Market Food Truck Rally on July 16, 2020 to be held in Veteran’s Park, 319 N. Lake St. Boyne City, MI. 49712.

RECOMMENDATION:

The Boyne City City Commission grant approval to Boyne City Main Street to apply for a special event liquor license for Boyne Thunder and the Boyne City Farmers Market Food Truck Rally on the dates, and at the location, specified above.

Options include:

1. Approve as presented
2. Do not approve as presented
3. Postpone for further consideration
4. Other options as determined by commission



Michigan Department of Licensing and Regulatory Affairs
 Liquor Control Commission (MLCC)
 Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Mailing Address: P.O. Box 30005, Lansing, MI 48909
 Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
 Request ID: _____
 (For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. **It is strongly recommended that you submit the application as soon as you know the date of your event(s).** Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: City of Boyne City Downtown Development Authority		
Applicant address: 113 S. Lake Street		
City: Boyne City		Zip Code: 49712
Contact name: Kelsie King-Duff	Phone: 231-582-9009	Email: mainstreet@boynecity.com
Alternate contact name: Ingrid Day	Phone: 231-582-9009	Email: bcmainstreet@gmail.com

1. Has the applicant organization previously received a Special License? <input checked="" type="radio"/> Yes <input type="radio"/> No If No, the applicant organization must submit documentary proof of its non-profit status (e.g. charter, bylaws, IRS tax exemption, Articles of Incorporation, etc.)
2. Has the applicant organization been established for one (1) year or longer? <input checked="" type="radio"/> Yes <input type="radio"/> No Date the applicant organization was established (month/day/year): <u>1/26/1994</u>
3. Is the applicant organization a municipality? <input checked="" type="radio"/> Yes <input type="radio"/> No

Leave Blank - MLCC Use Only

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 319 N. Lake Street	
City, township, or village where event will be held: Boyne City	County: Charlevoix
1. Will you submit your completed application at least ten (10) business days before your event? <i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i> <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5) <input checked="" type="radio"/> Yes <input type="radio"/> No	
4. Is the event location within 500 feet of a church or school? If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5) <input type="radio"/> Yes <input checked="" type="radio"/> No	
5. Is the event location outdoors or partially outdoors? <input type="radio"/> Yes <input type="radio"/> No If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form. <div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; padding: 2px 10px; margin-right: 5px;">260</div> feet X <div style="border: 1px solid black; padding: 2px 10px; margin-right: 5px;">220</div> feet = <div style="border: 1px solid black; padding: 2px 10px; margin-right: 5px;">57,200</div> square feet </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Width Length </div> Describe type and height of the barrier that will be used to enclose the outdoor area: 4' orange barricade fencing secured with stakes placed at appropriate distance to ensure fence integrity	
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: No less than 3 people (with clothing to denote "security") to be placed at entrance and around perimeter of fence. IDs will be checked at entrance with 'over 21' wristbands supplied. Local law enforcement regularly stop in to the event.	

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory? Yes No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.
8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license? Yes No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)
9. Will the event(s) involve an auction of donated wine? Yes No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

10. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below **for each individual date** for which you are requesting a Special License at this location. **If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date.** **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

1	Jul 10, 2020	Describe event being held: Dinner & auction for participants of Boyne Thunder poker run which raises money for charity	
	Date		
	3 p.m. 11:30 p.m.	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input checked="" type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

2	Jul 11, 2020	Describe event being held: Dinner & auction for participants of Boyne Thunder poker run which raises money for charity	
	Date		
	2 p.m. 11:30 p.m.	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

3	Jul 16, 2020	Describe event being held: Food Truck Rally to support the Boyne City Farmers Market	
	Date		
	4 p.m. 10 p.m.	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction	
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

4		Describe event being held:	
	Date		
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

5		Describe event being held:	
	Date		
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

6		Describe event being held:	
	Date		
	Start Time	End Time	Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction
		Is this date a Sunday? <input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

12. Special license date information Continued from Page 2.

7		Describe event being held:		
	Date			
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
8		Describe event being held:		
	Date			
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
9		Describe event being held:		
	Date			
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
10		Describe event being held:		
	Date			
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
11		Describe event being held:		
	Date			
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	
12		Describe event being held:		
	Date			
	Special License will be used for:	<input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday?	<input type="radio"/> Yes <input type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input type="radio"/> No	

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: <i>(per Special License requested)</i>	\$50.00	<p>If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.</p> <p>Make checks payable to: State of Michigan</p>	<p><i>Leave Blank - MLCC Use Only</i></p>
x Number of Special Licenses:	1		
= Special License Fees: <i>MLCC Fee Code: 4008</i>	\$50.00		
+ Sunday Sales Permit (P.M.) Fees: <i>MLCC Fee Code: 4032</i>			
+ Sunday Sales Permit (A.M.) Fee: <i>MLCC Fee Code: 4033</i>			
= TOTAL FEES DUE:	\$50.00		

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

We certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Christopher Bandy 231-582-7499

Print Name and Phone Number of President	Signature of President	Date
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Print Name of Notary	Signature of Notary	Date
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Notary Public, State of Michigan, County of	Acting in the County of
My commission expires	

Jane Halstead 231-582-6597

Print Name and Phone Number of Secretary	Signature of Secretary	Date
--	------------------------	------

Print Name of Notary	Signature of Notary	Date
----------------------	---------------------	------

Notary Public, State of Michigan, County of	Acting in the County of
My commission expires	

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: Boyne City Police Department	
Name & title of reviewing officer: Kevin Spate, Police Chief	
Phone number of officer: 231-582-6611	Email of officer: kspate@boynecity.com
If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
If the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? <input type="radio"/> Yes <input type="radio"/> No	
I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.	
Signature of Reviewing Officer _____ Date _____	

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:	
Address of church or school:	
City:	Zip Code:
Phone number:	Email:
Name of clergy member or superintendent:	
I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.	
Signature of Clergy Member or Superintendent _____ Date _____	

**Please note: the Commission has the sole and only right to approve or deny this request for a Special License.*

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:	Business ID Number:
Type of license held at this location (e.g. Class C, Club, Tavern, etc.):	
Phone number:	Email:
Name of authorized signer for licensee:	
I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.	
Signature of Authorized Signer for Licensee _____ Date _____	

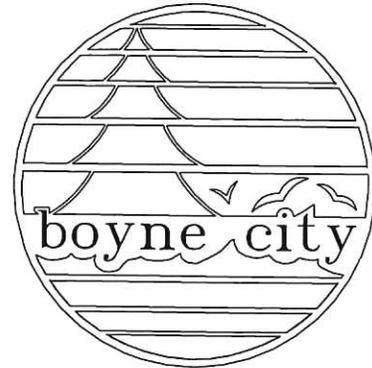
CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*

From: Cindy Grice, City Clerk/Treasurer *cg*

Date: January 9, 2020

Subject: Board of Review Member
Appointment



Board of Review member Bob Carlile's term expires January 31, 2020. At the December 2019 correction meeting the board approved a recommendation that the City Commission reappoint Bob Carlile to the board. Therefore, I am recommending that the City Commission reappoint Bob Carlile to the Board of Review for a three year term, expiring January 31, 2023.



CITY OF BOYNE CITY

MEMO

To: Michael Cain, City Manager 
From: Barb Brooks, Executive Assistant 
Date: January 10, 2020
Subject: Parks and Recreation Board Member Re-Appointments

At the Thursday, January 9, 2020 meeting of the Parks and Recreation Board, it was unanimously voted to recommend the City Commission reappoint both Hugh Conklin and Greg each to a four year term expiring December 31, 2023. Conklin serves on the board as a liaison between the City Commission and Vadnais who was the appointed initially to fill the remainder of a retiring board members term, expressed willingness and interest in continuing to serve.

Motion: Sterling moved, Smith seconded, PASSED UNANIMOUSLY to recommend the reappointment of Hugh Conklin and Greg Vadnais



CITY OF BOYNE CITY

MEMO

To: Michael Cain, City Manager 
From: Barb Brooks, Executive Assistant 
Date: January 10, 2020
Subject: Parks and Recreation Board Member Resignation - Appointment

At the Thursday, January 9, 2020 meeting of the Parks and Recreation Board, it was unanimously voted to accept the resignation of Gow Litzenburger. Gow has indicated that his winter travels are extended longer into the fall and spring and would not be able to attend the majority of the board meetings.

Subsequently at the same meeting the board unanimously recommended the appointment of Heather Huffstutler to fill the vacancy left by Gow Litzenburger for the remainder of a term expiring December 31, 2020. Heather has experience in recreation and land conservation.

Motion: Conklin moved, Sterling seconded, PASSED UNANIMOUSLY to accept the resignation of Gow Litzenburger

Motion: Conklin moved, Weick seconded, PASSED UNANIMOUSLY to recommend the appointment of Heather Huffstutler to the Parks and Recreation board to fill the remaining term of Gow Litzenburger, expiring December 31, 2020

City of Boyne City**MEMO**

Date: January 10, 2020

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager 

Subject: Water/Wastewater Superintendent and DPW Director MERS Vesting Periods

After we addressed this issue recently with our Main Street Executive Director we discovered that the same paperwork was required in order to execute similar agreements we made at the hirings of our Water/Wastewater Superintendent Mark Fowler and Director of Public Works Tim Faas. Part of the terms agreed to for these hirings was the creation of a 4-year vesting period for the defined contribution pension program associated with that position. Actually, this change was first made for Mark and then followed for Kelsie and Tim. Attached is the paperwork from MERS required to implement that provision.

Like before, there is no additional cost for this provision and the required funds have been provided to MERS since these hirings. It does allow Mark and Tim to keep the retirement funding after being with the City for four years.

RECOMMENDATION: That the City Commission approve the creation of the 4-year retirement vesting period for the Water/Wastewater Superintendent's and Director of Public Works positions and authorize the City Manager and City Clerk to execute the required documents.

OPTIONS:

- Deny the request.
- Other action as determined as appropriate by the City Commission.

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name City of Boyne City Municipality #: 1506

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of , 20 .

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # and/or current Hybrid division #

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see [Plan Document](#), Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: / /

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (existing division number), the effective date shall be the first day of , 20 .

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees** from an existing Defined Contribution division (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Water/Wastewater Superintendent hired on/after xx/xx/20xx

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. **Vesting** (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
____ % after 1 year of service
____ % after 2 years of service
____ % after 3 years of service (min 25%)
____ % after 4 years of service (min 50%)
____ % after 5 years of service (min 75%)
____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which ____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) _____

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions**

a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):

- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____

b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:

- Employees are required to contribute per payroll period, the percentage ____% OR flat dollar amount \$_____
- Employees are required to contribute within the following range for each payroll:
Percentage range from ____% to ____% OR
dollar amount range \$_____ to \$_____

Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or ⁸ _____% of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election as outlined in the *Matching Employer Contribution Addendum (MD-073)*.

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. **Compensation**

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Base wages, to which any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: _____

Other 2: _____

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by _____ on
the ____ day of _____, 20___.
(Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20___. Signature: _____
(Authorized MERS Signatory)

MERS Defined Contribution Plan Adoption Agreement



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www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name City of Boyne City Municipality #: 1506

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of , 20 .

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # and/or current Hybrid division #

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see [Plan Document](#), Section 64 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: / /

Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (existing division number), the effective date shall be the first day of , 20 .

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees** from an existing Defined Contribution division (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

Director of Public Works hired on/after xx/xx/20xx

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

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1. **Vesting** (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
_____ % after 1 year of service
_____ % after 2 years of service
_____ % after 3 years of service (min 25%)
_____ % after 4 years of service (min 50%)
_____ % after 5 years of service (min 75%)
_____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

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If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions**

a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):

- Weekly
- Bi-Weekly (every other week)
- Semi-Monthly (twice each month)
- Monthly
- Other (must specify) _____

b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:

- Employees are required to contribute per payroll period, the percentage _____% OR flat dollar amount \$_____
- Employees are required to contribute within the following range for each payroll:
Percentage range from _____% to _____% OR
dollar amount range \$_____ to \$_____

Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or ⁸ _____% of compensation per employee for each payroll period.

Matching Contributions

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All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Base wages, to which any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: _____

Other 2: _____

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by _____ on
the ____ day of _____, 20___.
(Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20___. Signature: _____
(Authorized MERS Signatory)

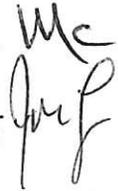
Memo

TO: Michael Cain, City Manager

FROM: John M Lamont, EMS Director

Date: January 9, 2020

RE: Patient Billing Contract with MHR (Mobile Health Response)

Handwritten signatures of Michael Cain and John M. Lamont. The signature for Michael Cain is written above the signature for John M. Lamont.

Attached is a renewal contract for our patient billing provider. MHR has provided this services for several years for the City. Their administrative office is out of Lansing. They provide our electronic software for patient reporting, coding for electronic third party payers, and handle reimbursement appeals.

This agreement solidifies their services and charges. There is no current change proposed for billable call cost.

Per billable patient call account is \$22.00, annualized \$18,950.

Recommendation:

It is my recommendation to continue their services and ask City Council to authorize signing of the agreement by the City Manager.

SPECIFIC SERVICES AND
FOR
BILLING AND COLLECTION SERVICES AGREEMENT

*John
Lamont
Stan*

This Addendum pertains to the Billing and Collection Services Agreement between Customer and MHR Billing Services, LLC (the "Agreement"). Capitalized terms used herein shall have the same meanings as in the Agreement unless otherwise stated herein. This Addendum shall be subject to the specific terms and conditions of the Agreement. In all cases where there is a conflict between the terms of this Addendum and the Agreement, the terms of the Agreement shall control.

A. CUSTOMER INFORMATION:

- 1. Customer Name: Boyne City EMS
Customer Contact: John Lamont Telephone: 231-582-9535
- 2. Mailing and office address of customer for purposes of deliveries, notices and other communications:
319 N. Lake St.
Boyne City, MI 49712
- 3. Effective Date for commencement of billing and collection services (aka revenue optimization services) under the Agreement: 12-01-2019
- 4. The term of the contract will be for a period of 3 year(s).

B. SERVICES

- 1. The following services are to be performed by the Company:
 - (a) Process Customer's Billing Information and bill all Payers for which Customer has provided the necessary indication of coverage, eligibility and, if applicable prior authorization.
 - (b) Provide coding services, using Billing Information and any other documentation requested by the Company, in accordance with Company's policies and procedures.
 - (c) For amounts due from patients or their responsible parties, prepare and send the, Bills to such persons and terminate notices to patients after 120 days if there is no response, subject to submission of the bill to a collection agency if provided for herein.
 - (d) Bill insurance companies and other entities and persons that are responsible for payment under applicable coordination of benefits and subrogation rules.
 - (e) Handle appeals of full or partial denials of payment (short of hearing or suit), and

re-submit pending bills one time, subject to and with Customer's full cooperation.

- (f) When Company has general billing responsibility hereunder, send bills to Payers electronically in all cases where Company has electronic bill submission capability, the Payer will accept such submission and both the Payer and Company have compatible computer facilities, otherwise manually.
 - (g) Bill according to the following cycle (subject to all necessary information being received from the Customer): weekly, with initial bill sent within 72 hours of charge entry into system.
 - (h) Follow designated billing cycle of initial, second billing at 30 days and final bill at 60 days.
 - (i) Remit collections to Customer at Customer's address or lock box.
 - (j) Prepare and deliver to Customer the following reports: Charge Detail Report, Credit Type Summary Report, Credit Summary Report, Charge Type Report, Credit Type Report and Charge Type Summary Report.
2. Customer shall keep Company promptly updated as to the list of Payers as to which Customer does not accept assignment.
2. Company has developed or will develop policies and procedures that will apply to some or all of the foregoing and other aspects of its operations. The terms of this Addendum will control in the event of any conflict with such policies and procedures.

C. RATES

The rates payable for the Company's services are as follows: \$ 22.00 per billable call (i.e. a call that the client wants billed).

Customer and Company accepts all of the forgoing as a part of the Agreement, and acknowledges receipt of a fully completed and signed copy, of this Addendum.

COMPANY:
MHR BILLING SERVICES, LLC

By _____

Its: _____

CUSTOMER:

By _____

Its: _____

Date: _____

BILLING AND COLLECTION SERVICES AGREEMENT

MHR BILLING SERVICES, LLC

This Billing and Collection Services Agreement (the "Agreement") is entered into between MHR Billing Services, LLC, ("**Company**") and the customer identified on the signature page ("**Customer**").

WHEREAS, Company is in the business of providing billing and collection services for its customers; and

WHEREAS, Customer desires to obtain Company's services and has executed the Specific Services and Rates Addendum ("**Addendum**"), which is attached to this Agreement and incorporated herein by reference, stating the service options selected by Customer and the rates payable for the same under this Agreement; and

THEREFORE, the parties agree as follows:

1. Company's Services. In consideration of the rates to be paid and the other performance of this Agreement by Customer, Company agrees to provide the following services to Customer:

(a) Receive Customer's information ("**Billing Information**"), including:

- i. Patient's name, date of birth, social security number, residential address and other identifying information;
- ii. Name and address of the patient's employer, insurance carrier, governmental unit or other entity responsible for payment ,(e.g. Medicare, Medicaid, insurance company, managed care company, or hospital) (each a "**Payer**" and collectively "**Payers**"), with contract and group numbers of the Payers;
- iii. Specific services provided by Customer, date of service, prior authorization number or other verification of request or authorization for the service, as applicable, and origination and destination sites for patient transportation;
- iv. Any medical records and other documentation necessary and/or requested by Company to establish Customer's right to payment of the bill;
- v. Courtesy and other discounts and adjustments applicable to the patient or service, in accordance with Customer's arrangements with the patient and/or the Payer (which shall not include routine waiver of copayments); and
- vi. Any other information needed for billing purposes.

(b) Using Customer's Billing Information, process Customer's bills in a format acceptable to the Payer, transmit the bills to the Payer either electronically or manually, as stated in the Addendum, submit with the bill any further documentation and information required or requested by the Payer and provided by Customer, all of the forgoing to be done on the billing cycle stated in the Addendum.

- (c) Receive and notify Customer of notices from Payers requesting further information or denying a claim; assist Customer to respond to such notices (including by forwarding information received from Customer); and respond to Customer inquiries regarding the status of any claim.
- (d) Receive and notify Customer of receipt of Payers' final action on Customer's claims.
- (e) Receive and deliver Payers' payments to Customer via lock box or as otherwise stated in the Addendum, without intermingling the funds with any funds of Company.
- (f) Provide Customer with information received from Payers relating to overpayments, credit balances and any other claims of the Payers against Customer.
- (g) Bill the patient or his or her responsible party for any portion of a bill for which the patient or such party is personally responsible, including notifying patients in writing of co-payments and other amounts due, sending follow-up letters for past-due payments, in accordance with Company's policies and procedures and subject to any specific requirements in the Addendum.
- (h) Submit delinquent patient bills to a collection agency selected by Customer ("**Collection Agency**") for collection in accordance with Company's policies and procedures, and report to Customer any amounts deemed uncollectible by the Collection Agency. The Collection Agency shall agree to pursue collection activities with discretion and in accordance with applicable law and to use regular and nondiscriminatory methods and standards for its collection activities. The Collection Agency shall be entitled to deduct its charges and costs from the amounts collected, remit the balance to Customer and report its actions and results to both Customer and Company. Any non-contingent charges by the agency shall be the responsibility of Customer only to the extent that Customer has agreed to the same in advance and in writing.
- (i) Refer patients to Customer for answers to questions about services, coverage and bills.
- (j) Comply with all applicable laws, rules and regulations, as well as published policies and contract requirements of each Payer, as applicable to the processing and submission of claims by a billing company and in accordance with Company's reasonable understanding of the same.
- (k) Provide Customer with written statements and updates of Company's policies and procedures.
- (l) Provide Customer with reports in accordance with Company's policies and procedures, subject to any specific requirements stated in the Addendum.
- (m) Indemnify Customer in an amount equal to and arising out of any civil monetary fines and penalties that may be assessed by a Payer against Customer according to law, to the extent that such liability is caused directly and exclusively by Company

through any action, omission or negligence in the performance or purported performance by Company of its billing and collection services hereunder, if there has been no contributing action, omission or negligence on the part of Customer or any other person or entity. Company agrees to maintain in force throughout the term of this Agreement and for a period of at least three years thereafter a policy of insurance with a carrier reasonably acceptable to Company, insuring for errors, omissions and negligence in its services to customers, with deductible amount not exceeding \$50,000 and payment limits of at least one million dollars per occurrence and at least three million dollars in the aggregate. Except in the case of an intentional or willful act or omission with intent to cause damages to Customer or an act or omission done with reckless disregard for such consequences, Company's liability to Customer under this section or for any loss incurred by Customer for errors, omissions or negligence shall not in any event exceed the amount payable by its insurance carrier under such policy and a claim for damages in such amount shall be Customer's sole remedy against Company. Company shall at Customer's request from time to time provide evidence of such coverage.

2. Customer's Responsibilities. Customer agrees to:
- (a) Provide accurate and timely Billing Information to Company, assure that such information is provided only for patients who are beneficiaries of the Payer to be billed and are on the date of the service eligible to receive the specific services rendered, and provide Company with all information required for purposes of compliance with the Payers' requirements pertaining to copayment, deductibles and maximum payment responsibility of the patient.
 - (b) Promptly obtain and provide to Company:
 - (i) Physician certifications statements of medical necessity whenever necessary to bill for the service;
 - (ii) In all cases, a signature from the receiving facility;
 - (iii) Patient signatures whenever the patient's condition permits, and if not possible, the signature of a family member; and
 - (iv) A copy of each EOB received by the Customer for a service billed by the Company.
- The Customer acknowledges that the failure to timely provide any of the above information will cause a corresponding delay in the processing of the claim.
- (c) Provide Company with information necessary for compliance with Payer's policies and procedures on coordination of benefits and subrogation, if such billing service is selected by Customer.
 - (d) Cooperate with Company's policies and procedures.
 - (e) Maintain and provide to Company full and accurate medical records, patients' authorizations and assignments and other information and documents as may be

needed or requested by Company to establish Customer's right to payment of the bill.

- (f) Maintain full and exclusive responsibility for compliance with the laws, regulations, policies and contract requirements of each Payer pertaining to all matters that are not within the direct control of Company, with Customer's obligation to include but not be limited to avoiding fraud and abuse, offering and receipt of unlawful remuneration, and false billing.
- (g) Maintain a system of regular oversight, education and auditing to avoid non-compliance with Payers' laws, regulations, policies and contract requirements, and coordinate the operation of such system with any similar system adopted by Company to maintain such compliance for its billing and collection procedures.
- (h) Provide Company with accurate and timely notice Customer's participation status with each Payer, including Customer's acceptance of assignments, any changes in such status and acceptance, and any other information in Customer's position that may be necessary to avoid improper, duplicate or erroneous bills.
- (i) Provide Company with accurate and timely notice of the amount and date of all payments received directly from Payers and patients, and such further information as may be necessary to provide the proper credits.
- (j) Provide Company with accurate and timely information necessary to assign accurate billing codes in bills to be submitted, if the Addendum includes coding services.
- (k) Pay and have exclusive responsibility for payment of any overpayments or credit balances due, and any interest thereon, to any Payer or patient.
- (l) Except to the extent of Company's responsibility for indemnification and holding harmless as expressly stated above, retain full and exclusive responsibility to pay any fines, penalties and other assessments of Payers in connection with bills submitted by Company and the activities of Customer.
- (m) Be responsible for responding to all appeals of Payers' denials of payment, any investigations and other actions relating to the bills, and any patient complaints and grievances.
- (n) Indemnify Company from and hold harmless against all costs, damages and expenses that may be incurred by Company due to or arising out of the action, omission or negligence of Customer in the performance or purported performance of Customer's obligations to Company under this Agreement. Customer agrees to maintain in force throughout the term of this Agreement and for at least three years thereafter a policy of insurance for its business with a carrier and a deductible amount not exceeding \$50,000, insuring for errors, omissions and negligence by Customer in the conduct of its business, with payment limits of at least one million dollars per occurrence and at least three million dollars in the aggregate. Customer shall at Company's request from time to time provide evidence of such coverage. This section shall survive termination of this Agreement. In the event that Customer fails to maintain such insurance in effect during or after the term of this

agreement, Company shall have the right to procure the same at Customer's request.

- (o) Pay Company for its services at the rates indicated in the Addendum, in accordance with Company's monthly invoices stating the services provided and amounts due. Payment of all invoices shall be due within 20 days after the date of the invoice. All sums due and unpaid longer than 20 days from the invoice date shall bear interest at the rate of 1.5% per month. These rates shall be fixed for the initial term of the Agreement but may be increased once during any renewal term upon ninety (90) days advance written notice (subject to the termination right described in Section 8(f) below).
- (p) If Customer authorizes Company in writing (including by email) to set up installment payments with any patient who received services under this Agreement, upon termination of this Agreement, (i) Company shall cease billing for the unpaid amount and (ii) Customer shall promptly pay to Company the remaining fees that Company would have earned on the unpaid amounts.

3. Payer Participation. To assist Company in its billing and collection services relating to any special contracts with Payers, i.e., contracts specially negotiated between Customer and the Payers or of such a unique nature that Company would not ordinarily have access to or knowledge of the same, Customer shall provide Company with copies of all such contracts and of any changes in the terms of the same.

4. Company's Computer System and Data. The computer software system used by Company for management information, reporting, billing and collection activities, including any modification of commercially available or customized application software created by others for Company or purchased, licensed or leased by Company from others for such purposes, and all data and information contained in any form therein, excepting only such data and information as shall originate solely from Customer (the "System"), is and shall remain, as between the parties hereto, the exclusive proprietary property of Company except to the limited extent that any part of the System is made available to the public at large by Company or its software vendor. Customer agrees not to make any claim of ownership of the System or of any modifications of the System, whether such modifications are made for the purpose of Company's provision of services to Customer or otherwise. Customer further agrees not to gain access to the System except to provide information to Company as required by the terms of this Agreement or as expressly permitted in writing by Company, and not to copy, use or make any part of the System available to others. All reports provided by the Company to Customer shall be printed or otherwise delivered without access by the Customer to the System, and may be used and distributed by Customer without restriction. Customer agrees to inform its staff of the property rights, prohibitions and limitations stated in this section, to supervise its staff in such manner as to prevent any breach of this section, and to take such other reasonable actions as may reasonably be required to maintain the integrity of the System in accordance herewith, including but not limited to regular screening to detect and prevent any computer software viruses or other corrupting programs from entering the System through Customer's access to the System.

5. Confidentiality of Patient Information. The confidentiality of all medical records and other medical information and claims of Customer's patients shall be maintained by both parties in accordance with federal and state laws and regulations. No such information or data shall be released by either party in such manner as will identify the patient. Nothing herein shall prohibit or restrict either party from releasing any patient information to Payers, governmental

agencies or others with a need to have the information in connection with the adjudication and payment of claims or in accordance with the regulatory powers of the agencies. Customer agrees to maintain in its records written consent of each patient to release the patient's medical and other personal information in connection with bills, payments, grievances and appeals concerning Customer's services and charges, and shall provide Company with copies of or the right to inspect the same at its request. The Term and Conditions of the Business Associate Addendum between the parties is included herein by reference.

6. Confidentiality of Parties' Business Information. Each party shall respect and protect the confidentiality of the other party's confidential business information, including but not limited to the identity of its customers, contracts with Payers, unique methods and styles of doing business, employment practices, rate schedules and charges for its services. Company's confidential business information shall include the terms and rates in this Agreement. Neither party shall use the confidential information of the other party for its own business purposes or advantage, nor disclose the same to others without the written consent of the other party or as required by law. Company's confidential business information shall include the rates and terms of this Agreement, including the Addendum.

7. Intellectual Property. The trade names, logos, and other unique means used by the respective parties to identify themselves to the public, shall be and remain the exclusive property of the respective parties and neither shall use the same in its marketing or other materials except as permitted in writing by the other party. The combination of the letters "MHR" alone or in connection with "Billing Services" and when used in connection with mobile health services or networks and/or the billing for mobile health services are, as between the parties hereto, the exclusive property of Company and its parent, Mobile Health Resources, L.L. C., and are within the forgoing restriction upon the copying and use of such property by Customer.

8. Term and Termination. The term of this Agreement shall commence on the Effective Date stated in the Addendum, and shall continue for the term stated in the Addendum. The foregoing notwithstanding:

- (a) Either party may terminate this Agreement without cause upon at least 180 days advance written notice to the other party.
- (b) If Customer terminates this Agreement without cause, as defined below, with an effective date of termination sooner than one year after the Effective Date, it shall pay Company the Early Termination Charge stated in the Addendum, to compensate Company for its set-up and other costs.
- (c) Company may terminate this Agreement upon at least 10 days advance written notice to Customer if Customer is more than 30 days' delinquent in payment of Company's invoice for its services, or if Customer is more than 10 days but less than 30 days' delinquent on three or more occasions. If the effective date of Company's termination is during the first year after the Effective Date, Customer shall pay Company the Early Termination Charge, in addition to all other sums due.
- (d) Either party may terminate this Agreement for cause, which is defined for purposes of this Agreement to be only the following:

- i. A material breach of this Agreement by the other party, 10 days or more prevention of performance by force majeure or persistent pattern of breaches of this Agreement by the other party after written warnings by the notifying party;
 - ii. A good faith determination by the terminating party, with advice of counsel, that this Agreement or its continuation is contrary to law or that there is a substantial likelihood of its being so determined by a court, governmental agency or public official with proper jurisdiction, and that the cause for such determination cannot be remedied by a modification of this Agreement in a manner to which the parties can agree in the exercise of reasonable efforts in good faith;
 - iii. The bankruptcy, receivership or finding by a court of insolvency of a party if the action is not terminated or vacated in favor of the subject party within 30 days;
 - iv. Involuntary suspension, exclusion or termination of Customer from participation in any government health benefit program; and
 - v. Conviction of the other party or its plea of no contest for a crime, or assessment against the other party by a governmental unit or enforcement agency of civil fines or penalties, if the terminating party determines in its sole discretion that termination of this Agreement is either required by law or necessary for the protection of the business and reputation of the terminating party.
- (e) Termination by a party for cause shall be upon at least 10 days advance written notice stating in reasonable detail the particular cause relied upon. In the case of a claim of material breach of this Agreement, if cure is possible, the notifying party shall first give the other party at least 20 days to cure the breach to the reasonable satisfaction of the notifying party, with the effective date of termination to be at least 10 days after the passing of the cure period without cure of the breach.
- (f) Customer may terminate this Agreement anytime within thirty (30) days of receipt by Customer of written notice from Company of a rate increase proposed for or during a renewal term.
9. Responsibilities on Expiration or Termination. Not later than 30 days after the effective date of termination (including expiration) of this Agreement (being the “**Final Date**”):
- (a) Company shall prepare and deliver its final reports and an invoice for its activities through the Final Date.
 - (b) Company shall forward to Customer or a successor named by Customer all communications received from Payers and patients and notify all affected Payers, collection agencies to which collection cases have been referred and any patients involved in current billing matters initiated by Company of the discontinuation of the relationship of the parties and of the Final Date.
 - (c) Customer shall assume all responsibilities for billing and collections for its services on and after the Final Date, including all collection cases that have been referred to

collection agencies and relationships with any collection agencies with which Customer wishes to have direct contracts.

- (d) Customer shall pay Company all sums due in accordance with Company's final invoice.

10. Management. Independent Contractors. Each party is responsible only for its own business. Nothing in this Agreement is intended or shall be construed to impose any obligations upon either party to manage or supervise the business of the other. Each party is an independent contractor with respect to the other and not the agent or representative of the other, with the sole exception that Company is the agent of Customer solely for the purposes of the billing and collection services specifically stated herein.

11. Binding Effect. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and permitted assigns.

12. Counterparts and Facsimiles. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which, when taken together, shall be deemed to constitute one and the same agreement or document. The electronic transmission by facsimile, email or other electronic means, of an original of this document bearing the signature of the sending party or its representative, from the sending party to another party hereto, shall be deemed to be the delivery of an original of this document executed by the sending party to the party to whom the transmission is sent.

13. Applicable Law. This Agreement is made and executed in the State of Michigan, and shall be governed in its interpretation, enforcement and remedies by the laws of said State.

14. Severability. In the event that any part or provision of this Agreement is determined by a court of competent jurisdiction to be void or unenforceable to any extent, such part or provision shall be deemed severable herefrom and shall be enforced to the fullest extent allowable, and the remainder hereof shall be fully enforced.

15. Waiver. No extension of time or waiver by a party hereto with respect to a particular event or obligation shall be deemed to continue or to apply to any future event or obligation, nor shall such waiver or extension be deemed to modify the terms of this Agreement in any respect. No failure on the part of either party to insist upon strict or prompt performance shall be deemed to be a waiver of the right to demand such performance at any time, nor of the right to demand strict performance with respect to any future event or obligation, unless such waiver is contained in a written modification agreement, executed by the party against whom enforcement thereof is sought.

16. Notices. All notices and other communications required or permitted by this Agreement shall be in writing and will be effective, and any applicable time period shall commence, when (a) delivered to the following address by hand or by a nationally recognized overnight courier service (costs prepaid) addressed to the following address or (b) transmitted electronically to the following facsimile numbers (with confirmation of transmission) or e-mail addresses, in each case marked to the attention of the person (by name or title) designated below (or to such other address, facsimile number, e-mail address, or Person as a party may designate by notice to the other parties):

COMPANY:

MHR Billing Services, LLC
Attention Director of Operations
P.O. Box 13247, Lansing, MI 48901
Fax No.: 517-318-1588
E-mail address: ccleary@mhr.com

with a copy to

Fax No.:
E-mail address:

and

CUSTOMER:

Fax No.:
E-mail address:

with a copy to:

Fax No.:
E-mail address:

Either party may change its address, facsimile number or email address for purposes of this section by notice to the other party as stated above.

17. Titles and Subtitles. The titles and any subtitles used in this Agreement are for convenience only and are not to be considered in construing or interpreting any term or provision of this Agreement.

18. Resolution of Disputes. Any and all controversies or claims arising out of or relating to the Agreement (except as otherwise provided in Section 20 below) or breach hereof, shall be settled by arbitration in the City of Kalamazoo, State of Michigan. The party who first submits a request for arbitration shall have the right to choose and notify the other of its choice of the arbitration service to be used for the matter that is the subject of the request, and for all counterclaims of the other party, which choice shall be limited to:

The American Arbitration Association (“**Association**”), in which case the matter shall be governed by the Commercial Arbitration Rules of the Association. Unless the parties agree otherwise, any hearings, meetings or similar procedures shall be conducted in the offices of the Association in Southfield, Michigan.

The National Health Lawyers Association Alternative Dispute Resolution Service (“Service”), in which case the matter shall be governed by the Rules of Procedure for Arbitration, of the Service. Unless the parties agree otherwise, any hearings, meetings or similar procedures shall be conducted in Oakland County, Michigan at a place designated by the arbitrator.

The arbitrator, or the arbitrators if there are more than one, shall submit the decision to the parties in writing, stating the findings of fact and conclusions of law upon which the decision is based.

Unless the parties agree otherwise, the arbitrator or arbitrators shall set their compensation, within any applicable rules of the Association or Service, and the parties shall bear equally the assessments of the Association or Service and the fees and costs of the arbitrator or arbitrators. The non-prevailing party shall pay all costs and a reasonable attorney fees incurred by the prevailing party relating to the dispute and arbitration.

This agreement to arbitrate shall be specifically enforceable under the arbitration laws of the State of Michigan. The decision of the arbitrator or arbitrators shall be final and binding on the parties, and judgment, including specific enforcement of the decision, may be entered upon the decision in any court of proper jurisdiction, the forum designation set forth in this Agreement notwithstanding.

The pendency of arbitration shall not extend the term of this Agreement or affect any termination provided for hereunder.

19. Further Action. Each of the parties hereto shall use such party’s best efforts to take such actions and to execute and deliver such documents and instruments as may be necessary or reasonably requested by the other party or parties hereto to carry out and consummate the transactions contemplated by this Agreement.

20. Enforcement by Injunction. It is acknowledged and agreed by the parties hereto that in the event of a breach of the provisions set forth in sections 4 through 7 hereof the damages caused thereby would be inherently difficult to determine with a reasonable degree of certainty, and would be irreparable. Therefore, the parties agree and consent that in the event of such breach said provisions may be enforced by preliminary and permanent injunction by a court of competent jurisdiction for the purpose of preventing the continuation of such breach and restoring the status quo existing prior to the commencement of such breach, in addition to any other legal and equitable remedies.

21. Assignments. No rights or interests in or arising out of this Agreement may be assigned by any party hereto without the advance written consent of all other parties hereto, and any attempted assignment without such consent shall be void.

22. Disclaimer of Third-Party Rights. Except as stated in section 11, this Agreement is intended solely for the mutual benefit of the parties hereto, and there is no intention, express or otherwise, to create any rights or interests for any person or entity other than the said parties.

23. Access to Books and Records. Until the expiration of four years after the furnishing of services provided under this contract, Company will make available to the Secretary, U.S. Department of Health and Human service, and the U.S. Comptroller General, and their representatives, this contract and all books, documents, and records necessary to certify the

nature and extent of the costs of those services. If Company carries out the duties of the contract through a subcontract worth \$10,000 or more over a 12-month period with a related organization, the subcontract will also contain an access clause to permit access by the Secretary, Comptroller General, and their representatives to the related organization's books and records.

24. Authority. Each of the persons who on behalf of a party hereto executes and delivers this Agreement and the documents and instruments to be executed and delivered by such party represents to the other party that he or she has full legal power and authority to so act.

25. Force Majeure. Neither party shall be liable to the other or be deemed to be in breach of this Agreement for any delay or failure in performance resulting directly or indirectly from acts of God, civil or military authority, acts of a public enemy, war, riot, civil disturbances, strikes, lockouts, inability to procure materials, accidents, fires, explosions, utility or telecommunication failures, computer failures, transportation failures, natural disasters, earthquakes, floods, or any similar or dissimilar causes beyond the reasonable control of either party which could not have been prevented through reasonable precautions. Performance dates and times shall be automatically extended to the extent that either party is prevented from performing by such causes, subject to termination rights after 10 days; provided, however, that each party shall use its best efforts to notify the other of the nature and extent of such causes and shall use its best efforts to continue performance hereunder with the utmost dispatch notwithstanding such causes.

26. Entire Agreement. This Agreement constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof, to the exclusion of all prior and contemporaneous communications of every kind, written and oral. No modification hereof may be made except by a written document executed by the party against whom such modification is sought to be enforced.

COMPANY:
MHR BILLING SERVICES, LLC

By _____

Its: _____

Date: _____

CUSTOMER:

By _____

Its: _____

Date: _____

BETTER TOGETHER

It's the sweet and simple recipe to Boyne's renowned success.
It's how this ordinary little town has done extraordinary big things.

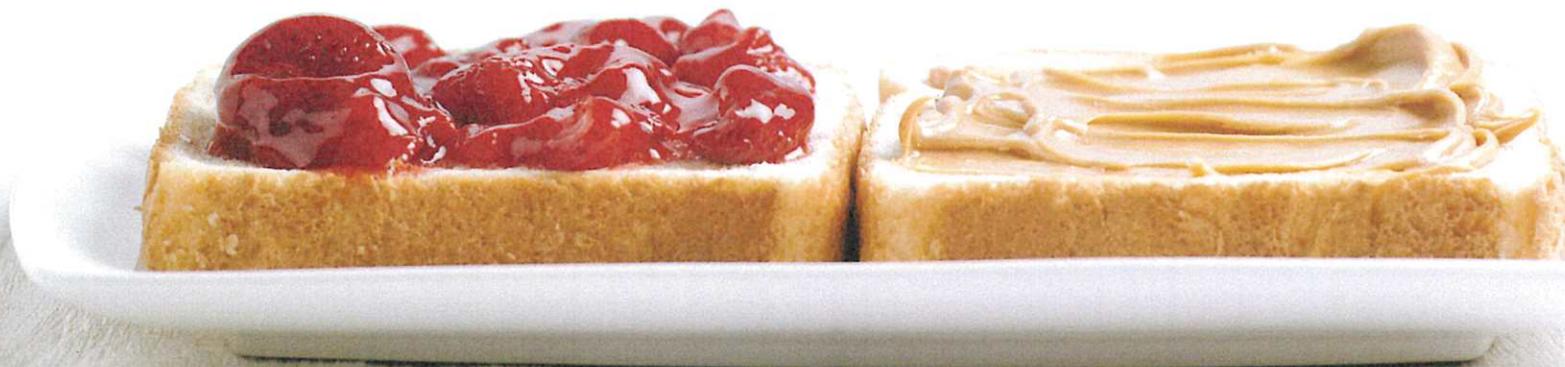
**Spread the love and bring a friend to join the greatest
community combo in Michigan!**

PLEASE JOIN US IN A CELEBRATION

Volunteer Jambo!

**February 5th, 4-7 pm
Pine Lake Lodge**

Appetizers and soft drinks, cash bar



Approved: _____

**Meeting Of
December 3, 2019**

Record of the proceedings of the Boyne City Zoning Board of Appeals meeting held at Boyne City Hall, 319 N. Lake Street, on Tuesday, December 3, 2019 at 5:00 p.m.

Call To Order

Chair Kubesh called the meeting to order at 5:01 p.m.

Roll Call

Present: Bob Carlile, Pat Kubesh, Roger Reynolds and Monica Ross
Absent: John McClorey

Excused Absences

ZBA 2019-12-3-1
Kubesh moved, Carlile seconded, PASSED UNANIMOUSLY, a motion to approve the absence of McClorey

Meeting Attendance

City Officials/Staff: Assistant Planning and Zoning Administrator Patrick Kilkenny and Recording Secretary Pat Haver
Public Present: None

**Approval of the Minutes
MOTION**

ZBA 2019-12-3-2
Reynolds moved, Carlile seconded, PASSED UNANIMOUSLY, a motion to approve the October 1, 2019 meeting minutes as presented.

**Hearing Citizens Present
Correspondence(s)**

None

New Business

**Variance Request
419 E. Lincoln St.
David & Marcella Hill**

Assist Zoning Administrator Patrick Kilkenny reviewed his staff report that was included in the agenda packet along with previous meeting discussions on the application. The matter before you tonight is a continuation of the variance request by Marcella Hill from 419 E. Lincoln Street. Previously the board asked for additional information from the applicant in the form of a property survey or evidence of the corner stakes from a neighboring property that was surveyed after the alley was vacated; or consider the possibility of a lot reconfiguration with the neighboring property that they also own adjacent to the vacated alley at 409 E. Lincoln St. After several conversations between staff and the applicant, no additional information was provided for the board's consideration. Without the applicant in attendance at the meeting, the board has no additional information in order to make any sort of determination. They proceeded with the Findings of Fact, Section 24.80 Non use Variances

GENERAL FINDINGS OF FACT

1. The property is owned by David & Marcella Hill.
2. The property identification number is 15-051-368-335-00.
3. The property is in the Traditional Residential District (TRD).
4. Access to the property is provided by E. Lincoln St. which is a public road that bounds the south side of the parcel.
5. The adjacent properties to the north, south, east and west are zoned TRD.
6. David & Marcella Hill own the property adjacent to the subject property at 409 E. Lincoln St.
7. The property is not irregularly shaped.

8. The topography of the property is gradually sloping from south to north on most of the property, then steeper on the far northern portion.
9. The property is approximately 11,434 sq. ft. in size.
10. The minimum lot area in the TRD is 5,445 sq. ft.

FINDINGS OF FACT UNDER SECTION 24.80. – NON-USE VARIANCES

In hearing and deciding appeals for variances, the Board shall adhere to the following criteria in determining whether or not practical difficulties and/or unnecessary hardships exist:

1. Requiring the owner to comply with the regulations governing area, setbacks, frontage, height, bulk, density or other non-use requirements would unreasonably prevent the owner from using the property for a permitted purpose, or would render conformity with such regulations unnecessarily burdensome. *Negative continued use of the property as is; is not unnecessarily burdensome.*

Because the answer to question #1 was not in the affirmative, the board did not go through the remainder of the questions, as all 5 answers must be in the affirmative.

2. The variance granted is the smallest variance necessary to do substantial justice to the owner as well as to other property owners.
3. The variance can be granted in such a fashion that the spirit of the Ordinance will be observed and public safety and welfare secured.
4. The need for the variance is not self-created.
5. The need for the variance is due to unique circumstances of the property itself, and not due to general conditions in the area or to circumstances related to the owner personally or to others residing on the property.

With no further board discussion, **motion by Carlile, seconded by Kubesh** to recommend denying the request because of the inability of the board to take positive action due to the applicant not providing the requested additional information, and the result of the answers to the Finding of Facts, Section 24.80 Non Use Variance.

MOTION

2019-12-3-5A

Roll Call

Aye: Carlile, Kubesh, Reynolds and Ross

Nay: None

Abstain: None

Absent: McClorey

Vacancy: None

Motion Carries

Zoning Map Correction

Assist Zoning Administrator Patrick Kilkenny reviewed his report in the agenda packet. The Planning Commission, at their October 21, 2019 meeting, reviewed the possible mapping error and moved to recommend the matter to the Zoning Board of Appeals as to the correctness of the zoning district map adopted in 2001. Given the facts that the boundary lines drawn in 2001 for the zoning districts in the area of the subject parcels were not consistent with existing land use and previous zoning designations; the parcels were created and used for residential purposes prior to the adoption of the 2001 map; the parcels have been classified and taxed as residential parcels since created; the topography and access to the parcels make any commercial development economically and physically

impractical; it is clearly evident that the map erroneously included parcels 15-051-302-001-60 and 15-051-302-001-65 within the commercial/industrial district. Based on board discussion, the lack of documentation for the reasoning for the inclusion into the RC/IND District, and the recommendation of the Planning Commission, **motion by Ross, seconded by Kubesh**, to correct the zoning map inconsistencies for parcels 15-051-302-001-60 and 15-051-302-001-65 which were erroneously mapped into the RC/IND and change the designation to Rural Estate District, and consider low density residential.

2019-12-3-5B

Roll Call

Aye: Carlile, Kubesh, Reynolds and Ross

Nay: None

Absent: McClorey

Motion Carries

**Reports of Officers,
Boards and Standing
Committees**

None

None

Good of the Order

Announcements

The next meeting of the Boyne City Zoning Board of Appeals is scheduled for January 7, 2020 at 5:00 p.m.

**Adjournment
MOTION**

ZBA 2019-12-3-10

Carlile moved, Ross seconded, PASSED UNANIMOUSLY a motion to adjourn the Tuesday, December 3, 2019 Boyne City Zoning Board of Appeals meeting at 5:31 p.m.

Pat Kubesh, Chair

Pat Haver, Recording Secretary



Approved: _____

Meeting of December 5, 2019 MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, DECEMBER 5, 2019 at 8:30 AM CITY HALL, 319 NORTH LAKE STREET

Call to Order Chair Chris Bandy called the meeting to order at 8:30 a.m.

Roll Call Present: Jodie Adams, Chris Bandy, Michael Cain, Michelle Cortright, Patti Gabos, Patrick Little, Pat O'Brien and Rob Swartz

Absent: Becky Harris

Meeting Attendance City Staff: Main Street Director Kelsie King-Duff, Recording Secretary Jane Halstead, Main Street Assistant Ingrid Day

Public: None

Excused Absences MOTION Cortright moved, Cain seconded, PASSED UNANIMOUSLY to excuse Becky Harris.

Approval of Minutes MOTION Adams moved, Cortright seconded, to approve the November 7, 2019 minutes as presented.

Hearing Citizens Present None.

Correspondence Received and filed.

Committee Reports Organization Committee Minutes received and filed. The committee is working in conjunction with the Chamber on a volunteer recruitment event to be held in February. Discussion was held on the successor of Bob Alger on the Boyne Thunder committee. Jordan Peck is the new Farmer's Market Manager. A strategic planning session facilitated by Bob Thomas will be held on January 7th.

Promotions/Marketing Committee Minutes received and filed.

Earlier than the Bird was a success. The mugs were gone in 19 minutes. The log cabin building was decorated in a Santa theme and looks great. Harvest Fest was reviewed. It was decided to keep the layout.

Design Committee

Minutes received and filed. The committee continued discussion of the riverbank clean-up and boardwalk.

The Christmas lights downtown look good. All trees with access to electricity are lit.

Economic Vitality/Team Boyne

Minutes received and filed.

Jennifer Domanian of the McClaren Hospital Foundation was the guest speaker.

Farmers Market Committee

Minutes received and filed. The committee reviewed the results of the summer survey. Seventy four percent of respondents liked the new market layout.

Director's Report

Received and filed. The feedback on the Santa Parade was good.

Unfinished Business

None.

New Business

2020 Meeting Calendar

2020 Main Street Board Meeting Calendar

Consideration to approve the proposed dates for the 2020 board meetings. The proposed 2020 Main Street Board Meeting Calendar designates that the meeting be held the first Thursday of each month at 8:30 a.m. at City Hall, excluding the month of July.

MOTION

Cain moved, Cortright seconded, PASSED UNANIMOUSLY to approve the 2020 Main Street Board Meeting Calendar as presented.

Bike Path Plans

Bike Path Plans

Notice of the proposed non-motorized trail plan as reviewed by the City Commission, the Parks and Recreation Commission and the Planning Commission. Each commission will be addressing this topic at future meetings and input is encouraged.

Financial Report Review

The Financial Report was received and filed.

Good Of The Order

- Work on the Boyne Valley Trail continues with a June 12th target completion date.
- Charlevoix and Elk Rapids plan to extend their non-motorized trail way to connect with the Tart Trail in Traverse City.

- Mike Castiglione of Stiggs Brewery is working on obtaining a grant from Consumers Energy for a charging station for electric cars.
- The Pavilion project is moving along. The natural gas lines were installed this week. The construction of the structures on the East side should begin next week.
- Housing North which serves Charlevoix County is looking for a Housing Ready Program Director. They hope to have someone in place by February.
- The Santa Parade was a success.
- The annual Boyne City School Boosters Holiday Craft Show is this Saturday at the High School.

Adjournment
MOTION

Bandy moved, Cain seconded, PASSED UNANIMOUSLY to adjourn the December 5, 2019 meeting of the Boyne City Main Street Board at 9:10 a.m.

Jane Halstead, Recording Secretary



Approved:

**Meeting of
December 12, 2019**

RECORD OF THE PROCEEDINGS OF THE **REGULAR BOYNE CITY PARKS AND RECREATION COMMISSION MEETING** HELD AT 5:00 P.M. AT CITY HALL ON THURSDAY, NOVEMBER 14, 2019.

Call to Order

Meeting was called to order by Chair Mike Sheean at 5:00 p.m.

Roll Call

Present: Mike Sheean, Diane Sterling, Lisa Alexander Greg Vadnais, and Hugh Conklin

Meeting Attendance

Absent: Smith, Litzenburger and Weick

City Staff: DPW director Tim Faas and recording secretary Barb Brooks

Public Present: two

Excused Absences

****MOTION**

Alexander moved, Sterling seconded, PASSED UNANIMOUSLY to excuse the absence(s) of Smith, Litzenburger and Weick

Approval of Minutes

****MOTION**

Conklin moved, Alexander seconded, PASSED UNANIMOUSLY a motion approving the November 14, 2019 meeting minutes and the November 19, 2019 Joint Work Session minutes as presented

**Citizens Comments
(on non-agenda items)**

Michael Cortright reported that the groomer was experiencing some mechanical difficulties and had somebody coming to look at it. He will coordinate with staff on repairs.

Director's Report

Faas provided a written report.

Correspondence

Email from William Brady regarding the proposed non-motorized trail from West Michigan to Old City Park

**Reports of Officers,
Boards, and Standing
Committees**

Park Inspection Reports – A couple of trees down at Avalanche

User Groups – Preliminary discussion regarding lighting installation at the dog park. Park users are working with staff to obtain costs and discuss funding options.

Unfinished Business

**West Michigan / North
Lake St. Non-motorized
Trail Discussion**

The board discussed feedback they heard at and since the December 19th work session, including Mr. Brady's email. They viewed the map to see if there would be any benefit to routing the path down Bay St. Additional conversations should be had with homeowners along the route. The general consensus of the Segment 5 through the Open Space is that it should stay closer to the road and not go down by the lake. Faas will keep the board apprised of any upcoming meetings and additional input.

New Business

Draft Recreation Master Plan Discussion

The draft plan has been released for a 30 day public review and comment period. It can be viewed or downloaded on the City's website and a hard copy is available at the front desk. Board input should be sent to recording secretary Brooks for collection and forwarding to the consultant.

2020 County Millage Allocation Request

The County will begin accepting applications in January for the 2020 round of millage allocation funds. Michelle Cortright from Evangeline Township asked the board if they were interested in submitting a joint application with the township to construct a gravel parking lot and trail on the City's capped landfill property in the township for the new non-motorized trails that are being built on the adjacent property owned by the Walloon Lake Trust and Land Conservancy and will be extended on the City's property. The general consensus of the board was that this was a good idea as the adjacent School Forest Trail is already a popular destination with inadequate parking and will only get busier as the trail is expanded. Other ideas were additional benches along the non-motorized path on Division and Front Streets, making our current kayak launch ADA accessible and a solid surface walkway from the non-motorized trail on Division to the pavilion located on the Waterworks park property.

2020 Meeting Schedule
****MOTION**

Conklin moved, Vadnais seconded, PASSED UNANIMOUSLY a motion to continue to monthly meetings on the 2nd Thursday of the month at 5 p.m. with no meeting scheduled for July. May, June and August meetings could potentially be held in a park (weather permitting) and would be scheduled and announced at the prior month meeting.

Adjournment

The December 12, 2019 meeting of the Parks and Recreation Board was adjourned at 6:23 p.m.

Barb Brooks, Recording Secretary

Approved:

**Meeting of
December 16, 2019**

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday December 16, 2019 at 5:00 pm.

Call to Order

Chair Place called the meeting to order at 5:00 p.m.

Roll Call

Present: Larry Chute, Monica Kroondyk, Skylar MacNaughton, Nichole Moblo, Tom Neidhamer, Rose Newton, Aaron Place and Jeff Ross
 Absent: None
 Vacancy: One

Meeting Attendance

City Officials/Staff: Planning and Zoning Director Scott McPherson and Recording Secretary Pat Haver
 Public Present: Two

**Consent Agenda
Motion**

2019-12-16-3
Newton moved, Ross seconded, PASSED UNANIMOUSLY, a motion to approve the consent agenda, the Planning Commission minutes from November 18, 2019 as presented.

**Citizen comments on
Non-Agenda Items**

None

**Reports of Officers,
Boards and Standing
Committees**

Planning Director McPherson indicated that the Marijuana Taskforce has met and are working on coming up with a strategy and an information document. They have another meeting scheduled for January, and anticipate moving forward with a public engagement meeting in the spring.

Unfinished Business

None

New Business

**Review Trail Route
Alternatives**

Planning Director Scott McPherson facilitated board review of the proposed trail. The schematics that were provided in the agenda packet are by no means the final route; the Parks and Recreation Board and City Commission have looked at the proposed route and all boards are still gathering feedback from board members and the general public. So far, the Southside of the roadway seems to be the most optimal for safety, however, the residents along segments 1 & 2 have concerns about the trail coming so close to their residences, trees would have to be removed, and the steepness of some of the driveways and the ability to back out and not hit someone on a bike. If we attempt a grant for those segments, it would put us into a situation where we would need to adhere to some pretty strict guidelines about trail width, greenspace separation from residence, and separation between the edge of the roadway and the trail. If we were to build these sections without a Trust Fund grant, it would allow us more flexibility for design. The trail itself will be built in the road right-of-way. With board discussion, they saw the merits of the concerns with the residents in reference to segments 1 & 2, and also know that safety is a major consideration. They liked the idea of attempting grant funding for the segments that would fall within the guidelines and the locations that we would be able to build to those guidelines. They looked at the proposed route closer to the lake at the Open Space and behind Honeywell, however, know that easements would need to be gathered for the Honeywell property and liked the idea of keeping the Open Space next to the water as a walking path only. Others liked the idea of a "straight shot" between the boat launch and the river mouth. There is plenty of room to establish the trail next to the roadway in front of City Hall and Veterans Park, and would alleviate the

need to drop back and forth between the water's edge and the roadway. They also questioned the route getting back out of town, would there be concerns with bikers riding against traffic? All were in agreement of additional public input sessions, and making sure that the residents along the route are kept informed so they can remain engaged.

**Review Year 2020
Residential Target
Market Analysis**

Planning Director Scott McPherson reviewed the report that was included in the agenda packet. The report was commissioned by Networks Northwest and supports the information that we already know, there is a housing shortage in our area. With the information provided in this report, it is a resource document for builders and staff to refer to. This report was broken down into several groups: New builds and rehabs; owner occupied vs rentals; total home values and monthly potential contract rental rates which included duplex houses, cottages, accessory dwellings, townhouses and urban lofts. It was based on a total of 228 units needed per year. The sweet spot for home values was \$150,000 and average rents in the range of 700 to 800 per month. All of the discussions that have taken place due to housing shortages indicate that the cost of construction is high, so it is difficult to build an affordable house. The city historically has not been able to attract developments to our area, and the possibility would be the hurdle that must be overcome by the cost to install infrastructure. The large areas left to develop within the city would need total infrastructure of roads and water/sewer. Allowing multifamily housing units within the Central Business District gives developers the advantage of infrastructure already being in place, so are able to keep building costs lower. The board felt the reference was a good one, and recognize that there is still a lot of work to be done in order to make an impact on the housing shortage.

Staff Report

-
- Boyne City to Boyne Valley trail work is continuing. The boardwalk is complete at Boyne Mountain, they are about to wrap things up for the season when the trail just east of Northern Logistics in the Business Park is completed. The target date the trail will be completed is June 12, 2020.
 - We still have a vacancy on the board, so if you know of anyone who would like to serve, have them get ahold of staff

Good of the Order

-
- Welcome to our newest commissioner, Nichole Moblo
 - What is the Property Maintenance Code status – The City Commission has scheduled a work session with Don Gilmet our building hearing officer in January, once that work session is over the process for adoption will occur starting with the 1st reading.
 - Is there a way to expand the Bed & Breakfast regulations we currently have to short term rentals, treating them the same? Short term rentals are taking up a lot of the usable housing options.
 - Rose Newton will not be available for the February meeting

**Adjournment
Motion

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, January 20, 2020 at 5:00 p.m.

2019-12-16-10

Newton moved, Chute seconded, PASSED UNANIMOUSLY a motion to adjourn the December 16, 2019 meeting at 5:53 pm

Chair Aaron Place

Recording Secretary Pat Haver

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Cindy Grice, City Clerk/Treasurer *cg*
Date: January 10, 2020
Subject: November, 2019 Financial Statement



Attached is the November, 2019 Financial Statement. We have completed 58% of our Fiscal Year. Following is a brief overview:

OVERALL REVENUES – Revenues are tracking as anticipated. We are starting to submit grant reimbursement requests for the Boyne City / Boyne Valley Trail project.

OVERALL EXPENDITURES: Winter Maintenance costs in Major and Local Streets are lower than expected due to the mild December. Expenditures continue to remain at normal levels for this time period.

As always, if there are any questions, please contact me.

CASH SUMMARY BY FUND FOR BOYNE CITY

FROM 11/01/2019 TO 11/30/2019

FUND: 101 202 203 206 209 210 211 213 226 242 248 251 285 295 370 470 590 592 661

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 11/01/2019	Total Debits	Total Credits	Ending Balance 11/30/2019
101	GENERAL FUND	2,769,639.08	16,283.44	610,762.55	2,175,159.97
202	MAJOR STREET FUND	38,483.07	9,102.02	47,585.09	0.00
203	LOCAL STREET FUND	(5,747.07)	323,672.40	317,925.33	0.00
206	FIRE FUND	236,593.97	20,000.01	18,141.46	238,452.52
209	CEMETERY FUND	294.95	3,747.31	4,042.26	0.00
210	AMBULANCE FUND	647.22	47,268.65	47,915.87	0.00
211	SPECIAL PROJECTS FUND	25,131.71	0.00	0.00	25,131.71
213	FARMERS MARKET FUND	58,029.39	720.00	2,418.64	56,330.75
242	BOYNE THUNDER FUND	133,743.03	0.00	122,784.81	10,958.22
248	DOWNTOWN DEVELOPMENT AUTHORITY	623,309.67	43,703.43	26,489.25	640,523.85
251	LDFA FUND	901,889.72	0.00	10.53	901,879.19
285	MARINA FUND	134,825.33	1,675.00	5,109.92	131,390.41
295	AIRPORT FUND	119,620.10	12,422.47	1,603.00	130,439.57
370	CITY FACILITIES DEBT FUND	345,107.02	1,369.53	0.00	346,476.55
470	CITY FACILITIES CONSTRUCTION FUND	244,783.64	2,238.26	0.00	247,021.90
590	WASTEWATER FUND	3,984,342.24	303,308.96	363,099.54	3,924,551.66
592	WATER FUND	1,174,892.07	77,709.59	26,186.45	1,226,415.21
661	MOTOR POOL FUND	560,313.47	19,939.30	12,681.51	567,571.26
	TOTAL - ALL FUNDS	11,345,898.61	883,160.37	1,606,756.21	10,622,302.77

User: Cindy
DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 031 - PROPERTY TAX REVENUES						
101-031-400.000	ALLOCATION FROM CUR YR FD BAL	199,651.00	0.00	0.00	199,651.00	0.00
101-031-402.000	PROPERTY TAX COLLECTION	2,756,675.00	2,582,078.00	9,655.48	174,597.00	93.67
101-031-403.000	DELQ. PERSONAL PROPERTY TAX	2,500.00	2,692.07	455.08	(192.07)	107.68
101-031-404.000	MISC TAXES-PILOT/TRAILER PARK	6,163.00	0.00	0.00	6,163.00	0.00
101-031-428.000	W MICHIGAN WATER SPECIAL ASSESSMENT	22,973.00	53,041.00	0.00	(30,068.00)	230.88
101-031-445.000	PROPERTY TAX PENALTIES	14,000.00	3,725.24	683.47	10,274.76	26.61
101-031-447.000	PROPERTY TAX ADMIN FEES	94,000.00	65,181.93	217.39	28,818.07	69.34
Total Dept 031 - PROPERTY TAX REVENUES		3,095,962.00	2,706,718.24	11,011.42	389,243.76	87.43
Dept 032 - REVENUES						
101-032-452.000	LIQUOR LICENSES	7,880.00	6,810.10	0.00	1,069.90	86.42
101-032-574.000	REVENUE SHARING	325,663.00	106,910.00	0.00	218,753.00	32.83
101-032-574.100	EVIP	56,309.00	19,276.00	0.00	37,033.00	34.23
101-032-574.200	LOCAL COMM STABILIZATION SHARING	117,000.00	293,336.14	0.00	(176,336.14)	250.71
101-032-578.000	POLICE TRAINING FUNDS	1,300.00	554.05	0.00	745.95	42.62
101-032-579.000	GRANTS-STATE/FEDERAL	1,885,340.00	7,985.68	0.00	1,877,354.32	0.42
Total Dept 032 - REVENUES		2,393,492.00	434,871.97	0.00	1,958,620.03	18.17
Dept 033 - ADMIN SVC FEE REVENUES						
101-033-604.000	FIRE DEPARTMENT ADMIN SVC FEE	5,000.00	0.00	0.00	5,000.00	0.00
101-033-605.000	LDFA - ADMIN SVC FEE	30,000.00	0.00	0.00	30,000.00	0.00
101-033-606.000	DDA ADMIN SVC FEE	7,500.00	0.00	0.00	7,500.00	0.00
101-033-607.000	ADMIN SERV FEE MOTOR POOL	5,500.00	0.00	0.00	5,500.00	0.00
101-033-608.000	ADMIN SERV FEE WATER/WW	60,000.00	0.00	0.00	60,000.00	0.00
101-033-609.000	ADMIN SERV FEE MAJOR ST	17,000.00	0.00	0.00	17,000.00	0.00
101-033-610.000	ADMIN SERV FEE LOCAL ST	14,500.00	0.00	0.00	14,500.00	0.00
Total Dept 033 - ADMIN SVC FEE REVENUES		139,500.00	0.00	0.00	139,500.00	0.00
Dept 034 - CHARGES FOR SERVICES						
101-034-606.000	DDA MAINTENANCE FEE	75,000.00	0.00	0.00	75,000.00	0.00
101-034-624.000	ICE RINK CONCESSION	100.00	0.00	0.00	100.00	0.00
101-034-640.000	CABLE FRANCHISE FEES	70,000.00	18,205.21	0.00	51,794.79	26.01
101-034-642.000	CHARGES/SERVICES & FEES	7,000.00	7,752.13	525.00	(752.13)	110.74
101-034-660.000	POLICE FINES/ORDINANCE FEES	4,000.00	2,617.96	0.00	1,382.04	65.45
101-034-660.200	SEX OFFENDER REGISTRATION FEE	300.00	100.00	0.00	200.00	33.33
101-034-660.300	POLICE DEPT SURVEY REVENUES	1,200.00	1,050.00	0.00	150.00	87.50
101-034-696.000	SIDEWALK REIMBURSEMENTS	0.00	10.00	0.00	(10.00)	100.00
Total Dept 034 - CHARGES FOR SERVICES		157,600.00	29,735.30	525.00	127,864.70	18.87
Dept 035 - INTEREST / RENTALS						
101-035-664.000	INTEREST EARNINGS	2,000.00	0.00	0.00	2,000.00	0.00
101-035-665.000	RENT - FACILITY ROOMS	2,000.00	0.00	0.00	2,000.00	0.00
101-035-667.000	RENT CITY HALL	14,400.00	13,176.00	2,575.00	1,224.00	91.50
101-035-668.000	RENT - FIRE DEPT	30,000.00	0.00	0.00	30,000.00	0.00
101-035-669.000	RENT - EMS	31,200.00	0.00	0.00	31,200.00	0.00
101-035-670.000	RENT CITY OWNED PROPERTY	2,500.00	805.00	(75.00)	1,695.00	32.20

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Total Dept 035 - INTEREST / RENTALS		82,100.00	13,981.00	2,500.00	68,119.00	17.03
Dept 036 - OTHER REVENUES						
101-036-585.000	LOCAL TRAIL GRANTS/CONTRIB	127,500.00	30,000.00	0.00	97,500.00	23.53
101-036-585.100	BOYNE VALLEY TRAIL REIMB	0.00	3,822.83	3,822.83	(3,822.83)	100.00
101-036-586.000	GRANTS / LOCAL CONTRIBUTION	54,283.00	20,000.00	0.00	34,283.00	36.84
101-036-587.000	MUSEUM CONTRIBUTIONS	0.00	36.00	0.00	(36.00)	100.00
101-036-672.000	POLICE DEPT BICYCLE DONATIONS	100.00	77.00	0.00	23.00	77.00
101-036-673.000	LAND & EQUIP SALES	1,000.00	0.00	0.00	1,000.00	0.00
101-036-678.000	PLANNING/TOWNSHIP REIMB	74,373.00	71,566.05	0.00	2,806.95	96.23
101-036-690.000	MISCELLANEOUS INCOME	1,000.00	3,589.19	414.56	(2,589.19)	358.92
Total Dept 036 - OTHER REVENUES		258,256.00	129,091.07	4,237.39	129,164.93	49.99
TOTAL REVENUES		6,126,910.00	3,314,397.58	18,273.81	2,812,512.42	54.10
Expenditures						
Dept 101 - LEGISLATIVE						
101-101-703.000	SALARIES-MAYOR/CITY COMMISSION	15,250.00	9,312.47	7,025.00	5,937.53	61.07
101-101-714.000	SOCIAL SECURITY	1,163.00	712.41	537.44	450.59	61.26
101-101-732.000	MEMBERSHIP DUES/MML	3,000.00	2,981.88	0.00	18.12	99.40
101-101-870.000	TRAINING AND SCHOOLS	4,500.00	1,827.38	107.64	2,672.62	40.61
Total Dept 101 - LEGISLATIVE		23,913.00	14,834.14	7,670.08	9,078.86	62.03
Dept 151 - PLANNING						
101-151-705.000	SALARIES - PLANNING	110,328.00	61,361.87	8,514.48	48,966.13	55.62
101-151-712.000	INSURANCE: LIFE/AD&D	200.00	217.16	16.60	(17.16)	108.58
101-151-713.000	INSURANCE MEDICAL	28,206.00	13,112.89	1,416.66	15,093.11	46.49
101-151-714.000	SOCIAL SECURITY	9,205.00	5,152.03	679.26	4,052.97	55.97
101-151-715.000	PENSION	37,380.00	19,714.22	580.16	17,665.78	52.74
101-151-716.000	UNEMPLOYMENT	25.00	0.00	0.00	25.00	0.00
101-151-719.000	SICK/VACATION	10,000.00	4,509.64	698.32	5,490.36	45.10
101-151-727.000	SUPPLIES	2,000.00	942.54	438.68	1,057.46	47.13
101-151-732.000	MEMBERSHIP DUES	2,500.00	0.00	0.00	2,500.00	0.00
101-151-735.000	MILEAGE/TRAVEL	500.00	0.00	0.00	500.00	0.00
101-151-740.000	TELEPHONE/UTILITIES	1,200.00	572.50	95.63	627.50	47.71
101-151-818.000	PROFESSIONAL/CONTRACTED SVCS	2,000.00	225.00	0.00	1,775.00	11.25
101-151-870.000	TRAINING	2,000.00	1,525.56	0.00	474.44	76.28
101-151-911.000	WORKERS COMPENSATION	1,200.00	1,393.80	0.00	(193.80)	116.15
101-151-970.000	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 151 - PLANNING		207,244.00	108,727.21	12,439.79	98,516.79	52.46
Dept 173 - GENERAL SERVICES						
101-173-705.000	ADMINISTRATIVE SALARIES/WAGES	346,399.00	188,244.11	27,110.61	158,154.89	54.34
101-173-709.000	ADMIN OVERTIME	3,300.00	1,245.95	86.18	2,054.05	37.76
101-173-712.000	INSURANCE LIFE/AD&D	1,900.00	763.36	149.40	1,136.64	40.18
101-173-713.000	INSURANCE - MEDICAL	92,500.00	42,619.22	5,606.94	49,880.78	46.07
101-173-714.000	SOCIAL SECURITY	32,000.00	16,468.43	2,165.16	15,531.57	51.46
101-173-715.000	PENSION	185,000.00	67,909.17	2,960.46	117,090.83	36.71
101-173-716.000	UNEMPLOYMENT COMPENSATION	38.00	0.41	0.00	37.59	1.08

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	NORMAL	11/30/2019 (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 101 - GENERAL FUND									
Expenditures									
101-173-719.000	VACA/SICK EXPENSE	41,600.00		18,492.01		559.82		23,107.99	44.45
101-173-727.000	OFFICE SUPPLIES	10,000.00		3,396.65		185.38		6,603.35	33.97
101-173-730.000	OFFICE SUPPLIES	10,000.00		3,119.61		673.22		6,880.39	31.20
101-173-731.000	POSTAGE	6,000.00		1,428.44		315.84		4,571.56	23.81
101-173-732.000	MEMBERSHIP DUES	2,000.00		1,518.25		125.00		481.75	75.91
101-173-740.000	TELEPHONE/UTILITIES	8,600.00		9,580.32		472.84		(980.32)	111.40
101-173-818.000	CONTRACTED SERVICES	0.00		350.00		0.00		(350.00)	100.00
101-173-860.000	MOTOR POOL	200.00		23.35		0.00		176.65	11.68
101-173-861.000	VEHICLE EXPENSE	4,800.00		2,559.10		457.58		2,240.90	53.31
101-173-870.000	TRAINING/SCHOOLS/TRAVEL	4,000.00		1,440.62		86.71		2,559.38	36.02
101-173-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	6,500.00		1,651.66		519.83		4,848.34	25.41
101-173-910.000	INSURANCE/LIABILITY & PROP	22,900.00		32,125.42		0.00		(9,225.42)	140.29
101-173-911.000	WORKERS COMPENSATION	3,250.00		3,066.36		0.00		183.64	94.35
101-173-970.000	CAPITAL OUTLAY/EQUIPMENT	5,000.00		0.00		0.00		5,000.00	0.00
Total Dept 173 - GENERAL SERVICES		785,987.00		396,002.44		41,474.97		389,984.56	50.38
Dept 191 - ELECTIONS									
101-191-705.000	SALARIES - ELECTIONS	900.00		624.00		624.00		276.00	69.33
101-191-728.000	ELECTION COST	1,800.00		237.54		199.96		1,562.46	13.20
Total Dept 191 - ELECTIONS		2,700.00		861.54		823.96		1,838.46	31.91
Dept 208 - ACCOUNTING/AUDIT									
101-208-808.000	ACCOUNTING/AUDIT	14,000.00		14,260.00		3,300.00		(260.00)	101.86
Total Dept 208 - ACCOUNTING/AUDIT		14,000.00		14,260.00		3,300.00		(260.00)	101.86
Dept 209 - ASSESSMENT/TAXES									
101-209-731.000	TAX POSTAGE	1,900.00		0.00		0.00		1,900.00	0.00
101-209-802.000	LEGAL FEES	0.00		3,105.00		0.00		(3,105.00)	100.00
101-209-803.000	BOARD OF REVIEW	500.00		0.00		0.00		500.00	0.00
101-209-818.000	CONTRACTED SERVICE	63,000.00		44,295.00		9,295.00		18,705.00	70.31
101-209-900.000	TAX MAILING/BILLING FEE	3,000.00		1,452.23		0.00		1,547.77	48.41
Total Dept 209 - ASSESSMENT/TAXES		68,400.00		48,852.23		9,295.00		19,547.77	71.42
Dept 210 - LEGAL									
101-210-802.000	OTHER LEGAL/COURT, ETC.	50,000.00		12,040.04		960.00		37,959.96	24.08
Total Dept 210 - LEGAL		50,000.00		12,040.04		960.00		37,959.96	24.08
Dept 248 - GENERAL/OTHER SERVICES									
101-248-714.000	CLEARING A/C-SOCIAL SECURITY	0.00		2,018.62		0.00		(2,018.62)	100.00
101-248-810.000	STREETLIGHTING	53,000.00		20,860.90		3,515.08		32,139.10	39.36
101-248-812.000	LEAF PICK-UP	40,000.00		31,813.47		23,498.29		8,186.53	79.53
101-248-818.000	ENGINEER/CONTRACTED SERVICE	15,000.00		28,432.20		0.00		(13,432.20)	189.55
101-248-880.000	COMMUNITY PROMOTION	37,500.00		3,103.59		1,309.00		34,396.41	8.28
101-248-882.000	ZONING ENFORCEMENT EXPENSES	15,000.00		0.00		0.00		15,000.00	0.00
101-248-971.000	LAND ACQUISITION	0.00		(3,218.73)		0.00		3,218.73	100.00

User: Cindy
DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 248 - GENERAL/OTHER SERVICES		160,500.00	83,010.05	28,322.37	77,489.95	51.72
Dept 250 - HOUSING						
101-250-909.000	FRINGES/MED REIMB/PENSION	0.00	39.84	0.00	(39.84)	100.00
101-250-910.000	LIABILITY INSURANCE	0.00	503.77	0.00	(503.77)	100.00
101-250-911.000	WORKERS COMPENSATION	0.00	2,787.60	0.00	(2,787.60)	100.00
Total Dept 250 - HOUSING		0.00	3,331.21	0.00	(3,331.21)	100.00
Dept 265 - PUBLIC BUILDINGS						
101-265-705.000	SALARIES/BLDG MAINT/OPERATER	31,000.00	17,697.95	509.72	13,302.05	57.09
101-265-709.000	OVERTIME- PUBLIC BUILDING	1,500.00	1,671.26	0.00	(171.26)	111.42
101-265-711.000	SAFETY EQUIPMENT	4,700.00	2,936.14	0.00	1,763.86	62.47
101-265-712.000	INSURANCE: LIFE/AD&D	375.00	189.68	33.20	185.32	50.58
101-265-713.000	INSURANCE MEDICAL	4,915.00	3,659.18	0.00	1,255.82	74.45
101-265-714.000	SOCIAL SECURITY	2,761.00	1,797.37	52.92	963.63	65.10
101-265-715.000	PENSION	25,388.00	12,571.09	55.34	12,816.91	49.52
101-265-716.000	UNEMPLOYMENT COMPENSATION	4.00	0.00	0.00	4.00	0.00
101-265-719.000	VACA/SICK EXPENSE	2,000.00	634.36	182.16	1,365.64	31.72
101-265-727.000	SUPPLIES	25,000.00	11,726.01	1,121.42	13,273.99	46.90
101-265-730.000	MAINTENANCE	28,000.00	11,331.71	1,786.58	16,668.29	40.47
101-265-735.000	GAS AND OIL	1,300.00	0.00	0.00	1,300.00	0.00
101-265-740.000	TELEPHONE/UTILITIES	45,000.00	21,189.88	2,755.81	23,810.12	47.09
101-265-818.000	CONTRACTED SERVICES	55,000.00	39,687.89	8,043.62	15,312.11	72.16
101-265-860.000	MOTOR POOL	1,700.00	2,253.60	338.04	(553.60)	132.56
101-265-870.000	TRAINING/TRAVEL	500.00	0.00	0.00	500.00	0.00
101-265-910.000	INSURANCE/LIABILITY/EQUIP	3,100.00	2,990.99	0.00	109.01	96.48
101-265-911.000	WORKERS COMPENSATION	4,100.00	3,902.64	0.00	197.36	95.19
101-265-975.000	MAJOR EQUIPMENT PURCHASES	0.00	991.28	0.00	(991.28)	100.00
Total Dept 265 - PUBLIC BUILDINGS		236,343.00	135,231.03	14,878.81	101,111.97	57.22
Dept 301 - POLICE DEPARTMENT						
101-301-705.000	SALARIES- POLICE CHIEF/ASST	128,764.00	62,789.18	7,937.63	65,974.82	48.76
101-301-706.000	SALARIES - DISPATCHERS	40,107.00	22,193.33	3,316.01	17,913.67	55.34
101-301-709.000	OVERTIME	27,500.00	21,693.48	3,674.17	5,806.52	78.89
101-301-710.000	SALARY & WAGES OFFICERS	259,820.00	125,812.65	18,069.03	134,007.35	48.42
101-301-712.000	INSURANCE: LIFE AD&D	2,500.00	865.77	83.00	1,634.23	34.63
101-301-713.000	MEDICAL INSURANCE	89,942.00	31,441.26	3,055.98	58,500.74	34.96
101-301-714.000	SOCIAL SECURITY	35,000.00	22,215.10	3,889.17	12,784.90	63.47
101-301-715.000	PENSION	116,556.00	36,583.89	3,544.28	79,972.11	31.39
101-301-716.000	UNEMPLOYMENT COMPENSATION	2,000.00	5.65	0.00	1,994.35	0.28
101-301-719.000	VACA/SICK EXPENSE	44,542.00	48,058.54	16,765.82	(3,516.54)	107.89
101-301-727.000	SUPPLIES	8,000.00	10,071.99	1,178.58	(2,071.99)	125.90
101-301-729.000	AMMO/SHOOTING SUPPLIES	3,000.00	2,444.28	0.00	555.72	81.48
101-301-730.200	SEX OFFENDER REGISTRATION FEES	300.00	90.00	0.00	210.00	30.00
101-301-731.000	BIKE PATROL	1,000.00	62.00	0.00	938.00	6.20
101-301-735.000	GAS AND OIL	11,000.00	5,759.89	653.59	5,240.11	52.36
101-301-740.000	TELEPHONE/UTILITIES	5,000.00	2,433.35	372.43	2,566.65	48.67
101-301-745.000	CLEANING/FOOD ALLOWANCE	4,830.00	1,380.00	690.00	3,450.00	28.57
101-301-754.000	UNIFORMS	6,000.00	2,284.26	795.03	3,715.74	38.07
101-301-818.000	POLICE CONTRACTED SERVICES	8,500.00	8,149.00	720.00	351.00	95.87
101-301-850.000	RADIO MAINTENANCE	2,000.00	451.30	0.00	1,548.70	22.57

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-301-861.000	VEHICLE EXPENSE	8,000.00	2,753.62	813.88	5,246.38	34.42
101-301-870.000	TRAINING/TRAVEL	9,000.00	6,280.23	416.71	2,719.77	69.78
101-301-871.000	STATE TRAINING FUND	1,500.00	0.00	0.00	1,500.00	0.00
101-301-910.000	LIABILITY INSURANCE	12,000.00	19,639.23	0.00	(7,639.23)	163.66
101-301-911.000	INS/WORKERS COMP	6,500.00	7,247.76	0.00	(747.76)	111.50
101-301-970.000	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 301 - POLICE DEPARTMENT		838,361.00	440,705.76	65,975.31	397,655.24	52.57
Dept 706 - ENVIRONMENTAL						
101-706-808.000	427 BOYNE AVENUE	106,000.00	115,253.90	0.00	(9,253.90)	108.73
101-706-809.000	LAB TESTING - LANDFILL	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 706 - ENVIRONMENTAL		108,000.00	115,253.90	0.00	(7,253.90)	106.72
Dept 751 - PARKS & RECREATION						
101-751-702.000	ICE RINK, WAGES	8,000.00	0.00	0.00	8,000.00	0.00
101-751-705.000	SALARIES- PARKS GENERAL WAGES	82,200.00	75,312.30	8,004.54	6,887.70	91.62
101-751-709.000	PARKS & REC OVERTIME	3,500.00	3,625.28	0.00	(125.28)	103.58
101-751-711.000	SAFETY EQUIPMENT	0.00	50.34	0.00	(50.34)	100.00
101-751-713.000	INSURANCE MEDICAL	16,953.00	1,415.36	42.80	15,537.64	8.35
101-751-714.000	SOCIAL SECURITY	8,019.00	5,887.02	594.03	2,131.98	73.41
101-751-715.000	PENSION	6,410.00	4,595.88	594.30	1,814.12	71.70
101-751-716.000	UNEMPLOYMENT COMP	10.00	0.00	0.00	10.00	0.00
101-751-719.000	VACA/SICK EXPENSE	4,000.00	0.00	0.00	4,000.00	0.00
101-751-727.000	SUPPLIES	45,000.00	9,223.11	1,660.50	35,776.89	20.50
101-751-730.000	MAINTENANCE	33,000.00	4,914.57	630.00	28,085.43	14.89
101-751-738.000	CIVIC PROJECTS	4,000.00	3,000.00	0.00	1,000.00	75.00
101-751-740.000	TELEPHONE/UTILITIES	27,000.00	14,655.46	4,058.26	12,344.54	54.28
101-751-808.000	PROFESSIONAL SERVICES	141,000.00	34,189.20	11,326.50	106,810.80	24.25
101-751-818.000	CONTRACTED SERVICES	26,000.00	36,869.00	2,532.00	(10,869.00)	141.80
101-751-860.000	MOTOR POOL	74,000.00	57,351.26	2,435.21	16,648.74	77.50
101-751-870.000	TRAINING/TRAVEL	2,000.00	0.00	0.00	2,000.00	0.00
101-751-910.000	LIABILITY INSURANCE	2,100.00	1,950.47	0.00	149.53	92.88
101-751-911.000	WORKERS COMPENSATION	1,200.00	1,115.04	0.00	84.96	92.92
101-751-970.000	CAPITAL OUTLAY	569,000.00	100,079.44	1,230.50	468,920.56	17.59
101-751-970.200	VETERANS PARK PAVILION	0.00	93,320.33	58,051.08	(93,320.33)	100.00
101-751-971.000	BC TO BVT TRAIL CONST	902,000.00	5,409.06	5,409.06	896,590.94	0.60
101-751-972.000	BVT TO BF TRAIL CONST	518,750.00	0.00	0.00	518,750.00	0.00
Total Dept 751 - PARKS & RECREATION		2,474,142.00	452,963.12	96,568.78	2,021,178.88	18.31
Dept 804 - MUSEUM						
101-804-727.000	SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
101-804-900.000	MUSEUM PRINTING & PUBLISHING	1,000.00	700.00	0.00	300.00	70.00
101-804-970.000	MUSEUM - CAPITAL OUTLAY	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 804 - MUSEUM		5,000.00	700.00	0.00	4,300.00	14.00
Dept 809 - SIDEWALKS						
101-809-705.000	SIDEWALK SALARY & WAGES	1,700.00	0.00	0.00	1,700.00	0.00
101-809-727.000	SIDEWALK SUPPLIES	2,000.00	3,994.57	0.00	(1,994.57)	199.73

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-809-818.000	SIDEWALK CONTRACED SERV.	7,000.00	1,252.81	0.00	5,747.19	17.90
Total Dept 809 - SIDEWALKS		10,700.00	5,247.38	0.00	5,452.62	49.04
Dept 899 - CONTINGENCY						
101-899-714.000	RETIREES STIPEND FICA	465.00	0.00	0.00	465.00	0.00
101-899-801.000	TAX TRIBUNAL REFUND	7,900.00	1,900.25	0.00	5,999.75	24.05
101-899-899.000	425 TOWNSHIP REIMBURSEMENT	7,900.00	0.00	0.00	7,900.00	0.00
101-899-984.000	POST RETIREMENT HEALTH INS	21,024.00	12,768.90	1,223.88	8,255.10	60.73
101-899-986.000	RETIREES STIPEND	8,403.00	0.00	0.00	8,403.00	0.00
Total Dept 899 - CONTINGENCY		45,692.00	14,669.15	1,223.88	31,022.85	32.10
Dept 965 - TRANSFERS OUT						
101-965-987.000	TRNSFR TO CEMETERY FUND	40,050.00	27,506.27	3,052.31	12,543.73	68.68
101-965-991.000	TRANSFER TO AMBULANCE	87,956.00	84,784.48	9,474.59	3,171.52	96.39
101-965-994.000	TRANSFER TO FIRE DEPT FUND	63,000.00	0.00	0.00	63,000.00	0.00
101-965-997.000	TRANSFER TO RUBBISH FUND	65,000.00	62,769.52	0.00	2,230.48	96.57
101-965-998.000	TRANSFERS TO MAJOR STREET	0.00	9,030.02	9,030.02	(9,030.02)	100.00
101-965-999.000	TRANSFERS TO LOCAL STREET	839,922.00	1,162,653.49	323,600.40	(322,731.49)	138.42
Total Dept 965 - TRANSFERS OUT		1,095,928.00	1,346,743.78	345,157.32	(250,815.78)	122.89
TOTAL EXPENDITURES		6,126,910.00	3,193,432.98	628,090.27	2,933,477.02	52.12
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,126,910.00	3,314,397.58	18,273.81	2,812,512.42	54.10
TOTAL EXPENDITURES		6,126,910.00	3,193,432.98	628,090.27	2,933,477.02	52.12
NET OF REVENUES & EXPENDITURES		0.00	120,964.60	(609,816.46)	(120,964.60)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 030 - REVENUES						
202-030-400.000	ALLOCATED FR CUR YR FD BAL	156,457.00	0.00	0.00	156,457.00	0.00
202-030-548.000	METRO ACT FUNDS - PA 48	9,000.00	8,902.14	0.00	97.86	98.91
202-030-549.000	STATE HIGHWAY RECEIPTS	425,000.00	138,974.84	0.00	286,025.16	32.70
202-030-581.000	SAW GRANT	22,369.00	0.00	0.00	22,369.00	0.00
202-030-691.000	TRANSFER FROM GENERAL FUND	0.00	9,030.02	9,030.02	(9,030.02)	100.00
202-030-692.000	ROAD MILLAGE FUNDS	89,192.00	0.00	0.00	89,192.00	0.00
Total Dept 030 - REVENUES		702,018.00	156,907.00	9,030.02	545,111.00	22.35
TOTAL REVENUES		702,018.00	156,907.00	9,030.02	545,111.00	22.35
Expenditures						
Dept 451 - CONSTRUCTION						
202-451-705.000	CONSTRUCTION SALARIES/WAGES	2,100.00	2,440.35	0.00	(340.35)	116.21
202-451-709.000	OVERTIME	250.00	153.33	0.00	96.67	61.33
202-451-713.000	MEDICAL INSURANCE	292.00	420.64	0.00	(128.64)	144.05
202-451-714.000	SOCIAL SECURITY	173.00	190.57	0.00	(17.57)	110.16
202-451-715.000	PENSION	5,000.00	2,920.54	0.00	2,079.46	58.41
202-451-818.000	ENGINEERING	58,100.00	45,256.23	5,385.83	12,843.77	77.89
202-451-860.000	CONSTRUCTION MOTOR POOL	4,000.00	2,860.42	0.00	1,139.58	71.51
202-451-981.100	SAW GRANT	24,854.00	34,388.68	1,300.17	(9,534.68)	138.36
Total Dept 451 - CONSTRUCTION		94,769.00	88,630.76	6,686.00	6,138.24	93.52
Dept 463 - ROUTINE MAINTANCE						
202-463-705.000	SALARIES- MAINTENANCE	36,700.00	9,776.87	1,133.50	26,923.13	26.64
202-463-706.000	SALARIES - STREET SWEEPING	7,200.00	934.54	463.47	6,265.46	12.98
202-463-709.000	OVERTIME	8,000.00	3,467.37	0.00	4,532.63	43.34
202-463-713.000	MEDICAL INSURANCE	8,928.00	9,174.25	164.36	(246.25)	102.76
202-463-714.000	SOCIAL SECURITY	3,921.00	1,973.03	162.06	1,947.97	50.32
202-463-715.000	PENSION	32,000.00	23,616.84	192.55	8,383.16	73.80
202-463-716.000	UNEMPLOYMENT COMP	6.00	5.45	0.00	0.55	90.83
202-463-719.000	VACA/SICK EXPENSE	7,000.00	3,221.82	494.56	3,778.18	46.03
202-463-727.000	SUPPLIES	11,500.00	1,764.00	591.90	9,736.00	15.34
202-463-819.000	TREE REPLACEMENT	50,000.00	46,500.00	23,062.50	3,500.00	93.00
202-463-860.000	MOTOR POOL	29,000.00	21,301.53	4,214.61	7,698.47	73.45
202-463-930.000	REPAIR & MAINTENANCE	150,000.00	132,843.54	535.00	17,156.46	88.56
202-463-931.000	BRIDGE INSPECTIONS	2,000.00	315.00	0.00	1,685.00	15.75
Total Dept 463 - ROUTINE MAINTANCE		346,255.00	254,894.24	31,014.51	91,360.76	73.61
Dept 474 - TRAFFIC SERVICE						
202-474-705.000	SALARIES- TRAFFIC SERV	3,400.00	2,136.30	290.91	1,263.70	62.83
202-474-709.000	OVERTIME	1,800.00	1,063.94	0.00	736.06	59.11
202-474-713.000	MEDICAL INSURANCE	569.00	527.83	77.03	41.17	92.76
202-474-714.000	SOCIAL SECURITY	299.00	234.44	20.81	64.56	78.41
202-474-715.000	PENSION	2,500.00	2,513.02	19.42	(13.02)	100.52
202-474-727.000	SUPPLIES	2,300.00	1,117.05	37.02	1,182.95	48.57
202-474-860.000	MOTOR POOL	5,000.00	909.71	0.00	4,090.29	18.19
202-474-930.000	REPAIR & MAINT.	2,500.00	0.00	0.00	2,500.00	0.00

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PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
Total Dept 474 - TRAFFIC SERVICE		18,368.00	8,502.29	445.19	9,865.71	46.29
Dept 478 - WINTER MAINTENANCE						
202-478-705.000	SALARIES- WINTER MAINT	28,700.00	4,387.33	1,777.55	24,312.67	15.29
202-478-706.000	SIDEWALK MAINTENANCE	13,500.00	0.00	0.00	13,500.00	0.00
202-478-709.000	OVERTIME	18,000.00	33.71	0.00	17,966.29	0.19
202-478-713.000	MEDICAL INSURANCE	9,228.00	278.48	148.64	8,949.52	3.02
202-478-714.000	SOCIAL SECURITY	4,232.00	412.54	167.08	3,819.46	9.75
202-478-715.000	PENSION	18,000.00	10,720.47	86.65	7,279.53	59.56
202-478-719.000	VACA/SICK EXPENSE	6,000.00	3,220.67	494.41	2,779.33	53.68
202-478-727.000	SUPPLIES	13,500.00	241.50	241.50	13,258.50	1.79
202-478-860.000	MOTOR POOL	42,000.00	4,647.16	3,716.40	37,352.84	11.06
202-478-930.000	WINTER REPAIR & MAINT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 478 - WINTER MAINTENANCE		158,160.00	23,941.86	6,632.23	134,218.14	15.14
Dept 482 - ADMINISTRATION						
202-482-705.000	SALARIES/WAGES-ADMINISTRATIVE	32,300.00	15,039.28	1,803.16	17,260.72	46.56
202-482-711.000	SAFETY EQUIPMENT	150.00	69.31	0.00	80.69	46.21
202-482-712.000	INSURANCE/LIFE/AD&D	98.00	169.62	49.80	(71.62)	173.08
202-482-713.000	MEDICAL INSURANCE	4,189.00	0.00	0.00	4,189.00	0.00
202-482-714.000	SOCIAL SECURITY	2,617.00	1,078.70	137.95	1,538.30	41.22
202-482-715.000	PENSION	15,000.00	8,398.66	144.25	6,601.34	55.99
202-482-716.000	UNEMPLOYMENT COMP	12.00	1.61	0.00	10.39	13.42
202-482-750.000	ADMINISTRATIVE FEE	17,000.00	0.00	0.00	17,000.00	0.00
202-482-808.000	PROF SVCS/ACCOUNTING/AUDIT	600.00	600.00	600.00	0.00	100.00
202-482-870.000	TRAINING/SCHOOL/TRAVEL	1,000.00	125.79	0.00	874.21	12.58
202-482-910.000	INSURANCE/LIABILITY	1,600.00	1,430.21	0.00	169.79	89.39
202-482-911.000	WORKERS COMPENSATION	9,900.00	9,338.46	0.00	561.54	94.33
Total Dept 482 - ADMINISTRATION		84,466.00	36,251.64	2,735.16	48,214.36	42.92
TOTAL EXPENDITURES		702,018.00	412,220.79	47,513.09	289,797.21	58.72
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		702,018.00	156,907.00	9,030.02	545,111.00	22.35
TOTAL EXPENDITURES		702,018.00	412,220.79	47,513.09	289,797.21	58.72
NET OF REVENUES & EXPENDITURES		0.00	(255,313.79)	(38,483.07)	255,313.79	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 030 - REVENUES						
203-030-400.000	ALLOCATED FROM CUR YR FD BAL	88,846.00	0.00	0.00	88,846.00	0.00
203-030-548.000	METRO ACT FUNDS	9,000.00	8,902.13	0.00	97.87	98.91
203-030-549.000	STATE HIGHWAY RECEIPTS	207,000.00	54,233.09	0.00	152,766.91	26.20
203-030-581.000	SAW GRANT PROCEEDS	29,651.00	0.00	0.00	29,651.00	0.00
203-030-689.000	TRANSFER FROM W/WW FUNDS	509,850.00	0.00	0.00	509,850.00	0.00
203-030-691.000	TRANSFER FROM GENERAL FUND	839,922.00	1,162,653.49	323,600.40	(322,731.49)	138.42
203-030-692.000	ROAD MILLAGE FUNDS	89,192.00	0.00	0.00	89,192.00	0.00
Total Dept 030 - REVENUES		1,773,461.00	1,225,788.71	323,600.40	547,672.29	69.12
TOTAL REVENUES		1,773,461.00	1,225,788.71	323,600.40	547,672.29	69.12
Expenditures						
Dept 451 - CONSTRUCTION						
203-451-705.000	CONSTRUCTION SALARIES/WAGES	2,100.00	7,448.82	1,835.00	(5,348.82)	354.71
203-451-709.000	OVERTIME	200.00	509.98	0.00	(309.98)	254.99
203-451-713.000	MEDICAL INSURANCE	292.00	978.83	195.59	(686.83)	335.22
203-451-714.000	SOCIAL SECURITY	173.00	590.91	136.77	(417.91)	341.57
203-451-715.000	PENSION	5,000.00	3,136.81	69.52	1,863.19	62.74
203-451-818.000	ENGINEERING	135,900.00	29,931.61	0.00	105,968.39	22.02
203-451-860.000	CONSTRUCTION MOTOR POOL	2,100.00	4,653.96	0.00	(2,553.96)	221.62
203-451-981.100	SAW GRANT	32,946.00	18,888.42	1,522.59	14,057.58	57.33
203-451-987.000	STREET CONSTRUCTION	1,009,300.00	768,957.33	273,293.96	240,342.67	76.19
Total Dept 451 - CONSTRUCTION		1,188,011.00	835,096.67	277,053.43	352,914.33	70.29
Dept 463 - ROUTINE MAINTANCE						
203-463-705.000	SALARIES- MAINTENANCE	56,500.00	39,509.35	4,857.49	16,990.65	69.93
203-463-706.000	SALARIES - STREET SWEEPING	1,800.00	110.35	44.14	1,689.65	6.13
203-463-709.000	OVERTIME	1,600.00	324.39	65.91	1,275.61	20.27
203-463-713.000	MEDICAL INSURANCE	10,665.00	12,970.71	944.91	(2,305.71)	121.62
203-463-714.000	SOCIAL SECURITY	4,680.00	3,866.98	399.87	813.02	82.63
203-463-715.000	PENSION	35,000.00	26,198.61	218.08	8,801.39	74.85
203-463-716.000	UNEMPLOYMENT COMP	7.00	5.45	0.00	1.55	77.86
203-463-719.000	VACA/SICK EXPENSE	6,000.00	3,695.31	494.63	2,304.69	61.59
203-463-727.000	SUPPLIES	11,000.00	5,658.29	4,374.29	5,341.71	51.44
203-463-819.000	TREE REPLACEMENT	25,000.00	37,191.58	15,254.08	(12,191.58)	148.77
203-463-860.000	MOTOR POOL	59,000.00	32,280.02	4,675.12	26,719.98	54.71
203-463-930.000	ROUTINE MAINT. REPAIR & MAINT	150,000.00	193,715.55	150.00	(43,715.55)	129.14
Total Dept 463 - ROUTINE MAINTANCE		361,252.00	355,526.59	31,478.52	5,725.41	98.42
Dept 474 - TRAFFIC SERVICE						
203-474-705.000	SALARIES- TRAFFIC SERV	2,900.00	164.29	0.00	2,735.71	5.67
203-474-709.000	OVERTIME	700.00	0.00	0.00	700.00	0.00
203-474-713.000	MEDICAL INSURANCE	487.00	16.47	0.00	470.53	3.38
203-474-714.000	SOCIAL SECURITY	259.00	12.27	0.00	246.73	4.74
203-474-715.000	PENSION	2,100.00	1,585.45	0.00	514.55	75.50
203-474-727.000	SUPPLIES	2,500.00	818.10	74.04	1,681.90	32.72
203-474-860.000	MOTOR POOL	1,500.00	148.33	45.04	1,351.67	9.89

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PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND						
Expenditures						
Total Dept 474 - TRAFFIC SERVICE		10,446.00	2,744.91	119.08	7,701.09	26.28
Dept 478 - WINTER MAINTENANCE						
203-478-705.000	SALARIES- WINTER MAINT	31,400.00	1,389.07	1,190.44	30,010.93	4.42
203-478-706.000	SIDEWALK MAINTENANCE	5,300.00	0.00	0.00	5,300.00	0.00
203-478-709.000	OVERTIME	5,800.00	0.00	0.00	5,800.00	0.00
203-478-713.000	MEDICAL INSURANCE	8,129.00	320.90	132.87	7,808.10	3.95
203-478-714.000	SOCIAL SECURITY	3,629.00	342.10	125.64	3,286.90	9.43
203-478-715.000	PENSION	18,000.00	11,192.25	44.20	6,807.75	62.18
203-478-716.000	UNEMPLOYMENT COMP	6.00	0.00	0.00	6.00	0.00
203-478-719.000	VACA/SICK EXPENSE	6,000.00	3,220.25	494.32	2,779.75	53.67
203-478-727.000	SUPPLIES	12,500.00	883.96	571.49	11,616.04	7.07
203-478-860.000	MOTOR POOL	39,000.00	(2,579.45)	3,746.22	41,579.45	(6.61)
203-478-930.000	WINTER MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 478 - WINTER MAINTENANCE		130,764.00	14,769.08	6,305.18	115,994.92	11.29
Dept 482 - ADMINISTRATION						
203-482-705.000	SALARIES - ADMINISTRATION	32,300.00	15,216.64	1,773.60	17,083.36	47.11
203-482-711.000	SAFETY EQUIPMENT	150.00	72.70	39.57	77.30	48.47
203-482-712.000	INSURANCE/LIFE/AD&D	98.00	169.62	49.80	(71.62)	173.08
203-482-713.000	MEDICAL INSURANCE	4,189.00	0.00	0.00	4,189.00	0.00
203-482-714.000	SOCIAL SECURITY	2,617.00	1,092.19	135.67	1,524.81	41.73
203-482-715.000	PENSION	15,630.00	8,412.85	141.88	7,217.15	53.83
203-482-716.000	UNEMPLOYMENT COMP	4.00	1.60	0.00	2.40	40.00
203-482-750.000	ADMINISTRATIVE FEE	15,000.00	0.00	0.00	15,000.00	0.00
203-482-808.000	PROF SVCS/ACCOUNTING/AUDIT	600.00	600.00	600.00	0.00	100.00
203-482-870.000	TRAINING/SCHOOL/TRAVEL	900.00	326.60	156.60	573.40	36.29
203-482-910.000	LIABILITY INS	1,600.00	1,430.21	0.00	169.79	89.39
203-482-911.000	INSURANCE/WORKERS COMP	9,900.00	9,338.46	0.00	561.54	94.33
Total Dept 482 - ADMINISTRATION		82,988.00	36,660.87	2,897.12	46,327.13	44.18
TOTAL EXPENDITURES		1,773,461.00	1,244,798.12	317,853.33	528,662.88	70.19
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		1,773,461.00	1,225,788.71	323,600.40	547,672.29	69.12
TOTAL EXPENDITURES		1,773,461.00	1,244,798.12	317,853.33	528,662.88	70.19
NET OF REVENUES & EXPENDITURES		0.00	(19,009.41)	5,747.07	19,009.41	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 030 - REVENUES						
206-030-400.000	ALLOCATION FROM CUR YR FD BAL	30,292.00	0.00	0.00	30,292.00	0.00
206-030-628.000	FIRE DEPT SERVICE FEES	230,108.00	15,268.54	0.00	214,839.46	6.64
206-030-675.000	CONTRIBUTIONS	0.00	20,000.01	20,000.01	(20,000.01)	100.00
206-030-690.000	MISCELLANOUS INCOME	0.00	2,600.00	0.00	(2,600.00)	100.00
206-030-691.000	TRANSFER IN OTHER FUNDS	63,000.00	0.00	0.00	63,000.00	0.00
Total Dept 030 - REVENUES		323,400.00	37,868.55	20,000.01	285,531.45	11.71
TOTAL REVENUES		323,400.00	37,868.55	20,000.01	285,531.45	11.71
Expenditures						
Dept 040 - EXPENDITURES						
206-040-707.000	SALARIES/VOLUNTEERS/OFFICERS	93,000.00	33,271.62	4,011.66	59,728.38	35.78
206-040-714.000	SOCIAL SECURITY	7,000.00	2,545.34	306.92	4,454.66	36.36
206-040-727.000	SUPPLIES / HOSE	19,200.00	2,458.89	696.82	16,741.11	12.81
206-040-730.000	EQUIPMENT / MAINTENANCE	37,000.00	40,083.92	12,929.12	(3,083.92)	108.33
206-040-735.000	GAS / OIL	3,500.00	1,148.76	71.66	2,351.24	32.82
206-040-737.000	FIRE HYDRANT RENTAL	27,500.00	0.00	0.00	27,500.00	0.00
206-040-750.000	ADMINISTRATIVE FEE	5,000.00	0.00	0.00	5,000.00	0.00
206-040-850.000	RADIO MAINTENANCE	1,200.00	137.68	0.00	1,062.32	11.47
206-040-860.000	MOTOR POOL	1,500.00	0.00	0.00	1,500.00	0.00
206-040-861.000	VEHICLE EXPENSE	1,000.00	0.00	0.00	1,000.00	0.00
206-040-870.000	TRAINING AND SCHOOLS	7,000.00	1,434.14	125.28	5,565.86	20.49
206-040-910.000	INSURANCE/LIABILITY & PROP	11,500.00	11,315.11	0.00	184.89	98.39
206-040-911.000	WORKERS COMPENSATION	3,000.00	3,345.12	0.00	(345.12)	111.50
206-040-940.000	BUILDING RENTAL/MAIN	30,000.00	0.00	0.00	30,000.00	0.00
206-040-970.000	CAPITAL OUTLAY	31,000.00	0.00	0.00	31,000.00	0.00
206-040-976.000	FIRE TRUCK REPLACEMENT	45,000.00	0.00	0.00	45,000.00	0.00
Total Dept 040 - EXPENDITURES		323,400.00	95,740.58	18,141.46	227,659.42	29.60
TOTAL EXPENDITURES		323,400.00	95,740.58	18,141.46	227,659.42	29.60
Fund 206 - FIRE FUND:						
TOTAL REVENUES		323,400.00	37,868.55	20,000.01	285,531.45	11.71
TOTAL EXPENDITURES		323,400.00	95,740.58	18,141.46	227,659.42	29.60
NET OF REVENUES & EXPENDITURES		0.00	(57,872.03)	1,858.55	57,872.03	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 209 - CEMETERY FUND						
Revenues						
Dept 030 - REVENUES						
209-030-633.000	CHARGES FOR LOTS/SERVICES	20,000.00	16,352.50	375.00	3,647.50	81.76
209-030-691.000	TRANSFERS FROM GENERAL FUND	40,050.00	27,506.27	3,052.31	12,543.73	68.68
Total Dept 030 - REVENUES		60,050.00	43,858.77	3,427.31	16,191.23	73.04
TOTAL REVENUES		60,050.00	43,858.77	3,427.31	16,191.23	73.04
Expenditures						
Dept 040 - EXPENDITURES						
209-040-705.000	SALARIES/WAGES	9,000.00	4,301.21	465.37	4,698.79	47.79
209-040-709.000	OVERTIME	1,500.00	1,149.97	0.00	350.03	76.66
209-040-713.000	MEDICAL INSURANCE	800.00	739.07	110.56	60.93	92.38
209-040-714.000	SOCIAL SECURITY	800.00	403.95	33.61	396.05	50.49
209-040-715.000	CLEARING A/C RETIREMENT	0.00	200.82	22.85	(200.82)	100.00
209-040-727.000	SUPPLIES	2,000.00	1,133.71	0.00	866.29	56.69
209-040-730.000	REPAIRS/MAINTENANCE	10,000.00	407.50	20.00	9,592.50	4.08
209-040-740.000	TELEPHONE/UTILITIES	1,200.00	633.59	64.87	566.41	52.80
209-040-818.000	CONTRACTED SERVICES	25,000.00	22,275.00	3,125.00	2,725.00	89.10
209-040-860.000	MOTOR POOL	8,000.00	6,270.76	0.00	1,729.24	78.38
209-040-910.000	INSURANCE: LIABILITY/PROPERTY	550.00	909.96	0.00	(359.96)	165.45
209-040-911.000	INSURANCE: WORKERS COMP	1,200.00	1,115.04	0.00	84.96	92.92
Total Dept 040 - EXPENDITURES		60,050.00	39,540.58	3,842.26	20,509.42	65.85
TOTAL EXPENDITURES		60,050.00	39,540.58	3,842.26	20,509.42	65.85
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		60,050.00	43,858.77	3,427.31	16,191.23	73.04
TOTAL EXPENDITURES		60,050.00	39,540.58	3,842.26	20,509.42	65.85
NET OF REVENUES & EXPENDITURES		0.00	4,318.19	(414.95)	(4,318.19)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 210 - AMBULANCE FUND						
Revenues						
Dept 030 - REVENUES						
210-030-626.000	CONTRACTUALS-MEDCD/MEDCR/BCBS	560,320.00	314,118.50	23,902.50	246,201.50	56.06
210-030-628.000	CONTRACT SERVICES	0.00	59,959.17	0.00	(59,959.17)	100.00
210-030-680.000	TOWNSHIP PARTICIPATION	87,956.00	(71,197.32)	0.00	159,153.32	(80.95)
210-030-690.000	DONATIONS	1,000.00	200.00	0.00	800.00	20.00
210-030-691.000	TRANSFERS FROM GENERAL FUND	87,956.00	84,784.48	9,474.59	3,171.52	96.39
Total Dept 030 - REVENUES		737,232.00	387,864.83	33,377.09	349,367.17	52.61
Dept 032 - REVENUES						
210-032-626.000	BOYNE VALLEY CONTRACTUALS	0.00	108,384.48	22,375.98	(108,384.48)	100.00
Total Dept 032 - REVENUES		0.00	108,384.48	22,375.98	(108,384.48)	100.00
Dept 040 - EXPENDITURES						
210-040-400.000	ALLOCATED TO FUND BALANCE	(33,880.00)	0.00	0.00	(33,880.00)	0.00
Total Dept 040 - EXPENDITURES		(33,880.00)	0.00	0.00	(33,880.00)	0.00
TOTAL REVENUES		703,352.00	496,249.31	55,753.07	207,102.69	70.55
Expenditures						
Dept 040 - EXPENDITURES						
210-040-707.000	WAGES	351,518.00	309,124.72	38,209.84	42,393.28	87.94
210-040-712.000	INSURANCE/LIFE, AD&D	300.00	100.90	10.78	199.10	33.63
210-040-713.000	MEDICAL INSURANCE	7,000.00	3,528.10	0.00	3,471.90	50.40
210-040-714.000	SOCIAL SECURITY	35,000.00	24,123.67	3,002.28	10,876.33	68.92
210-040-715.000	PENSION	5,244.00	3,011.39	381.70	2,232.61	57.43
210-040-716.000	UNEMPLOYMENT INSURANCE	5.00	0.00	0.00	5.00	0.00
210-040-719.000	VACATION/SICK EXPENSE	2,000.00	3,578.40	1,192.80	(1,578.40)	178.92
210-040-727.000	MEDICAL SUPPLIES	21,600.00	26,283.21	1,802.74	(4,683.21)	121.68
210-040-730.000	REPAIRS & MAINTENANCE	5,500.00	5,020.92	712.46	479.08	91.29
210-040-735.000	GAS & OIL	5,800.00	4,977.29	443.11	822.71	85.82
210-040-740.000	UTILITIES	2,500.00	1,412.91	220.64	1,087.09	56.52
210-040-819.000	CONTRACTED SERVICES-BILLING	11,700.00	8,000.00	1,760.00	3,700.00	68.38
210-040-850.000	RADIOS	1,500.00	0.00	0.00	1,500.00	0.00
210-040-854.000	UNIFORMS	3,500.00	1,378.39	0.00	2,121.61	39.38
210-040-860.000	MOTOR POOL	4,000.00	1,874.61	0.00	2,125.39	46.87
210-040-870.000	TRAINING	10,000.00	7,749.72	0.00	2,250.28	77.50
210-040-910.000	INSURANCE: LIABILITY/PROPERTY	3,500.00	4,031.50	0.00	(531.50)	115.19
210-040-911.000	INSURANCE: WORKERS COMP	4,254.00	5,575.20	0.00	(1,321.20)	131.06
210-040-940.000	FACILITIES RENT	25,000.00	0.00	0.00	25,000.00	0.00
210-040-957.000	BAD DEBT (UNCOLLECTIBLE)	35,780.00	13,075.65	0.00	22,704.35	36.54
210-040-957.100	BOYNE VALLEY BAD DEBT	0.00	14,345.66	1,025.00	(14,345.66)	100.00
210-040-970.000	CAPITAL OUTLAY/EQUIPMENT	15,000.00	0.00	0.00	15,000.00	0.00
210-040-971.000	VEHICLE REPLACEMENT	20,000.00	0.00	0.00	20,000.00	0.00
210-040-990.100	REPAYMENT TO GENERAL FUND PRIOR YR	132,651.00	0.00	0.00	132,651.00	0.00
210-040-999.000	CONTRACTUAL-MEDCD/MEDCR/BCBS	0.00	135,389.69	13,771.24	(135,389.69)	100.00
210-040-999.100	BOYNE VALLEY CONTRACTUALS	0.00	39,404.61	7,883.69	(39,404.61)	100.00
Total Dept 040 - EXPENDITURES		703,352.00	611,986.54	70,416.28	91,365.46	87.01

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 210 - AMBULANCE FUND								
Expenditures								
TOTAL EXPENDITURES		703,352.00	611,986.54	70,416.28	91,365.46	87.01		
Fund 210 - AMBULANCE FUND:								
TOTAL REVENUES		703,352.00	496,249.31	55,753.07	207,102.69	70.55		
TOTAL EXPENDITURES		703,352.00	611,986.54	70,416.28	91,365.46	87.01		
NET OF REVENUES & EXPENDITURES		0.00	(115,737.23)	(14,663.21)	115,737.23	100.00		

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 211 - SPECIAL PROJECTS FUND						
Revenues						
Dept 030 - REVENUES						
211-030-630.500	ARCHERY RANGE / DONATIONS	0.00	25.00	0.00	(25.00)	100.00
211-030-675.200	DOG PARK CONTRIBUTIONS	0.00	12,452.97	0.00	(12,452.97)	100.00
Total Dept 030 - REVENUES		0.00	12,477.97	0.00	(12,477.97)	100.00
TOTAL REVENUES		0.00	12,477.97	0.00	(12,477.97)	100.00
Expenditures						
Dept 040 - EXPENDITURES						
211-040-970.150	MEMORIAL BENCH	0.00	1,539.74	0.00	(1,539.74)	100.00
Total Dept 040 - EXPENDITURES		0.00	1,539.74	0.00	(1,539.74)	100.00
TOTAL EXPENDITURES		0.00	1,539.74	0.00	(1,539.74)	100.00
Fund 211 - SPECIAL PROJECTS FUND:						
TOTAL REVENUES		0.00	12,477.97	0.00	(12,477.97)	100.00
TOTAL EXPENDITURES		0.00	1,539.74	0.00	(1,539.74)	100.00
NET OF REVENUES & EXPENDITURES		0.00	10,938.23	0.00	(10,938.23)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 213 - FARMERS MARKET FUND						
Revenues						
Dept 030 - REVENUES						
213-030-579.000	GRANTS-STATE/FEDERAL	(1,285.00)	2,000.00	0.00	(3,285.00)	(155.64)
213-030-642.000	MISC INCOME	10,500.00	3,943.37	0.00	6,556.63	37.56
213-030-642.100	BAG SALES	0.00	120.00	0.00	(120.00)	100.00
213-030-642.150	DONATIONS	0.00	31.00	0.00	(31.00)	100.00
213-030-642.250	FOOD TRUCK RALLY	12,000.00	15,072.95	0.00	(3,072.95)	125.61
213-030-642.500	POINSETTIA SALES	300.00	0.00	0.00	300.00	0.00
213-030-642.650	MARKET MONEY PURCHASE\	100.00	0.00	0.00	100.00	0.00
213-030-642.700	DAILY VENDOR FEE	25,725.00	550.00	0.00	25,175.00	2.14
213-030-642.725	VENDOR FEE SUMMER 10 FT	0.00	3,175.00	0.00	(3,175.00)	100.00
213-030-642.750	VENDOR FEE-SUMMER 20 FT	0.00	20,225.00	0.00	(20,225.00)	100.00
213-030-642.775	VENDOR FEE - WINTER	3,000.00	1,760.00	720.00	1,240.00	58.67
Total Dept 030 - REVENUES		50,340.00	46,877.32	720.00	3,462.68	93.12
TOTAL REVENUES		50,340.00	46,877.32	720.00	3,462.68	93.12
Expenditures						
Dept 040 - EXPENDITURES						
213-040-705.000	SALARIES - PLANNING	21,060.00	8,739.70	654.50	12,320.30	41.50
213-040-714.000	SOCIAL SECURITY	1,600.00	668.58	50.07	931.42	41.79
213-040-716.000	UNEMPLOYMENT INSURANCE	5.00	4.90	0.00	0.10	98.00
213-040-727.000	SUPPLIES	500.00	260.42	163.57	239.58	52.08
213-040-731.000	POSTAGE	50.00	0.00	0.00	50.00	0.00
213-040-732.000	MEMBERSHIP DUES/MML	400.00	0.00	0.00	400.00	0.00
213-040-750.150	BAG MATERIALS	0.00	341.15	0.00	(341.15)	100.00
213-040-750.250	FOOD TRUCK RALLY	12,000.00	8,277.42	0.00	3,722.58	68.98
213-040-750.260	POINSETTIA FUNDRAISER	300.00	0.00	0.00	300.00	0.00
213-040-750.300	MARKET MONEY	400.00	0.00	0.00	400.00	0.00
213-040-750.350	OUTDOOR MARKET	350.00	62.00	0.00	288.00	17.71
213-040-750.360	OUTDOOR MARKET MUSIC	975.00	787.50	0.00	187.50	80.77
213-040-750.370	SNAP REIMBURSEMENT	3,000.00	1,363.00	143.00	1,637.00	45.43
213-040-750.380	DOUBLE UP FOOD BUCKS	2,500.00	1,268.00	44.00	1,232.00	50.72
213-040-750.390	SENIOR PROJECT FRESH	2,500.00	2,322.00	608.00	178.00	92.88
213-040-750.400	WIC	2,500.00	1,667.00	255.00	833.00	66.68
213-040-870.000	TRAINING AND SCHOOLS	500.00	0.00	0.00	500.00	0.00
213-040-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	1,000.00	940.50	500.50	59.50	94.05
213-040-900.400	WINTER PROMOTION	700.00	20.05	0.00	679.95	2.86
Total Dept 040 - EXPENDITURES		50,340.00	26,722.22	2,418.64	23,617.78	53.08
TOTAL EXPENDITURES		50,340.00	26,722.22	2,418.64	23,617.78	53.08
Fund 213 - FARMERS MARKET FUND:						
TOTAL REVENUES		50,340.00	46,877.32	720.00	3,462.68	93.12
TOTAL EXPENDITURES		50,340.00	26,722.22	2,418.64	23,617.78	53.08
NET OF REVENUES & EXPENDITURES		0.00	20,155.10	(1,698.64)	(20,155.10)	100.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 226 - RUBBISH COLLECTION FUND						
Revenues						
Dept 030 - REVENUES						
226-030-691.000	TRANSFER IN FROM GENERAL FUND	0.00	62,769.52	0.00	(62,769.52)	100.00
Total Dept 030 - REVENUES		0.00	62,769.52	0.00	(62,769.52)	100.00
TOTAL REVENUES		0.00	62,769.52	0.00	(62,769.52)	100.00
Expenditures						
Dept 040 - EXPENDITURES						
226-040-818.000	CONTRACTED SERVICES	0.00	62,860.00	0.00	(62,860.00)	100.00
Total Dept 040 - EXPENDITURES		0.00	62,860.00	0.00	(62,860.00)	100.00
TOTAL EXPENDITURES		0.00	62,860.00	0.00	(62,860.00)	100.00
Fund 226 - RUBBISH COLLECTION FUND:						
TOTAL REVENUES		0.00	62,769.52	0.00	(62,769.52)	100.00
TOTAL EXPENDITURES		0.00	62,860.00	0.00	(62,860.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(90.48)	0.00	90.48	100.00

User: Cindy

DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 242 - BOYNE THUNDER FUND						
Revenues						
Dept 030 - REVENUES						
242-030-675.000	REVENUES	0.00	2,100.00	0.00	(2,100.00)	100.00
242-030-676.200	REGISTRATIONS	60,000.00	0.00	0.00	60,000.00	0.00
242-030-676.201	REGISTRATIONS 2018	0.00	91,447.46	0.00	(91,447.46)	100.00
242-030-676.220	50 / 50 DRAWING PROCEEDS	1,000.00	2,080.00	0.00	(1,080.00)	208.00
242-030-676.250	AUCTION PROCEEDS	50,000.00	598.00	0.00	49,402.00	1.20
242-030-676.270	BAR PROCEEDS	15,000.00	14,448.70	0.00	551.30	96.32
242-030-676.280	DINNER PROCEEDS	7,000.00	0.00	0.00	7,000.00	0.00
242-030-676.285	FOOD TRUCK REGISTRATIONS	800.00	900.00	0.00	(100.00)	112.50
242-030-676.290	MERCHANDISE SALES	20,000.00	26,327.75	0.00	(6,327.75)	131.64
242-030-676.295	ROOM RENTAL REVENUES	4,000.00	0.00	0.00	4,000.00	0.00
242-030-676.340	SPONSORSHIP	154,450.00	0.00	0.00	154,450.00	0.00
242-030-676.341	SPONSORSHIPS 2018	0.00	25,888.00	0.00	(25,888.00)	100.00
Total Dept 030 - REVENUES		312,250.00	163,789.91	0.00	148,460.09	52.45
TOTAL REVENUES		312,250.00	163,789.91	0.00	148,460.09	52.45
Expenditures						
Dept 040 - EXPENDITURES						
242-040-811.000	BOYNE THUNDER EXPENDITURES	0.00	2,000.00	0.00	(2,000.00)	100.00
242-040-811.200	MERCHANDISE	30,000.00	25,097.44	0.00	4,902.56	83.66
242-040-811.210	CAMP QUALITY	60,000.00	67,380.40	67,380.40	(7,380.40)	112.30
242-040-811.215	CHALLENGE MOUNTAIN	11,000.00	12,250.98	12,250.98	(1,250.98)	111.37
242-040-811.220	CONTRACT LABOR	2,000.00	3,637.50	0.00	(1,637.50)	181.88
242-040-811.240	INSURANCE	4,500.00	1,506.00	0.00	2,994.00	33.47
242-040-811.250	LICENSES AND PERMITS	100.00	0.00	0.00	100.00	0.00
242-040-811.260	MEALS AND ENTERTAINMENT	100,000.00	106,958.32	0.00	(6,958.32)	106.96
242-040-811.265	ALCOHOL / LIQUOR EXPENSE	8,000.00	5,838.69	0.00	2,161.31	72.98
242-040-811.270	ADVERTISING AND PUBLISHING	6,000.00	3,301.83	0.00	2,698.17	55.03
242-040-811.290	SALES TAX	800.00	0.00	0.00	800.00	0.00
242-040-811.300	SUPPLIES	5,000.00	2,494.15	0.00	2,505.85	49.88
242-040-811.305	UTILITIES / WEB DESIGN	500.00	293.17	275.00	206.83	58.63
242-040-811.310	TENT & STORAGE RENTAL	8,250.00	9,359.00	0.00	(1,109.00)	113.44
242-040-811.320	UTILITIES	1,100.00	1,339.75	0.00	(239.75)	121.80
242-040-811.350	PRIZES PAID	10,000.00	8,500.00	0.00	1,500.00	85.00
242-040-811.360	DOCKAGE FEES	5,500.00	4,709.50	0.00	790.50	85.63
242-040-811.380	AUCTION EXPENSES	5,000.00	300.00	0.00	4,700.00	6.00
242-040-811.385	AERIAL FILMING	12,000.00	23,630.17	0.00	(11,630.17)	196.92
242-040-811.390	PAYPAL EXPENSES	2,500.00	1,484.71	0.00	1,015.29	59.39
242-040-811.395	TRANSFER TO MAIN STREET FUND	40,000.00	42,878.43	42,878.43	(2,878.43)	107.20
Total Dept 040 - EXPENDITURES		312,250.00	322,960.04	122,784.81	(10,710.04)	103.43
TOTAL EXPENDITURES		312,250.00	322,960.04	122,784.81	(10,710.04)	103.43
Fund 242 - BOYNE THUNDER FUND:						
TOTAL REVENUES		312,250.00	163,789.91	0.00	148,460.09	52.45
TOTAL EXPENDITURES		312,250.00	322,960.04	122,784.81	(10,710.04)	103.43
NET OF REVENUES & EXPENDITURES		0.00	(159,170.13)	(122,784.81)	159,170.13	100.00

User: Cindy
DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 030 - REVENUES						
248-030-400.000	ALLOCATION FROM CUR YR FD BAL	19,156.00	0.00	0.00	19,156.00	0.00
248-030-405.000	CURRENT YEAR TAXES	292,263.00	220,707.92	0.00	71,555.08	75.52
248-030-670.000	PROMOTIONS COMMITTEE REVENUE	15,000.00	6,670.00	0.00	8,330.00	44.47
248-030-670.100	BOYNE APPETIT	4,000.00	0.00	0.00	4,000.00	0.00
248-030-670.300	WALKABOUT SCULPTURE SHOW	3,000.00	0.00	0.00	3,000.00	0.00
248-030-675.000	CONTRIBUTIONS	0.00	3.31	0.00	(3.31)	100.00
248-030-676.000	SPECIAL EVENTS - POKER RUN	40,000.00	42,878.43	42,878.43	(2,878.43)	107.20
Total Dept 030 - REVENUES		373,419.00	270,259.66	42,878.43	103,159.34	72.37
TOTAL REVENUES		373,419.00	270,259.66	42,878.43	103,159.34	72.37
Expenditures						
Dept 731 - EXPENDITURES						
248-731-705.000	SALARIES/WAGES	64,262.00	30,063.67	4,227.03	34,198.33	46.78
248-731-712.000	INSURANCE: LIFE/AD&D	250.00	118.98	16.60	131.02	47.59
248-731-713.000	MEDICAL INSURANCE	7,056.00	3,528.10	0.00	3,527.90	50.00
248-731-714.000	SOCIAL SECURITY	4,884.00	2,950.28	353.81	1,933.72	60.41
248-731-715.000	PENSION	4,242.00	2,558.37	318.34	1,683.63	60.31
248-731-716.000	UNEMPLOYMENT	10.00	3.66	0.00	6.34	36.60
248-731-719.000	SICK/VACATION	3,058.00	4,974.00	397.92	(1,916.00)	162.66
248-731-727.000	OFFICE SUPPLIES	1,000.00	165.70	0.00	834.30	16.57
248-731-728.000	OFFICE OPERATING EXPENSES	0.00	28.68	0.00	(28.68)	100.00
248-731-730.000	REPAIRS/MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
248-731-732.000	MEMBERSHIP DUES	3,350.00	3,000.00	0.00	350.00	89.55
248-731-740.000	UTILITIES/INTERNET SERVICE	732.00	518.62	80.28	213.38	70.85
248-731-750.000	ADMINISTRATIVE FEE	7,500.00	0.00	0.00	7,500.00	0.00
248-731-760.000	DESIGN COMM EXPENSES	2,250.00	290.00	0.00	1,960.00	12.89
248-731-762.000	DESIGN CAPITAL IMPROVEMENTS	77,500.00	15,177.50	10,000.00	62,322.50	19.58
248-731-763.000	STREETSCAPE AMENITIES	30,000.00	22,234.09	8,746.76	7,765.91	74.11
248-731-782.000	BUSINESS RECRUITMENT/RETENTION	8,500.00	1,521.81	0.00	6,978.19	17.90
248-731-812.000	ORGANIZATION COMM EXPENSES	1,500.00	2,866.61	383.15	(1,366.61)	191.11
248-731-870.000	EDUCATION/TRAVEL	5,925.00	2,779.87	125.00	3,145.13	46.92
248-731-900.000	ADVERTISING/PUBLISHING	15,000.00	9,069.26	415.25	5,930.74	60.46
248-731-902.000	PROMOTIONS COMMITTEE EXPENSES	12,000.00	2,811.85	400.00	9,188.15	23.43
248-731-910.000	PROMOTIONS COMMITTEE EVENTS	16,000.00	7,087.43	475.11	8,912.57	44.30
248-731-910.100	BOYNE APPETIT	4,000.00	0.00	0.00	4,000.00	0.00
248-731-910.200	WALKABOUT SCULPTURE SHOW	3,000.00	0.00	0.00	3,000.00	0.00
248-731-910.300	STROLL THE STRETS	16,000.00	12,893.40	(1,175.00)	3,106.60	80.58
248-731-940.000	FACILITIES RENT	8,400.00	3,850.00	550.00	4,550.00	45.83
248-731-942.000	SERVICE MAINTENANCE FEE	75,000.00	0.00	0.00	75,000.00	0.00
Total Dept 731 - EXPENDITURES		373,419.00	128,491.88	25,314.25	244,927.12	34.41
TOTAL EXPENDITURES		373,419.00	128,491.88	25,314.25	244,927.12	34.41
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		373,419.00	270,259.66	42,878.43	103,159.34	72.37
TOTAL EXPENDITURES		373,419.00	128,491.88	25,314.25	244,927.12	34.41
NET OF REVENUES & EXPENDITURES		0.00	141,767.78	17,564.18	(141,767.78)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDT USED
			NORMAL	(ABNORMAL)	MONTH 11/30/2019	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 251 - LDFA FUND						
Revenues						
Dept 000						
251-000-400.000	ALLOCATION FROM CUR YR FD BAL	101,156.00	0.00	0.00	101,156.00	0.00
Total Dept 000		101,156.00	0.00	0.00	101,156.00	0.00
Dept 030 - REVENUES						
251-030-402.000	PROPERTY TAX COLLECTIONS	150,344.00	125,295.12	0.00	25,048.88	83.34
Total Dept 030 - REVENUES		150,344.00	125,295.12	0.00	25,048.88	83.34
TOTAL REVENUES		251,500.00	125,295.12	0.00	126,204.88	49.82
Expenditures						
Dept 040 - EXPENDITURES						
251-040-740.000	UTILITIES	0.00	64.29	10.53	(64.29)	100.00
251-040-750.000	ADMINISTRATIVE FEE	500.00	0.00	0.00	500.00	0.00
251-040-808.000	COMMUNITY PROMOTION	30,000.00	6,500.00	0.00	23,500.00	21.67
251-040-818.000	ENGINEERING	2,500.00	0.00	0.00	2,500.00	0.00
251-040-819.000	PROFESSIONAL SERVICES	10,000.00	150.00	0.00	9,850.00	1.50
251-040-870.000	TRAINING/TRAVEL	500.00	0.00	0.00	500.00	0.00
251-040-900.000	ADVERTISING/PUBLISHING	3,000.00	2,775.00	0.00	225.00	92.50
251-040-968.000	DEPRECIATION	55,000.00	0.00	0.00	55,000.00	0.00
251-040-970.000	PROPERTY REPURCHASE	50,000.00	0.00	0.00	50,000.00	0.00
251-040-971.000	CAPITAL OUTLAY-ENTRANCE SIGN	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 040 - EXPENDITURES		251,500.00	9,489.29	10.53	242,010.71	3.77
TOTAL EXPENDITURES		251,500.00	9,489.29	10.53	242,010.71	3.77
Fund 251 - LDFA FUND:						
TOTAL REVENUES		251,500.00	125,295.12	0.00	126,204.88	49.82
TOTAL EXPENDITURES		251,500.00	9,489.29	10.53	242,010.71	3.77
NET OF REVENUES & EXPENDITURES		0.00	115,805.83	(10.53)	(115,805.83)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 285 - MARINA FUND						
Revenues						
Dept 000						
285-000-400.000	ALLOCATION FROM CUR YR FD BAL	15,700.00	0.00	0.00	15,700.00	0.00
Total Dept 000		15,700.00	0.00	0.00	15,700.00	0.00
Dept 030 - REVENUES						
285-030-624.000	BOAT TRAILER PARKING / AIRPORT	700.00	1,475.00	0.00	(775.00)	210.71
285-030-628.000	MARINA USER FEES/SEASONAL	60,000.00	24,307.00	(2,793.00)	35,693.00	40.51
285-030-629.000	MARINA USER FEES	50,000.00	56,261.99	(478.06)	(6,261.99)	112.52
285-030-630.000	LAUNCH RAMP USER FEES	16,000.00	17,020.39	0.00	(1,020.39)	106.38
285-030-631.000	WATER STREET MARINA REVENUES	20,000.00	19,988.11	402.11	11.89	99.94
285-030-631.100	KRUEGER MARINA REVENUES	4,500.00	4,300.95	175.95	199.05	95.58
285-030-631.200	BOB KONUPEK MARINA	4,500.00	6,500.00	0.00	(2,000.00)	144.44
285-030-670.000	SALE OF ICE/MISC INCOME	1,500.00	1,663.50	0.00	(163.50)	110.90
285-030-680.000	GRANTS/STATE	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 030 - REVENUES		162,200.00	131,516.94	(2,693.00)	30,683.06	81.08
TOTAL REVENUES		177,900.00	131,516.94	(2,693.00)	46,383.06	73.93
Expenditures						
Dept 040 - EXPENDITURES						
285-040-705.000	SALARIES/WAGES	50,000.00	46,256.23	2,469.62	3,743.77	92.51
285-040-705.100	SALARIES - WATER STREET MARINA	6,500.00	8,092.00	0.00	(1,592.00)	124.49
285-040-709.000	OVERTIME	1,500.00	3,588.08	0.00	(2,088.08)	239.21
285-040-713.000	MEDICAL INSURANCE	700.00	650.08	162.57	49.92	92.87
285-040-714.000	SOCIAL SECURITY	4,600.00	4,420.74	185.94	179.26	96.10
285-040-715.000	PENSION COSTS	400.00	291.02	76.15	108.98	72.76
285-040-716.000	UNEMPLOYMENT COMPENSATION	200.00	26.90	0.00	173.10	13.45
285-040-727.000	SUPPLIES	6,500.00	6,486.08	285.43	13.92	99.79
285-040-727.100	SUPPLIES - WATER ST MARINA	500.00	0.00	0.00	500.00	0.00
285-040-727.200	WATER STREET MARINA REIMBURSEMENT	11,000.00	0.00	0.00	11,000.00	0.00
285-040-727.300	KRUEGER MARINA REIMBURSEMENT	2,300.00	0.00	0.00	2,300.00	0.00
285-040-727.350	KONUPEK	2,300.00	3,250.00	0.00	(950.00)	141.30
285-040-730.000	REPAIRS & MAINTENANCE	20,000.00	2,566.29	0.00	17,433.71	12.83
285-040-740.000	TELEPHONE/UTILITIES	12,000.00	7,710.78	1,930.21	4,289.22	64.26
285-040-754.000	UNIFORMS	500.00	590.65	0.00	(90.65)	118.13
285-040-818.000	CONTRACTED SERVICES	20,000.00	1,094.00	0.00	18,906.00	5.47
285-040-860.000	MOTOR POOL	3,500.00	805.16	0.00	2,694.84	23.00
285-040-870.000	TRAINING/TRAVEL	2,000.00	525.00	0.00	1,475.00	26.25
285-040-910.000	INSURANCE: LIABILITY/PROPERTY	1,300.00	909.96	0.00	390.04	70.00
285-040-911.000	INSURANCE: WORKERS COMP	1,100.00	1,115.04	0.00	(15.04)	101.37
285-040-970.000	CAPITAL OUTLAY/EQUIPMENT	5,000.00	5,117.49	0.00	(117.49)	102.35
285-040-975.000	BUILDINGS/EQUIPMENT	26,000.00	8,950.00	0.00	17,050.00	34.42
Total Dept 040 - EXPENDITURES		177,900.00	102,445.50	5,109.92	75,454.50	57.59
TOTAL EXPENDITURES		177,900.00	102,445.50	5,109.92	75,454.50	57.59

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 285 - MARINA FUND								
	TOTAL REVENUES	177,900.00	131,516.94	(2,693.00)	46,383.06	73.93		
	TOTAL EXPENDITURES	177,900.00	102,445.50	5,109.92	75,454.50	57.59		
	NET OF REVENUES & EXPENDITURES	0.00	29,071.44	(7,802.92)	(29,071.44)	100.00		

User: Cindy

DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 295 - AIRPORT FUND						
Revenues						
Dept 030 - REVENUES						
295-030-400.000	ALLOCATION FROM CUR YR FD BAL	3,986.00	0.00	0.00	3,986.00	0.00
295-030-625.000	AIRPORT GASOLINE SALES	65,000.00	70,911.49	1,903.29	(5,911.49)	109.09
295-030-630.100	DRAG RACE REGISTRATIONS	10,000.00	11,373.00	0.00	(1,373.00)	113.73
295-030-670.000	RENT	6,864.00	8,472.75	0.00	(1,608.75)	123.44
295-030-675.000	RENT - HANGAR	42,500.00	31,050.00	3,150.00	11,450.00	73.06
295-030-690.000	CHARGES FOR SERVICES/FEES	500.00	286.00	0.00	214.00	57.20
Total Dept 030 - REVENUES		128,850.00	122,093.24	5,053.29	6,756.76	94.76
TOTAL REVENUES		128,850.00	122,093.24	5,053.29	6,756.76	94.76
Expenditures						
Dept 040 - EXPENDITURES						
295-040-705.000	SALARIES/WAGES	6,250.00	3,715.21	273.24	2,534.79	59.44
295-040-713.000	MEDICAL INSURANCE	1,500.00	460.76	0.00	1,039.24	30.72
295-040-714.000	SOCIAL SECURITY	500.00	276.67	20.90	223.33	55.33
295-040-715.000	CLEARING A/C RETIREMENT	200.00	180.50	21.86	19.50	90.25
295-040-716.000	UNEMPLOYMENT COMPENSATION	100.00	0.00	0.00	100.00	0.00
295-040-727.000	SUPPLIES	5,000.00	282.14	0.00	4,717.86	5.64
295-040-730.000	REPAIRS/MAINTENANCE	3,000.00	7.78	0.00	2,992.22	0.26
295-040-736.000	AVIATION FUEL (FOR SALE)	60,000.00	0.00	0.00	60,000.00	0.00
295-040-740.000	TELEPHONE/UTILITIES	7,250.00	3,854.65	780.33	3,395.35	53.17
295-040-817.000	DRAG RACE EXPENSES	5,000.00	5,306.72	0.00	(306.72)	106.13
295-040-818.000	ENGINEERING	2,500.00	1,470.00	280.00	1,030.00	58.80
295-040-819.000	ENVIRONMENTAL	250.00	0.00	0.00	250.00	0.00
295-040-860.000	MOTOR POOL	8,000.00	4,126.54	93.90	3,873.46	51.58
295-040-870.000	TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
295-040-880.000	EVENTS	2,000.00	0.00	0.00	2,000.00	0.00
295-040-910.000	INSURANCE: LIABILITY/EQUIPMENT	5,000.00	4,736.47	0.00	263.53	94.73
295-040-911.000	INSURANCE: WORKERS COMP	300.00	278.76	0.00	21.24	92.92
295-040-970.000	CAPITAL OUTLAY/EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00
295-040-975.000	AIRPORT IMPROVEMENTS	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 040 - EXPENDITURES		128,850.00	24,696.20	1,470.23	104,153.80	19.17
TOTAL EXPENDITURES		128,850.00	24,696.20	1,470.23	104,153.80	19.17
Fund 295 - AIRPORT FUND:						
TOTAL REVENUES		128,850.00	122,093.24	5,053.29	6,756.76	94.76
TOTAL EXPENDITURES		128,850.00	24,696.20	1,470.23	104,153.80	19.17
NET OF REVENUES & EXPENDITURES		0.00	97,397.04	3,583.06	(97,397.04)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 370 - CITY FACILITIES DEBT FUND						
Revenues						
Dept 030 - REVENUES						
370-030-400.000	ALLOCATION FROM CUR YR FD BAL	10,482.00	0.00	0.00	10,482.00	0.00
370-030-402.000	PROPERTY TAX COLLECTION	430,856.00	404,281.53	1,369.53	26,574.47	93.83
Total Dept 030 - REVENUES		441,338.00	404,281.53	1,369.53	37,056.47	91.60
TOTAL REVENUES		441,338.00	404,281.53	1,369.53	37,056.47	91.60
Expenditures						
Dept 040 - EXPENDITURES						
370-040-970.000	INTEREST EXPENSE	176,338.00	88,168.75	0.00	88,169.25	50.00
370-040-990.000	PRINCIPAL	265,000.00	0.00	0.00	265,000.00	0.00
Total Dept 040 - EXPENDITURES		441,338.00	88,168.75	0.00	353,169.25	19.98
TOTAL EXPENDITURES		441,338.00	88,168.75	0.00	353,169.25	19.98
Fund 370 - CITY FACILITIES DEBT FUND:						
TOTAL REVENUES		441,338.00	404,281.53	1,369.53	37,056.47	91.60
TOTAL EXPENDITURES		441,338.00	88,168.75	0.00	353,169.25	19.98
NET OF REVENUES & EXPENDITURES		0.00	316,112.78	1,369.53	(316,112.78)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 410 - BOYNE SENIORS CENTER FUND						
Expenditures						
Dept 040 - EXPENDITURES						
410-040-910.000	LIABILITY INSURANCE	0.00	(69.23)	0.00	69.23	100.00
Total Dept 040 - EXPENDITURES		0.00	(69.23)	0.00	69.23	100.00
TOTAL EXPENDITURES		0.00	(69.23)	0.00	69.23	100.00
Fund 410 - BOYNE SENIORS CENTER FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	(69.23)	0.00	69.23	100.00
NET OF REVENUES & EXPENDITURES		0.00	69.23	0.00	(69.23)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 470 - CITY FACILITIES CONSTRUCTION FUND						
Revenues						
Dept 030 - REVENUES						
470-030-400.000	ALLOCATION FROM CUR YR FD BAL	35,000.00	0.00	0.00	35,000.00	0.00
470-030-664.000	INTEREST EARNINGS	15,000.00	12,239.41	2,238.26	2,760.59	81.60
Total Dept 030 - REVENUES		50,000.00	12,239.41	2,238.26	37,760.59	24.48
TOTAL REVENUES		50,000.00	12,239.41	2,238.26	37,760.59	24.48
Expenditures						
Dept 040 - EXPENDITURES						
470-040-970.000	CONSTRUCTION CITY FACILITIES	50,000.00	161.54	0.00	49,838.46	0.32
Total Dept 040 - EXPENDITURES		50,000.00	161.54	0.00	49,838.46	0.32
TOTAL EXPENDITURES		50,000.00	161.54	0.00	49,838.46	0.32
Fund 470 - CITY FACILITIES CONSTRUCTION FUND:						
TOTAL REVENUES		50,000.00	12,239.41	2,238.26	37,760.59	24.48
TOTAL EXPENDITURES		50,000.00	161.54	0.00	49,838.46	0.32
NET OF REVENUES & EXPENDITURES		0.00	12,077.87	2,238.26	(12,077.87)	100.00

User: Cindy
DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Revenues						
Dept 030 - REVENUES						
590-030-400.000	ALLOCATIONS FROM CUR YR FD BAL	300,485.00	0.00	0.00	300,485.00	0.00
590-030-403.000	DELQ ACCOUNTS - TAX ROLL	3,000.00	3,490.47	0.00	(490.47)	116.35
590-030-577.000	BOYNE USA GRANT REIMBURSEMENT	0.00	422,883.59	152,692.13	(422,883.59)	100.00
590-030-581.000	GRANTS - CDBG	494,000.00	0.00	0.00	494,000.00	0.00
590-030-581.100	SAW GRANT REVENUES	171,187.00	33,827.18	199.71	137,359.82	19.76
590-030-640.000	SOMMERSET RESERVE	0.00	3,698.73	0.00	(3,698.73)	100.00
590-030-641.000	WASTEWATER REVENUES	1,010,762.00	543,249.25	131,105.02	467,512.75	53.75
590-030-642.000	WASTEWATER CHGS/SVCS & FEES	4,000.00	1,066.02	0.00	2,933.98	26.65
590-030-643.000	WATER BILL PENALTIES	8,000.00	6,078.66	1,179.37	1,921.34	75.98
590-030-648.000	TAP IN FEES - WATER	10,000.00	20,995.50	0.00	(10,995.50)	209.96
590-030-664.000	INTEREST EARNINGS	1,700.00	0.00	0.00	1,700.00	0.00
590-030-690.000	MISCELLANOUS INCOME	0.00	1,500.00	0.00	(1,500.00)	100.00
590-030-691.000	SRF LOAN PAYMENT - BOYNE MTN	226,422.00	19,235.80	0.00	207,186.20	8.50
Total Dept 030 - REVENUES		2,229,556.00	1,056,025.20	285,176.23	1,173,530.80	47.36
TOTAL REVENUES		2,229,556.00	1,056,025.20	285,176.23	1,173,530.80	47.36
Expenditures						
Dept 590 - EXPENDITURES						
590-590-705.000	SALARIES- WASTEWATER	109,266.00	56,164.97	7,695.48	53,101.03	51.40
590-590-709.000	OVERTIME- WASTEWATER	9,000.00	5,886.17	420.00	3,113.83	65.40
590-590-711.000	SAFETY EQUIPMENT	750.00	425.79	0.00	324.21	56.77
590-590-712.000	INSURANCE COST	200.00	150.72	33.20	49.28	75.36
590-590-713.000	MEDICAL INSURANCE	26,164.00	12,464.75	1,635.97	13,699.25	47.64
590-590-714.000	SOCIAL SECURITY	8,588.00	5,248.77	665.82	3,339.23	61.12
590-590-715.000	PENSION	30,000.00	18,849.48	729.25	11,150.52	62.83
590-590-716.000	UNEMPLOYMENT INS	11.00	0.00	0.00	11.00	0.00
590-590-719.000	ACC/VACA SICK/WW	10,000.00	7,488.33	1,000.08	2,511.67	74.88
590-590-726.000	LAB SUPPLIES	6,000.00	4,725.81	698.26	1,274.19	78.76
590-590-727.000	SUPPLIES	7,500.00	2,400.27	589.72	5,099.73	32.00
590-590-730.000	EQUIPMENT/MAINTENANCE	60,000.00	53,219.05	635.00	6,780.95	88.70
590-590-731.000	POSTAGE	1,600.00	918.58	140.00	681.42	57.41
590-590-735.000	GAS/OIL	4,000.00	3,138.60	711.84	861.40	78.47
590-590-740.000	TELEPHONE/UTILITIES	130,000.00	64,498.08	9,525.94	65,501.92	49.61
590-590-745.000	CHEMICALS	35,000.00	20,493.60	0.00	14,506.40	58.55
590-590-750.000	ADMINISTRATIVE FEE	30,000.00	0.00	0.00	30,000.00	0.00
590-590-802.000	LEGAL FEES	1,000.00	0.00	0.00	1,000.00	0.00
590-590-808.000	ACCOUNTING/AUDIT	1,000.00	1,000.00	1,000.00	0.00	100.00
590-590-809.000	ENVIRONMENTAL SERVICE FEES	11,000.00	4,748.00	1,415.00	6,252.00	43.16
590-590-818.000	ENGINEERING	40,000.00	23,368.71	160.00	16,631.29	58.42
590-590-819.000	SRF	500.00	0.00	0.00	500.00	0.00
590-590-860.000	MOTOR POOL	7,000.00	2,266.75	0.00	4,733.25	32.38
590-590-861.000	VEHICLE EXPENSE	3,000.00	0.00	0.00	3,000.00	0.00
590-590-870.000	TRAINING/TRAVEL	3,000.00	1,191.90	95.00	1,808.10	39.73
590-590-900.000	PUBLISHING	250.00	0.00	0.00	250.00	0.00
590-590-910.000	LIAB/BUILDING INSURANCE	9,000.00	6,538.69	0.00	2,461.31	72.65
590-590-911.000	WORKERS COMPENSATION	2,700.00	3,345.12	0.00	(645.12)	123.89
590-590-968.000	DEPRECIATION EXPENSE	310,000.00	0.00	0.00	310,000.00	0.00
590-590-970.000	CAPITAL OUTLAY	187,330.00	0.00	0.00	187,330.00	0.00
590-590-971.000	SAW GRANT	171,187.00	83,001.26	222.43	88,185.74	48.49
590-590-981.000	SEWER LINE CONSTRUCTION	494,000.00	618,842.13	334,241.67	(124,842.13)	125.27
590-590-990.000	SRF PRINCIPLE EXPENSE	450,000.00	0.00	0.00	450,000.00	0.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Expenditures						
590-590-991.000	SRF INTEREST EXPENSE	70,510.00	35,254.72	0.00	35,255.28	50.00
Total Dept 590 - EXPENDITURES		<u>2,229,556.00</u>	<u>1,035,630.25</u>	<u>361,614.66</u>	<u>1,193,925.75</u>	<u>46.45</u>
TOTAL EXPENDITURES		<u>2,229,556.00</u>	<u>1,035,630.25</u>	<u>361,614.66</u>	<u>1,193,925.75</u>	<u>46.45</u>
Fund 590 - WASTEWATER FUND:						
TOTAL REVENUES		2,229,556.00	1,056,025.20	285,176.23	1,173,530.80	47.36
TOTAL EXPENDITURES		<u>2,229,556.00</u>	<u>1,035,630.25</u>	<u>361,614.66</u>	<u>1,193,925.75</u>	<u>46.45</u>
NET OF REVENUES & EXPENDITURES		0.00	20,394.95	(76,438.43)	(20,394.95)	100.00

User: Cindy
DB: Boyne City

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER FUND						
Revenues						
Dept 032 - REVENUES						
592-032-400.000	ALLOCATION FROM CUR YR FD BAL	179,606.00	0.00	0.00	179,606.00	0.00
592-032-403.000	DELINQUENT ACCOUNT/TAX ROLL	2,000.00	2,326.97	0.00	(326.97)	116.35
592-032-641.000	WATER USER FEES	655,178.00	362,786.90	138,442.37	292,391.10	55.37
592-032-642.000	WATER CHGS SERVICES & FEES	2,000.00	747.00	0.00	1,253.00	37.35
592-032-643.000	PENALTIES/LATE FEES	7,500.00	4,578.09	919.37	2,921.91	61.04
592-032-645.000	FIRE HYDRANT FEES	27,500.00	0.00	0.00	27,500.00	0.00
592-032-648.000	WATER TAP-IN FEES	20,000.00	22,830.30	(254.00)	(2,830.30)	114.15
592-032-664.000	INTEREST EARNINGS	500.00	0.00	0.00	500.00	0.00
592-032-672.000	SPECIAL ASSESSMENT	20,800.00	0.00	0.00	20,800.00	0.00
Total Dept 032 - REVENUES		915,084.00	393,269.26	139,107.74	521,814.74	42.98
TOTAL REVENUES		915,084.00	393,269.26	139,107.74	521,814.74	42.98
Expenditures						
Dept 592 - EXPENDITURES						
592-592-705.000	SALARIES- WATER DEPT	109,266.00	54,848.41	7,695.48	54,417.59	50.20
592-592-709.000	OVERTIME	16,000.00	7,627.77	1,032.56	8,372.23	47.67
592-592-711.000	SAFETY EQUIPMENT	1,000.00	406.17	0.00	593.83	40.62
592-592-712.000	INSURANCE COSTS - LIABILITY	200.00	150.72	33.20	49.28	75.36
592-592-713.000	MEDICAL INSURANCE	26,164.00	12,318.32	1,630.75	13,845.68	47.08
592-592-714.000	SOCIAL SECURITY	8,588.00	5,115.75	678.21	3,472.25	59.57
592-592-715.000	PENSION	30,000.00	18,697.25	742.29	11,302.75	62.32
592-592-716.000	UNEMPLOYMENT	11.00	0.00	0.00	11.00	0.00
592-592-719.000	ACC VACA/SICK	10,000.00	5,051.19	550.64	4,948.81	50.51
592-592-727.000	SUPPLIES/MATERIALS	20,000.00	13,423.21	2,993.95	6,576.79	67.12
592-592-728.000	METERS/MATERIALS	25,000.00	8,413.34	310.98	16,586.66	33.65
592-592-730.000	REPAIRS/MAINTENANCE	55,000.00	15,887.26	733.79	39,112.74	28.89
592-592-731.000	POSTAGE	1,600.00	907.79	140.00	692.21	56.74
592-592-735.000	GAS/OIL PURCHASES	7,000.00	2,620.10	252.24	4,379.90	37.43
592-592-740.000	TELEPHONE/UTILITIES	50,000.00	28,754.65	3,866.29	21,245.35	57.51
592-592-745.000	CHEMICALS	12,000.00	3,563.00	930.25	8,437.00	29.69
592-592-750.000	ADMINISTRATIVE FEE	30,000.00	0.00	0.00	30,000.00	0.00
592-592-808.000	ACCOUNTING AUDIT	1,500.00	1,500.00	1,500.00	0.00	100.00
592-592-809.000	ENVIRONMENTAL SERVICE FEES	9,000.00	3,418.02	240.00	5,581.98	37.98
592-592-818.000	ENGINEERING	15,000.00	7,566.56	0.00	7,433.44	50.44
592-592-860.000	MOTOR POOL	2,500.00	915.98	0.00	1,584.02	36.64
592-592-861.000	VEHICLE EXPENSE	4,000.00	260.83	137.50	3,739.17	6.52
592-592-870.000	TRAINING/TRAVEL	3,000.00	936.00	95.00	2,064.00	31.20
592-592-900.000	PUBLISHING	1,400.00	793.20	0.00	606.80	56.66
592-592-910.000	LIABILITY/BUILDING INSURANCE	3,800.00	4,645.86	0.00	(845.86)	122.26
592-592-911.000	WORKERS COMPENSATION	2,500.00	2,787.60	0.00	(287.60)	111.50
592-592-970.000	WATER SYSTEM CAPITAL OUTLAY	322,630.00	16,200.00	0.00	306,430.00	5.02
592-592-981.000	WATER LINE CONSTRUCTION	0.00	20,129.06	0.00	(20,129.06)	100.00
592-592-990.000	DWRP PRINCIPAL	105,000.00	0.00	0.00	105,000.00	0.00
592-592-990.100	WATER LINE EXTENSION PRINCIPAL	20,800.00	0.00	0.00	20,800.00	0.00
592-592-991.000	DWRP INTEREST	10,750.00	5,375.00	0.00	5,375.00	50.00
592-592-991.100	WATER LINE EXTENSION INTEREST	11,375.00	0.00	0.00	11,375.00	0.00
Total Dept 592 - EXPENDITURES		915,084.00	242,313.04	23,563.13	672,770.96	26.48
TOTAL EXPENDITURES		915,084.00	242,313.04	23,563.13	672,770.96	26.48

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER FUND						
Fund 592 - WATER FUND:						
	TOTAL REVENUES	915,084.00	393,269.26	139,107.74	521,814.74	42.98
	TOTAL EXPENDITURES	915,084.00	242,313.04	23,563.13	672,770.96	26.48
	NET OF REVENUES & EXPENDITURES	0.00	150,956.22	115,544.61	(150,956.22)	100.00

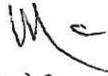
PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 661 - MOTOR POOL FUND						
Revenues						
Dept 030 - REVENUES						
661-030-400.000	ALLOCATION FROM CUR YR FD BAL	165,514.00	0.00	0.00	165,514.00	0.00
661-030-608.000	BILLINGS WATER/WW FUND	9,500.00	510.14	0.00	8,989.86	5.37
661-030-609.000	BILLINGS MAJOR STREET	80,000.00	29,718.82	7,931.01	50,281.18	37.15
661-030-610.000	BILLINGS LOCAL STREET	101,600.00	41,421.67	8,466.38	60,178.33	40.77
661-030-611.000	BILLINGS GENERAL FUND	75,700.00	66,469.80	3,448.01	9,230.20	87.81
661-030-612.000	BILLINGS AIRPORT FUND	8,000.00	4,126.54	93.90	3,873.46	51.58
661-030-614.000	BILLINGS TO MARINA FUND	3,500.00	805.16	0.00	2,694.84	23.00
661-030-615.000	BILLINGS TO CEMETERY FUND	8,000.00	6,270.76	0.00	1,729.24	78.38
661-030-673.000	EQUIPMENT SALES	5,000.00	15,000.00	0.00	(10,000.00)	300.00
661-030-690.000	MISCELLANOUS INCOME	12,000.00	8,000.00	0.00	4,000.00	66.67
Total Dept 030 - REVENUES		468,814.00	172,322.89	19,939.30	296,491.11	36.76
TOTAL REVENUES		468,814.00	172,322.89	19,939.30	296,491.11	36.76
Expenditures						
Dept 000						
661-000-714.000	CLEARING A/C-SOCIAL SECURITY	0.00	52.02	0.00	(52.02)	100.00
Total Dept 000		0.00	52.02	0.00	(52.02)	100.00
Dept 040 - EXPENDITURES						
661-040-705.000	SALARIES- MOTOR POOL	1,500.00	2,416.34	877.13	(916.34)	161.09
661-040-706.000	SALARIES- COMPOST	5,000.00	6,518.99	751.18	(1,518.99)	130.38
661-040-709.000	OVERTIME- MOTOR POOL	5,000.00	182.08	0.00	4,817.92	3.64
661-040-713.000	MEDICAL INSURANCE	1,248.00	1,314.81	348.69	(66.81)	105.35
661-040-714.000	SOCIAL SECURITY	566.00	672.05	116.49	(106.05)	118.74
661-040-715.000	PENSION	20,000.00	13,521.21	107.85	6,478.79	67.61
661-040-727.000	SUPPLIES	27,000.00	13,969.97	1,687.32	13,030.03	51.74
661-040-730.000	EQUIPMENT MAINTENANCE	45,000.00	4,948.27	3,016.24	40,051.73	11.00
661-040-735.000	GAS AND OIL	30,000.00	10,998.53	1,202.82	19,001.47	36.66
661-040-740.000	TELEPHONE/UTILITIES	17,000.00	6,575.44	1,545.41	10,424.56	38.68
661-040-750.000	ADMINISTRATIVE FEE	5,500.00	0.00	0.00	5,500.00	0.00
661-040-818.000	CONTRACTED SERVICES	30,000.00	15,546.18	2,167.59	14,453.82	51.82
661-040-910.000	INSURANCE	11,000.00	11,315.16	0.00	(315.16)	102.87
661-040-911.000	INSURANCE/WORKERS COMPENSATION	1,000.00	0.00	0.00	1,000.00	0.00
661-040-968.000	DEPRECIATION	62,000.00	0.00	0.00	62,000.00	0.00
661-040-970.000	EQUIPMENT PURCHASES	207,000.00	750.00	0.00	206,250.00	0.36
Total Dept 040 - EXPENDITURES		468,814.00	88,729.03	11,820.72	380,084.97	18.93
TOTAL EXPENDITURES		468,814.00	88,781.05	11,820.72	380,032.95	18.94
Fund 661 - MOTOR POOL FUND:						
TOTAL REVENUES		468,814.00	172,322.89	19,939.30	296,491.11	36.76
TOTAL EXPENDITURES		468,814.00	88,781.05	11,820.72	380,032.95	18.94
NET OF REVENUES & EXPENDITURES		0.00	83,541.84	8,118.58	(83,541.84)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	11/30/2019 NORMAL (ABNORMAL)	MONTH 11/30/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 701 - TRUST & AGENCY FUND						
Expenditures						
Dept 000						
701-000-791.000	GENERAL FUND TRAILER PARK FEES	0.00	(76.00)	0.00	76.00	100.00
701-000-792.000	TRAILER PARK FEES DUE COUNTY	0.00	(76.00)	0.00	76.00	100.00
701-000-793.000	TRAILER PARK FEES DUE SCH/COUNTY	0.00	(3,040.00)	(456.00)	3,040.00	100.00
Total Dept 000		0.00	(3,192.00)	(456.00)	3,192.00	100.00
TOTAL EXPENDITURES		0.00	(3,192.00)	(456.00)	3,192.00	100.00
Fund 701 - TRUST & AGENCY FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	(3,192.00)	(456.00)	3,192.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	3,192.00	456.00	(3,192.00)	100.00
TOTAL REVENUES - ALL FUNDS		15,088,242.00	8,248,287.89	923,874.40	6,839,954.11	54.67
TOTAL EXPENDITURES - ALL FUNDS		15,088,242.00	7,728,717.86	1,639,507.58	7,359,524.14	51.22
NET OF REVENUES & EXPENDITURES		0.00	519,570.03	(715,633.18)	(519,570.03)	100.00

To: Michael Cain, City Manager



From: Kevn Spate, Police Chief



Date: 1-8-2020

RE: Christie Hoenicke recognition

In December Ofc. Hoenicke graduated the Shield Institute, Command Level 1 training course. This course is an intensive 80 hour college level class. It covered many aspects of front line supervision. Officer Hoenicke attended this training over a 4 month period, during this time she had to travel downstate for class and spend time away from home. There was a significant amount of work outside the classroom in addition to the classroom portion. She did an excellent job and was spoken highly of by her instructors and classmates. This course will serve Christie and the department well. I would like to recognize and congratulate Ofc. Hoenicke on an outstanding job.

CITY OF BOYNE CITY

To: Michael Cain, City Manager *MC*
From: Tim Faas, Director of Public Works *TF*
Date: January 10, 2020
Subject: **Public Hearing on City of Boyne City
Parks & Recreation Master Plan 2020-2024**



BACKGROUND:

In October 2019, the City Commission retained the services of Beckett & Raeder to assist with soliciting the necessary public input in order to develop a new Parks & Recreation Master Plan for the five year planning period of 2020 through 2024.

On December 9, 2019 the Draft Plan was published on the city website and made available for the thirty (30) day minimum public comment period as required. A survey was made available to the public through emailed newsletters, hard copies, posted on the City website and our social media pages to solicit public input. On December 12, 2019 the Parks & Recreation Commission reviewed the Initial Draft Plan. On January 9, 2020 the Parks & Recreation Commission reviewed the Final Draft Plan and recommend the City Commission adopt the plan.

The final step in the public input process is to conduct a public hearing on the Master Plan on January 14, 2020 at 7 PM at the regular meeting of the City Commission. The final Master Plan must be uploaded to the State of Michigan DNR website before February 1, 2020.

RECOMMENDATION:

It is my recommendation that the City Commission conduct a Public Hearing for consideration of input on the Parks & Recreation Master Plan 2020-2024.

OPTIONS:

1. That this matter be postponed for further information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission

Encl: Final Draft Parks & Recreation Master Plan 2020-2024

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Tim Faas, Director of Public Works *TF*
Date: January 10, 2020
Subject: **City of Boyne City Parks & Recreation
Master Plan 2020-2024 Adoption Recommendation**



BACKGROUND:

Anticipating the City Commission to have held the required public hearing on the Master Plan earlier at the regular meeting on January 14, 2020 it is appropriate to now have the Commission formally adopt the plan. The final Master Plan must be uploaded to the State of Michigan DNR website before February 1, 2020.

RECOMMENDATION:

It is my recommendation that the City Commission approve the attached model resolution on the Parks & Recreation Master Plan 2020-2024.

OPTIONS:

1. That this matter be postponed for further information or consideration
2. That this matter be approved subject to some revision
3. Other options as determined by the City Commission

Encl: Model Resolution on Adoption

City of Boyne City
Charlevoix County, Michigan
Parks & Recreation Master Plan 2020-2024

***WHEREAS**, the City of Boyne City has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five year period covering the years 2020 through 2024, and*

***WHEREAS**, the City of Boyne City began the process of developing a community recreation and natural resource conservation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and*

***WHEREAS**, residents of the City of Boyne City were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and*

***WHEREAS**, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days, and*

***WHEREAS**, a public hearing was held on January 14, 2020 at the City of Boyne City to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Parks & Recreation Master Plan 2020-2024, and*

***WHEREAS**, the City of Boyne City has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the City of Boyne City, and*

***WHEREAS**, after the public hearing, the City of Boyne City – City Commission voted to adopt the Parks & Recreation Master Plan 2020-2024.*

***NOW, THEREFORE BE IT RESOLVED** the City of Boyne City – City Commission hereby adopts the Parks & Recreation Master Plan 2020-2024.*

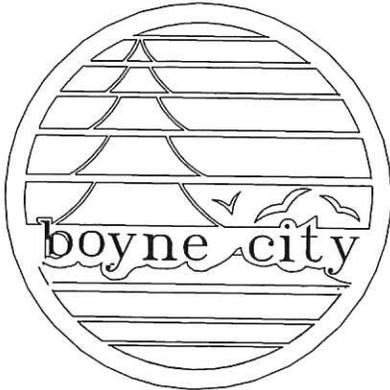
Yeas: _____

Nays: _____

Absent: _____

I, Cindy Grice, City Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City of Boyne City – City Commission at a Regular Meeting thereof held on the 14th day of January, 2020.

CITY OF BOYNE CITY



To: Michael Cain, City Manager
From: Scott McPherson Planning Director *SM*
Date: January 14, 2020
Subject: Housing Barrier Amendments Second Reading

Background

In January the City Commission formally adopted the City Goals and associated high priority action items. Several of the action items are specifically targeted at addressing the housing shortage issue and fall within the role and responsibilities of the planning commission.

Discussion

Over the summer the Planning Commission reviewed the entire Boyne City Zoning Ordinance with the objective of identifying potential barriers to housing development. From that review multiple proposed amendments to various sections were developed. For the following proposed ordinance amendments deleted text is shown with a ~~strikeout~~ and new text is shown in *italics*.

Proposed Amendments to Article I Definitions
Several amendments to the definitions in Article I are being proposed. The amendments are intended to make the language consistent and eliminate unnecessary and duplicate definitions. The proposed amendments are as follows:

Dwelling, Manufactured Home: A building or portion of a building designed for long-term residential use and characterized by all of the following:

- 1. The structure is produced in a factory ~~in accordance with the National Manufactured Housing Construction and Safety Standards Act, as amended~~ *and is in compliance with all applicable codes to be classified and used as a dwelling;*
- 2. The structure is designed to be transported to the site in a nearly complete form, where it is placed on a foundation and connected to utilities;
- 3. The structure is designed to be used as either an independent building or as a module to be combined with other elements to form a complete building on the site.

A mobile home and modular home is are considered a type of manufactured dwelling homes.

Dwelling, Mobile Home: A structure, transportable in one (1) or more sections, which is built upon a chassis and designed to be used as a dwelling with or without permanent foundation, when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure. Recreational vehicles as described and regulated herein shall not be considered “mobile homes” for the purposes of this Ordinance. ~~(See Mobile Home (Manufactured Housing Unit)).~~

Dwelling, Modular Home: A dwelling which consists of prefabricated units transported to the site in two (2) or more sections on a removable undercarriage or flat-bed and assembled for permanent location upon a permanent foundation on the lot, and to which such major elements as the heating system or a substantial portion of the siding are installed after transport, and which shall not be considered a mobile home.

~~**Mobile Home (Manufactured Housing Unit):** A structure, transportable in one (1) or more sections, which is built on a chassis and designed to be used as a dwelling with or without permanent foundation, when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained in the structure. Mobile home does not include a recreational vehicle as described and regulated herein for the purposes of this Ordinance. (See Dwelling, Manufactured, and Dwelling, Mobile Home.)~~

~~**Mobile Home Park (Manufactured Housing Development):** A parcel or tract of land under the control of a person upon which three (3) or more mobile *manufactured* homes are located on a continual non-recreational basis and which is offered to the public for that purpose regardless of whether a charge is made therefore, together with any building, structure, enclosure, street, equipment, or facility used or intended for use incident to the occupancy of a mobile *manufactured* home and which is not intended for use as a temporary trailer park, subject to conditions set forth in the Michigan Manufactured Housing Commission Rules and Michigan Public Act 419 of 1976, 96 of 1987 as amended. *Seasonal mobile home parks as defined by the Act are not Manufactured Housing Developments.*~~

Proposed Amendments to Article IV
The amendments proposed to Article VI would allow accessory dwellings and duplex's as a use by right and permit multiple family units with a maximum of 4 units as a conditional use. The proposed amendments are as follows:

Section 4.20 Principal Permitted Uses.

No building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses, unless otherwise provided in this Ordinance.

- A. Single family detached dwellings.
- B. *Attached or detached accessory apartments, provided the site contains an owner occupied single family dwelling, limited to one (1) accessory apartment per site. Accessory apartments can be attached to either a single family dwelling or a detached garage. Detached accessory apartments shall have a minimum side yard and rear yard setback of ten (10) feet. Off-street parking shall be in accordance with D.1.a of this subsection.*
- C. *Two-family dwellings.*

Section 4.30 Conditional Uses.

The following uses shall be considered conditional and shall require conditional use approval, and shall comply with any applicable conditional use requirements of Article XXV:

- A. ~~Attached or detached accessory apartments, provided the site contains an owner occupied single family dwelling, limited to one (1) accessory apartment per site. Accessory apartments can be attached to either a single family dwelling or a detached garage. Detached accessory apartments shall have a minimum side yard and rear yard setback of ten (10) feet. Off street parking shall be in accordance with D.1.a of this subsection.~~ *Multiple dwelling with a maximum of 4 units* subject to the following:
 - 1. Lot area must contain a minimum of 2,500 square feet per unit.
 - 2. Units must be compatible with surrounding
- B. Private recreation areas, uses and facilities including, marinas, and swimming pools subject to the following:
 - 1. No building shall be located within one-hundred (100) feet of a dwelling.
 - 2. Facilities such as licensed restaurants and bars may be permitted when occupying an integral part of the main structure, provided there is no exterior display or advertising of said facilities.

3. Swimming pools, tennis courts, boat docks, and similar uses shall be located not less than thirty-five (35) feet from any property line.
- C. Home occupations in which customers or patrons visit the site for the delivery of goods and/or services.
- D. ~~Two family dwellings.~~
1. ~~Criteria for granting conditional uses for two family dwellings in a Traditional Residential District (TRD).~~
 - a. ~~A parking area shall be provided for the occupant of both units which shall be hard surfaced, preferably asphalt, brick or concrete, and shall have at least two (2) parking spaces for each dwelling unit (not less than four (4) spaces).~~
 - b. ~~The applicant shall submit a site plan (drawn to scale and indicating the setbacks) and a floor plan of both units showing the present use and the proposed use of each room in the structure. Any permit granted allowing the conditional use shall designate the number of bedrooms allowed in each unit and such number shall not thereafter be increased.~~
 - c. ~~The size and architecture shall be in harmony with the existing neighborhood in which it is located and will not be detrimental to the future orderly development of the nearby properties.~~
 - d. ~~Any refuse and garbage collection area or devices shall comply with 35.052, Section 2, Containers, of the City of Boyne City General Ordinances.~~
 - e. ~~The applicant shall compile a list and provide a map of existing duplex units, multiple family units, rooming houses, and care facilities within three hundred (300) feet of the proposed structure. The Planning Commission shall be entitled to consider the density of such units and limit the density within that area.~~

Proposed Amendments to Article VII

The amendments to Article VII would change the terminology from mobile home to manufactured home and park to development, increase the density to 10 units per acre and allow the 25,000 square feet open space requirement to be met by more than 1 area. The proposed amendments are as follows:

ARTICLE VII

MANUFACTURED HOUSING ~~PARK DEVELOPMENT~~ DISTRICT (~~MHPD~~ MHDD)

Section 7.10 Purpose.

The purpose of this district is to provide sites for ~~mobile homes~~ and manufactured housing units at appropriate locations in relationship to the existing and potential development of the surroundings while establishing an attractive residential environment.

Section 7.20 Principal Permitted Uses.

- A. Manufactured housing ~~units~~ *development*.
- B. Accessory structures and uses customarily incidental to the above permitted uses.

Section 7.30 Conditional Uses.

The following uses shall be considered conditional and shall require conditional use approval, and shall comply with any applicable conditional use requirements of Article XXV.

- A. Public, parochial and private schools including nursery schools, churches, temples, or similar places of worship, libraries, community buildings, hospitals, convalescent homes, and funeral homes. (amended: October 24, 2007)

- B. Private recreation areas, uses and facilities including country clubs, marinas, golf courses and swimming pools subject to the following:
 - 1. No building shall be located within one-hundred (100) feet of a dwelling.
 - 2. Facilities such as licensed restaurants and bars may be permitted when occupying an integral part of the main structure provided there is no exterior display or advertising of said facilities.
 - 3. Golf fairways, swimming pools, tennis courts, boat docks, and similar uses shall be located not less than thirty-five (35) feet from any property line.
- C. Public utility transformer stations, substations and gas regulator stations without service or storage yards shall comply with the requirements of this Ordinance and shall be subject to the following:

A front yard setback of not less than fifty (50) feet shall be provided (irrespective of the yard requirement of the district in which it is located) and two (2) side yards and a rear yard shall be provided, each shall not be less than twenty-five (25) feet in width. The previously mentioned conditional uses shall be landscaped with a buffer of plant materials that effectively screens the view of the use from property used for residences. The standard buffer shall consist of a landscaped strip at least six feet (6) wide outside the perimeter of the compound. The buffer shall contain a variety of species of plants.

Section 7.40 Development Requirements.

The following requirements shall be met within a Manufactured Housing Park District (MHPD):

- A. Preliminary development plan approval shall be required as set forth in Article XIX of this Ordinance. Following review of preliminary requirements and written notice of approval by the County Drain Commission, Road Commission, and the local health agency, the Planning Commission shall notify the developer of its action within sixty (60) days of filing a complete application. Review of a final development plan shall occur as set forth in the State of Michigan Public Act 96 of 1987.
- B. Off-street parking for manufactured homes as specified in Article XXIV of this Ordinance together with the following:
 - 1. All ~~mobile~~ *manufactured* home sites shall be provided with two (2) parking spaces.
 - 2. If on-site vehicle parking is provided, it shall be in compliance with both of the following:
 - a. The parking spaces may be either in tandem or side-by-side. If in tandem, the width shall not be less than ten (10) feet and the combined length shall not be less than forty (40) feet. If side-by-side, the combined width of the two (2) parking spaces shall not be less than nineteen (19) feet and the length shall not be less than twenty (20) feet. In either method, the length shall be measured from the curb or inner walkway edge.
 - b. A parking space shall be hard-surfaced and shall be constructed in compliance with Act No. 8 of the Public Acts of 1973, being S 125.1361 of the Michigan Compiled Laws.
 - 3. If off-site vehicle parking is provided, the parking spaces shall be adjacent to the ~~mobile~~ *manufactured* home site and shall comply with the following:
 - a. Parking facilities shall be provided for the storage of ~~mobile~~ *manufactured* homes if a sales office is part of the ~~park~~ *development* operation.
 - b. Parking facilities shall be provided for the storage of maintenance vehicles.
 - c. Parking facilities shall be provided at the office location for office visitors.
 - d. A minimum of one (1) parking space for every (3) ~~mobile~~ *manufactured* home sites shall be provided for visitor parking located convenient to the area served.

- e. If off-site parking facilities are provided in bays and at office or other facilities, they shall be in compliance with R 408.30427 of the Michigan Administrative Code.
 - f. If not provided for on-site or in parking bays, a separate parking area may be provided for vehicles that cannot be accommodated within the standards set forth in these rules, and for recreational vehicles, such as motor homes, travel trailers, and snowmobiles.
- C. Signs for all uses as specified in the Boyne City Sign Ordinance.
- D. In a ~~mobile~~ *manufactured home park development*, the following specific standards shall apply:
1. Lot Area and Density.
 - a. The tract to be developed shall contain a minimum of ten (10) acres.
 - b. ~~The mobile manufactured home park development may have a maximum density of 10 units per acre. shall be developed with sites averaging five thousand five hundred (5,500) square feet per manufactured home unit. This 5,500 square feet for any one site may be reduced by twenty percent (20%) provided that the individual site shall be equal to at least four thousand four hundred (4,400) square feet. For each square foot of land gained through the reduction of a site below 5,500 square feet, at least an equal amount of land shall be dedicated as open space, but in no case shall the open and distance requirements be less than that required under R 125.1946, Rule 946 and R 125.1941 and R 125.1944, Rules 941 and 944 of the Michigan Administrative Code.~~
 2. Yard Requirements.
 - a. A ~~mobile~~ *manufactured home* shall be in compliance with the following minimum distances:
 - 1). Twenty (20) feet from any part or attached structure of another manufactured home which is used for living purposes.
 - 2). Ten (10) feet from either an on-site parking space of an adjacent manufactured home site or an attached or detached structure or accessory which is not used for living purposes.
 - 3). Fifty (50) feet from a permanent building.
 - 4). One-hundred (100) feet from a sports field.
 - b. Any part or structure that belongs to a ~~mobile-manufactured~~ home shall be set back the following minimum distances:
 - 1). Ten (10) feet from the edge of an internal road and seven (7) feet from a parking bay.
 - 2). Seven (7) feet from a common pedestrian walkway.
 - 3). Ten (10) feet from a natural or man-made lake, object, or waterway.
 - c. A ~~mobile~~ *manufactured home* site length may vary depending on park design and layout and the manufactured home to be installed; however the minimum standards pertaining to distance between manufactured homes shall be complied with.
 - d. Site dimensions may be computed to include the space requirements for manufactured homes which may contain expandable rooms, or in anticipation of the attachment of expansions such as add-a-rooms.

3. Setbacks from Property Boundary Lines.
- a. ~~Mobile Manufactured~~ homes, permanent ~~park development~~ buildings and facilities, and other structures shall not be located closer than ten (10) feet from the property boundary line of the ~~park development~~.
 - b. If ~~mobile manufactured~~ homes, permanent ~~park development~~ buildings and facilities, and other structures abut a public right-of-way, they shall not be located closer than twenty-five (25) feet from the park boundary line. This rule does not apply to internal ~~park~~ roads if dedicated for public use, providing the roads do not present a nuisance or safety hazard to the ~~park development~~ tenants.

4. Streets.
- a. An internal road is subject to approval by the Michigan Department of Commerce and shall be in compliance with all of the following general requirements:
 - 1). The road shall be hard-surfaced.
 - 2). The road shall have access to a public thoroughfare by a permanent easement which shall be recorded prior to approval. Sole access by an alley is prohibited.
 - 3). A dead-end road shall terminate with an adequate turning area. A blunt-end road is prohibited.
 - 4). An adequate safe-sight distance shall be provided at intersections.
 - 5). An offset at an intersection or an intersection of more than two (2) streets is prohibited.
 - 6). All roads shall be clearly marked with appropriate traffic signs, subject to the provisions of Rule 701(2) as set forth by the Michigan Department of Commerce.
 - 7). A road shall be named and so identified by street signs located at all road intersections.
 - 8). A name for an internal road shall be approved by the municipality.
 - b. A road shall have a driving surface of not less than the following:
 - 1). One way, with no parking - thirteen (13) feet.
 - 2). Two way, with no parking - twenty-one (21) feet
 - c. At access points where general traffic enters or leaves the park, the width shall be sufficient to permit free movement from or to the stream of traffic on the public roads.

5. Open Space Requirements.
- a. ~~A mobile home park that contains fifty (50) or more mobile home sites shall have at least one (1) easily accessible open space area continuing not less than twenty five thousand (25,000) square feet including a minimum of ten thousand (10,000) square feet of open space developed for active recreation facilities.~~ A manufactured home development that contains 50 or more home sites which are constructed according to a permit to construct issued under the act shall have not less than 2% of the development's gross acreage dedicated to designated open space, but not less than 25,000 square feet.

- b. ~~The total of the land dedicated for open space shall not be less than two percent (2%) of the park's acreage but not less than twenty five thousand (25,000) square feet.~~
6. A hard-surfaced walkway or patio connecting the dwelling with its off-street parking area shall be provided.
 7. Each lot shall contain an area reserved for the placement of a living unit, the base construction (i.e., foundation, pads, ribbons, etc.) of which shall meet or exceed State specifications.
 8. Each living unit shall be skirted, entirely enclosing the bottom, within thirty (30) days after its placement. In the event of inclement weather and upon demonstration of extenuating circumstances, an extension may be granted beyond thirty (30) days.
 9. Each living unit lot shall be provided with anchors, tie downs or other devices as provided for under Rules 601-609 of the Michigan Department of Commerce Manufactured Home Commission General Rules.
 10. *Mobile Manufactured home parks development*, when adjacent to a developed residential zoning district, shall be completely screened by fencing or natural growth along the entire property boundary line abutting the district. If planting material is used for the development of a natural edge, the recommendations of Article XXIII of this Ordinance shall be followed. These requirements may be waived when, in the Planning Commission's opinion, the intent of this requirement has been satisfied.

Proposed Amendments to Article X

The proposed amendments for Article X would eliminate the setback requirements for apartment buildings in the CBD district and would permit dwellings on the ground floor of mixed use developments:

Section 10.20 Principal Permitted Uses.

In the CBD, no use shall be permitted, unless otherwise provided in this Ordinance, except for the following:

- A. Apartment buildings, up to a maximum of eight (8) units per building, ~~subject to the following standards:~~
 1. ~~All public utilities are available.~~
 2. ~~All units shall have at least one (1) living room and one (1) bedroom, except that two (2) units may be of an efficiency apartment type.~~
 3. ~~Buildings shall have a ten (10) foot front yard setback, five (5) foot side yard setbacks, and a fifteen (15) foot rear yard setback.~~
- B. Art galleries.
- C. Bus passenger stations.
- D. Business schools and colleges.
- E. Business establishments which perform services on premises such as, but not limited to: banks, savings and loans and credit unions (excluding drive-through branches and drive-through lanes); brokerage houses; insurance, real estate, and travel agencies; pedestrian-oriented automated teller machine facilities.
- F. Churches, temples, and similar places of worship, limited to a capacity of five-hundred (500) worshippers.
- G. Clubs, fraternal organizations, and lodge halls.
- H. Dry cleaning establishments, or pick-up stations, dealing directly with the consumer, limited to two-thousand (2,000) square feet of floor area. Central dry cleaning plants serving more than two (2) retail outlets shall be prohibited.

- I. Essential public services, telephone exchanges, public utility offices, substations and uses when conducted within a completely enclosed building, excluding storage yards, provided the use and building are consistent with the appearance and character of the downtown as determined by the Planning Commission.
- J. Hotels, motels, bed and breakfast inns, and bed and breakfast houses.
- K. Laundromats (self-service or coin-operated).
- L. Medical offices including offices of doctors, dentists and similar or allied professions, with up to ten-thousand (10,000) square feet gross floor area.
- M. ~~Mixed use buildings, with business, commercial, or service uses on the ground floor, and residential, office, or warehouse uses on upper floors, subject to the conditions of contained herein. Business and office uses may occupy a building used for residential uses provided that no such business or office use may be located on the same floor as used for residential purposes, and no floor may be used for business or office use on a floor located above a floor used for residential purposes. Further, where there is mixed business/office and residential use in a building there shall be provided a separate, private pedestrian entranceway for the residential uses.~~
Mixed-use buildings, with residential and all principle permitted uses as specified by this section subject to the following conditions: Residential units located on the first floor shall be located to the rear of the commercial uses, the units shall not have frontage on any adjacent street and shall be provided a separate, private pedestrian entranceway.

Proposed Amendments to Article XI

The proposed amendments for Article XI would eliminate the setback requirements for apartment buildings in the TCD district and would permit dwellings on the ground floor of mixed use developments:

Section 11.02 Principal Permitted Uses.

In a TCD, no building, structure or premise shall be erected, altered, or used, except for one (1) or more of the following uses, unless otherwise provided in this Ordinance (except that conversions of warehouse or industrial facilities to loft type dwelling units may increase the total number to a maximum of sixteen (16)).

- A. Apartments, up to a maximum of eight (8) units per building, ~~subject to the following standards:~~
 - 1. ~~All public utilities are available.~~
 - 2. ~~All units shall have at least one (1) living room and one (1) bedroom, except that two (2) units may be of an efficiency apartment type.~~
 - 3. ~~Buildings shall have a ten (10) foot front yard setback, a minimum of one five (5) foot side yard setback and a total of two (2) not less than fifteen (15) feet, and a fifteen (15) foot rear yard setback.~~
- B. Art galleries.
- C. Bed and breakfast inns and homes.
- D. Business establishments which perform services on premises such as, but not limited to: banks, savings and loans and credit unions (excluding drive-through branches); brokerage houses; insurance, real estate, and travel agencies; pedestrian-oriented automated teller machine facilities.
- E. Dry cleaning establishments, or pick-up stations, dealing directly with the consumer. Central dry cleaning plants shall be prohibited.
- F. Essential public services, telephone exchanges, public utility offices, substations and uses when conducted within a completely enclosed building, excluding storage yards, provided the use and building are consistent with the appearance and character of the downtown as determined by the Planning Commission.

- G. Medical offices including offices of doctors, dentists and similar or allied professions, with up to ten-thousand (10,000) square feet gross floor area.
- H. ~~Mixed-use buildings, with business, commercial, or service uses on the ground floor, and residential, office, or warehouse uses on upper floors, subject to the conditions of contained herein. Business and office uses may occupy a building used for residential uses provided that no such business or office use may be located on the same floor as used for residential purposes, and no floor may be used for business or office use on a floor located above a floor used for residential purposes. Further, where there is mixed business/office and residential use in a building there shall be provided a separate, private pedestrian entranceway for the residential uses.~~
Mixed-use buildings, with residential and all principle permitted uses as specified by this section subject to the following conditions: Residential units located on the first floor shall be located to the rear of the commercial uses, the units shall not have frontage on any adjacent street and shall be provided a separate, private pedestrian entranceway.

Process

In accordance with the Michigan Zoning Enabling Act and the Boyne City Zoning Ordinance Section 2.40 Amendment Procedures, a public hearing was held by the Planning Commission on October 21, 2019 and after reviewing the Amendment Criteria as required by the Boyne City Zoning Ordinance Section 2.50 B, the Planning Commission recommended approval of the proposed amendment. The proposed ordinance amendment was submitted to the City Commission for a First Reading on November 12, 2019 and the proposed ordinance was reviewed by the Commission and the proposed amendment was scheduled for a second reading on January 14, 2020. As required by the Boyne City Charter, ordinances cannot be adopted until at least one month after the meeting it is introduced.

Section 2.50 Amendment Criteria.

- B. For amendment requests to change or to add additional regulations or standards to a district or a use, the Planning Commission and City Commission shall use the following as a guide:
 1. The proposed rule, change or addition helps to reinforce the Comprehensive Plan.
 2. The proposed rule, change or addition is in keeping within the spirit and intent of this Ordinance, and with the objectives of the zoning district.
 3. The problem or issue which the change is intended to address cannot be accomplished in another, more appropriate fashion.
 4. The proposed amendment would correct an error in the Ordinance.
 5. The proposed amendment would clarify the intent of the Ordinance.
 6. Documentation has been provided indicating problems and conflicts in implementation or interpretation of specific sections of this Ordinance.
 7. The proposed amendment would address changes to county, state or federal legislation.
 8. The proposed amendment would address potential legal issues or administrative problems with this Ordinance based on recent case law or opinions rendered by the Attorney General of the State of Michigan.
 9. The proposed amendment would promote compliance with changes in other city ordinances and/or county, state, or federal regulations.

10. The proposed amendment is supported by the findings of reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements and similar technical items.
11. Other criteria as determined by the Planning Commission or City Commission which would protect the health, safety, and welfare of the public, protect public and private investment in the City, promote implementation of the goals and policies of the Comprehensive Plan, and enhance the overall quality of life in the City.

Recommendation

Approve proposed amendment as the amendment meets the criteria standards of Section 2.50 (B).

Options

1. Do not adopt the proposed amendment.
3. Postpone for further consideration or review.
4. Other options as determined by the City Commission.

**AN ORDINANCE TO AMEND THE CITY OF BOYNE CITY ZONING ORDINANCE
THE CITY OF BOYNE CITY HEREBY ORDAINS:**

1. AMENDMENT OF ARTICLE I

The following definitions in Section 1.4 shall read as follows:

Dwelling, Manufactured Home: A building or portion of a building designed for long-term residential use and characterized by all of the following:

1. The structure is produced in a factory and is in compliance with all applicable codes to be classified and used as a dwelling;
2. The structure is designed to be transported to the site in a nearly complete form, where it is placed on a foundation and connected to utilities;
3. The structure is designed to be used as either an independent building or as a module to be combined with other elements to form a complete building on the site.

A mobile home and modular home are considered manufactured homes.

Dwelling, Mobile Home: A structure, transportable in one (1) or more sections, which is built upon a chassis and designed to be used as a dwelling with or without permanent foundation, when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure. Recreational vehicles as described and regulated herein shall not be considered “mobile homes” for the purposes of this Ordinance.

Dwelling, Modular Home: A dwelling which consists of prefabricated units transported to the site in two (2) or more sections on a removable undercarriage or flat-bed and assembled for permanent location upon a permanent foundation on the lot, and to which such major elements as the heating system or a substantial portion of the siding are installed after transport, and which shall not be considered a mobile home.

Manufactured Housing Development: A parcel or tract of land under the control of a person upon which three (3) or more manufactured homes are located on a continual non-recreational basis and which is offered to the public for that purpose regardless of whether a charge is made therefore, together with any building, structure, enclosure, street, equipment, or facility used or intended for use incident to the occupancy of a manufactured home, subject to conditions set forth in the Michigan Manufactured Housing Commission Rules and Michigan Public Act, 96 of 1987 as amended. Seasonal mobile home parks as defined by the Act are not Manufactured Housing Developments.

The definition *Mobile Home (Manufactured Housing Unit)* shall be deleted in its entirety.

2. AMENDMENT OF ARTICLE IV

Section 4.20 shall read as follows:

Section 4.20 Principal Permitted Uses.

No building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses, unless otherwise provided in this Ordinance.

- A. Single family detached dwellings.
- B. Attached or detached accessory apartments, provided the site contains an owner occupied single family dwelling, limited to one (1) accessory apartment per site. Accessory apartments can be attached to either a single family dwelling or a detached garage. Detached accessory apartments shall have a minimum side yard and rear yard setback of ten (10) feet. Off-street parking shall be in accordance with D.1.a of this subsection.

- C. Two-family dwellings.
- D. Public, parochial and private schools including nursery schools; churches, temples, and similar places of worship with a maximum capacity of five-hundred (500) worshipers; libraries; and community buildings.
- E. Municipal parks, playgrounds, and recreation centers.
- F. Adult foster care family homes, provided, this subsection shall not apply to adult foster care facilities, licensed by a state agency, for the care and treatment of persons released from or assigned to adult correctional institutions.
- G. Home occupations in which customers or patrons do not visit the site for the delivery of goods and/or services.
- H. Family day care homes.
- I. Accessory structures and uses customarily incidental to the above permitted uses.
- J. The keeping of four (4) hens per parcel provided that:
 - 1. No person shall keep any rooster
 - 2. No person shall slaughter or dress chickens outdoors
 - 3. Chickens shall be provided with a covered enclosure and/or a fenced enclosure in the rear yard.
 - 4. All covered enclosures shall be kept a minimum of ten (10) feet from the rear and side lot line.
 - 5. Covered enclosures shall be so constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure.
 - 6. All feed and other items associated with the keeping of chickens are to be stored as to not attract rodents.
 - 7. Hens and their enclosures must be kept in a neat, clean and sanitary condition from offensive odors, excessive noise, or other condition that would constitute a nuisance.
 (amended: March 19, 2012)

Section 4.3 shall read as follows:

Section 4.30 Conditional Uses.

The following uses shall be considered conditional and shall require conditional use approval, and shall comply with any applicable conditional use requirements of Article XXV:

- A. Multiple dwelling with a maximum of 4 units.
- B. Private recreation areas, uses and facilities including, marinas, and swimming pools subject to the following:
 - 1. No building shall be located within one-hundred (100) feet of a dwelling.
 - 2. Facilities such as licensed restaurants and bars may be permitted when occupying an integral part of the main structure, provided there is no exterior display or advertising of said facilities.
 - 3. Swimming pools, tennis courts, boat docks, and similar uses shall be located not less than thirty-five (35) feet from any property line.

- C. Home occupations in which customers or patrons visit the site for the delivery of goods and/or services.
- D. Public utility transformer stations, substations and gas regulator stations without service or storage yards shall comply with the requirements of this Ordinance and shall be subject to the following: a front yard setback of not less than fifty (50) feet shall be provided (irrespective of the yard requirement of the district in which it is located) and two (2) side yards and a rear yard shall be provided, each shall not be less than twenty-five (25) feet in width. The previously mentioned conditional uses shall be landscaped with a buffer of plant materials that effectively screens the view of the use from property used for residences, public walkways, and rights of-way. The standard buffer shall consist of a landscaped strip at least six feet (6) feet wide outside the perimeter of the compound. The buffer shall contain a variety of species of plants.
- E. Funeral homes. (amended: October 24, 2007)

3. AMENDMENT OF ARTICLE VII

Section 7.10 shall read as follows:

Section 7.10 Purpose.

The purpose of this district is to provide sites for manufactured housing units at appropriate locations in relationship to the existing and potential development of the surroundings while establishing an attractive residential environment.

Section 7.20 shall read as follows:

Section 7.20 Principal Permitted Uses.

- A. Manufactured housing *development*.
- B. Accessory structures and uses customarily incidental to the above permitted uses.

Section 7.40 shall read as follows:

Section 7.40 Development Requirements.

The following requirements shall be met within a Manufactured Housing Park District (MHPD):

- A. Preliminary development plan approval shall be required as set forth in Article XIX of this Ordinance. Following review of preliminary requirements and written notice of approval by the County Drain Commission, Road Commission, and the local health agency, the Planning Commission shall notify the developer of its action within sixty (60) days of filing a complete application. Review of a final development plan shall occur as set forth in the State of Michigan Public Acts of 1987 , Act No. 96.
- B. Off-street parking for manufactured homes as specified in Article XXIV of this Ordinance together with the following:
 - 1. All manufactured home sites shall be provided with two (2) parking spaces.
 - 2. If on-site vehicle parking is provided, it shall be in compliance with both of the following:
 - a. The parking spaces may be either in tandem or side-by-side. If in tandem, the width shall not be less than ten (10) feet and the combined length shall not be

less than forty (40) feet. If side-by-side, the combined width of the two (2) parking spaces shall not be less than nineteen (19) feet and the length shall not be less than twenty (20) feet. In either method, the length shall be measured from the curb or inner walkway edge.

- b. A parking space shall be hard-surfaced and shall be constructed in compliance with Act No. 8 of the Public Acts of 1973, being S 125.1361 of the Michigan Compiled Laws.
3. If off-site vehicle parking is provided, the parking spaces shall be adjacent to the manufactured home site and shall comply with the following:
- a. Parking facilities shall be provided for the storage of manufactured homes if a sales office is part of the development operation.
 - b. Parking facilities shall be provided for the storage of maintenance vehicles.
 - c. Parking facilities shall be provided at the office location for office visitors.
 - d. A minimum of one (1) parking space for every (3) manufactured home sites shall be provided for visitor parking located convenient to the area served.
 - e. If off-site parking facilities are provided in bays and at office or other facilities, they shall be in compliance with R 408.30427 of the Michigan Administrative Code.
 - f. If not provided for on-site or in parking bays, a separate parking area may be provided for vehicles that cannot be accommodated within the standards set forth in these rules, and for recreational vehicles, such as motor homes, travel trailers, and snowmobiles.
- C. Signs for all uses as specified in the Boyne City Sign Ordinance.
- D. In a manufactured home development, the following specific standards shall apply:
- 1. Lot Area and Density.
 - a. The tract to be developed shall contain a minimum of ten (10) acres.
 - b. The manufactured home development may have a maximum density of 10 units per acre.
 - 2. Yard Requirements.
 - a. A manufactured home shall be in compliance with the following minimum distances:
 - 1). Twenty (20) feet from any part or attached structure of another manufactured home which is used for living purposes.
 - 2). Ten (10) feet from either an on-site parking space of an adjacent manufactured home site or an attached or detached structure or accessory which is not used for living purposes.
 - 3). Fifty (50) feet from a permanent building.
 - 4). One-hundred (100) feet from a sports field.
 - b. Any part or structure that belongs to a manufactured home shall be set back the following minimum distances:
 - 1). Ten (10) feet from the edge of an internal road and seven (7) feet from a parking bay.
 - 2). Seven (7) feet from a common pedestrian walkway.
 - 3). Ten (10) feet from a natural or man-made lake, object, or waterway.

- c. A manufactured home site length may vary depending on park design and layout and the manufactured home to be installed; however the minimum standards pertaining to distance between manufactured homes shall be complied with.
- d. Site dimensions may be computed to include the space requirements for manufactured homes which may contain expandable rooms, or in anticipation of the attachment of expansions such as add-a-rooms.

3. Setbacks from Property Boundary Lines.

- a. Manufactured homes, permanent development buildings and facilities, and other structures shall not be located closer than ten (10) feet from the property boundary line of the development.
- b. If manufactured homes, permanent development buildings and facilities, and other structures abut a public right-of-way, they shall not be located closer than twenty-five (25) feet from the park boundary line. This rule does not apply to internal roads if dedicated for public use, providing the roads do not present a nuisance or safety hazard to the development tenants.

4. Streets.

- a. An internal road is subject to approval by the Michigan Department of Commerce and shall be in compliance with all of the following general requirements:
 - 1). The road shall be hard-surfaced.
 - 2). The road shall have access to a public thoroughfare by a permanent easement which shall be recorded prior to approval. Sole access by an alley is prohibited.
 - 3). A dead-end road shall terminate with an adequate turning area. A blunt-end road is prohibited.
 - 4). An adequate safe-sight distance shall be provided at intersections.
 - 5). An offset at an intersection or an intersection of more than two (2) streets is prohibited.
 - 6). All roads shall be clearly marked with appropriate traffic signs, subject to the provisions of Rule 701(2) as set forth by the Michigan Department of Commerce.
 - 7). A road shall be named and so identified by street signs located at all road intersections.
 - 8). A name for an internal road shall be approved by the municipality.
- b. A road shall have a driving surface of not less than the following:
 - 1). One way, with no parking - thirteen (13) feet.
 - 2). Two way, with no parking - twenty-one (21) feet
- c. At access points where general traffic enters or leaves the park, the width shall be sufficient to permit free movement from or to the stream of traffic on the public roads.

- 5. A manufactured home development that contains 50 or more home sites which are constructed according to a permit to construct issued under the act shall have not less than 2% of the development's gross acreage dedicated to designated open space, but not

less than 25,000 square feet.

6. A hard-surfaced walkway or patio connecting the dwelling with its off-street parking area shall be provided.
7. Each lot shall contain an area reserved for the placement of a living unit, the base construction (i.e., foundation, pads, ribbons, etc.) of which shall meet or exceed State specifications.
8. Each living unit shall be skirted, entirely enclosing the bottom, within thirty (30) days after its placement. In the event of inclement weather and upon demonstration of extenuating circumstances, an extension may be granted beyond thirty (30) days.
9. Each living unit lot shall be provided with anchors, tie downs or other devices as provided for under Rules 601-609 of the Michigan Department of Commerce Manufactured Home Commission General Rules.
10. Manufactured home development, when adjacent to a developed residential zoning district, shall be completely screened by fencing or natural growth along the entire property boundary line abutting the district. If planting material is used for the development of a natural edge, the recommendations of Article XXIII of this Ordinance shall be followed. These requirements may be waived when, in the Planning Commission's opinion, the intent of this requirement has been satisfied.

4. AMENDMENT OF ARTICLE X

Section 10.20 (A) shall read as follows:

- A. Apartment buildings, up to a maximum of eight (8) units per building.

Section 10.20 (M) shall read as follows:

- M. Mixed-use buildings, with residential and all principle permitted uses as specified by this section subject to the following conditions: Residential units located on the first floor shall be located to the rear of the commercial uses, the units shall not have frontage on any adjacent street and shall be provided a separate, private pedestrian entranceway.

5. AMENDMENT OF ARTICLE XI

Section 11.20 (A) shall read as follows:

- A. Apartment buildings, up to a maximum of eight (8) units per building.

Section 11.20 (H) shall read as follows:

- H. Mixed-use buildings, with residential and all principle permitted uses as specified by this section subject to the following conditions: Residential units located on the first floor shall be located to the rear of the commercial uses, the units shall not have frontage on any adjacent street and shall be provided a separate, private pedestrian entranceway.

6. SEVERABILITY

If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the validity of the remainder of the Ordinance as a whole or any part thereof, other than the part so declared to be unconstitutional or invalid.

7. EFFECTIVE DATE

This Ordinance shall become effective fifteen (15) days after being published in a newspaper of general circulation within the City.

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Scott McPherson, Planning Director 
Date: January 14, 2020
Subject: Macksey Conditional Zoning Extension Request

**Background**

On April 25, 2017, the Conditional Zoning Agreement between Macksey Built Properties and City Commission was signed and executed. The agreement contained a timing stipulation that required a development plan for the first phase must be submitted within 2 years of the signature date of the agreement which would be April 25, 2019. On March 15, 2019, Mr. Macksey submitted a written request to the City asking for a one-year extension of the agreement. On April 9, 2019 this agreement was extended by the City Commission until April 25, 2020. To date no development plans have been submitted to the planning commission. The exact text regarding the submission deadlines from the conditional zoning agreement is as follows:

“The property shall be developed in multiple phases. Within two (2) years of the Signature Date of the Conditional Rezoning Agreement, the First Phase Development Plan shall be submitted to the City Planning Commission. Within six (6) months of approval of the Final Development Plan for the first phase, Developer shall obtain all necessary permits from all City, County and State agencies for site work, extension of all utilities and road construction of the project’s first phase. The Developer shall commence construction of the project within six (6) months from obtaining City, County and State permits. The Developer shall have ten (10) years from the date of the First Phase Development Plan final approval to complete the final phase of the development.”

On January 6, 2020 Mr. Macksey submitted a written request for another 1-year extension which has been attached.

Process

As per section 405(4) of the Act, the City Commission may extend the time period of the conditional zoning agreement. The act requires no public notice for this decision, however the City has placed the yellow public meeting notice signs on the property. The Commission has complete discretion in granting or denying this request and can rely upon any rational the Commission deems appropriate for the bases of the decision. However, this is the only aspect of the agreement the City Commission can change. The complete text of the Act is as follows:

125.3405 Use and development of land as condition to rezoning.

Sec. 405.

(1) An owner of land may voluntarily offer in writing, and the local unit of government may approve, certain use and development of the land as a condition to a rezoning of the land or an amendment to a zoning map.

(2) In approving the conditions under subsection (1), the local unit of government may establish a time period during which the conditions apply to the land. Except for an

extension under subsection (4), if the conditions are not satisfied within the time specified under this subsection, the land shall revert to its former zoning classification.

(3) The local government shall not add to or alter the conditions approved under subsection (1) during the time period specified under subsection (2) of this section.

(4) The time period specified under subsection (2) may be extended upon the application of the landowner and approval of the local unit of government.

(5) A local unit of government shall not require a landowner to offer conditions as a requirement for rezoning. The lack of an offer under subsection (1) shall not otherwise affect a landowner's rights under this act, the ordinances of the local unit of government, or any other laws of this state.

Recommendation

Given the limited information provided to support the extension staff does not have a recommendation on this request at this time. It is recommended that the Commission hear from Mr. Macksey directly and determine the merits of requested extension.

Options

1. Approve the extension as requested.
2. Approve the extension for a period other than requested.
3. Do not approve the request.
4. Take no action pending further information.
5. Other action as the Commission deems appropriate.

Scott McPherson

From: ted macksey <ted@mynmpp.com>
Sent: Monday, January 6, 2020 2:35 PM
To: Michael Cain
Cc: Scott McPherson
Subject: Extension Request Conditional Rezoning Agreement 600 Jefferson St.

Good Afternoon Michael,

I Hope you and your family had a great holiday season and New Year. Just to stay ahead of things, our Conditional Rezoning Agreement with the City of Boyne City is due to expire at the end of this April 2020. Therefore, I think it would be timely to request and make application with the City Commission to grant a 1 year extension to our Agreement. I am continuing to strategies and am still hopeful to develop a plan that would bring attainable house to our area but need more time to figure out an equitable solution for all. Please include me on the City Commission agenda for either January 14th or 28th meeting. Please let me know which one works best for the Commission.

Respectfully,

Ted Macksey
Licensed Broker/Builder
Northern Michigan Premier Properties
Cell: (231) 675-7657
Office: (231) 459-4404/Fax: 4405
Email: ted@mynmpp.com
Web: www.mynmpp.com

Absent: 0
Motion carried

**Macksey Conditional
Zoning Extension
Request**

cc 4/9/19

Consideration to approve a one year extension, expiring 4/25/2020 of the conditional zoning agreement with Macksey Build Properties

Planning Director Scott McPherson discussed the request from Ted Macksey of Macksey Build Properties for an extension of his Conditional Zoning agreement originally executed on April 25, 2017. In the request, various options were listed. Over the past two years, frequent contact and updates were given to City staff regarding his efforts, confirming due diligence.

Staff Comments: None

Citizens Comments: Woody Hardy asked if city utilities would be on this property and was informed, yes. Penny Hardy asked what happens if Mr. Macksey's project stops partway through. Scott said the plan can attach certain guarantees.

Board Discussion: All are in agreement with the recommendation

MOTION

2019-04-034
Moved by Conklin
Second by Page

To approve a one year extension, expiring April 25, 2020 of the conditional zoning agreement with Macksey Build Properties

Ayes: 5
Nays: 0
Absent: 0
Motion carried

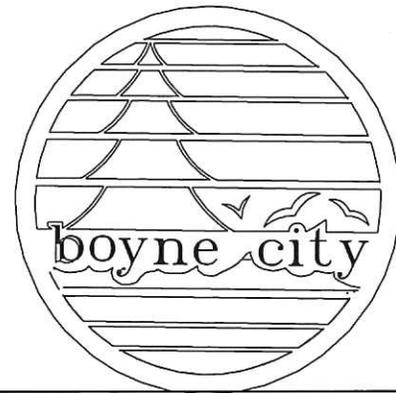
**Cedar/Terrace Streets
Reconstruction**

Consideration to City Commission conditionally award a contract for the Cedar & Terrace Streets Reconstruction Project in an amount not-to-exceed A) \$929,314.00 should the city be notified that it did not receive the MDOT TEDF Category B Grant; or B) \$938,607.14 should the city be notified that it did receive the MDOT TEDF Category B Grant; and authorize the City Manager to execute the documents

Director of Public Works Tim Faas discussed the reconstruction of a portion of West Cedar Street and all of Terrace Street. Bids have been received and MDC Contracting LLC is the lowest qualified bidder. The bid amount varies based on whether, or not, the City is successful in application for the \$250,000 MDOT TEDF Category B Grant that was submitted last month. The reason for this variation is due to the increased cost to perform the work later this year after the grant agreement is executed with MDOT, if so awarded. Based on its bid, MDC Contracting LLC would be paid 1% more if we are successful due to the timing of the work. As such, the conditional award recommendation outlined in C2AE's attached letter offers two scenarios; 1) a total of \$929,314.00 without the grant, and 2) a total

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Patrick Kilkenny, Assistant Planner *PK*
Date: January 14, 2020
Subject: Charlevoix County Parks Millage Applications



In 2014 Charlevoix County voted in a millage to support parks throughout the County with funds collected from this millage; the millage was renewed in 2018. All governmental municipalities within Charlevoix County have the opportunity, and are encouraged to, apply to have a portion of these funds allocated to specific projects within their jurisdiction.

The City of Boyne City submitted applications in each of the previous five years, receiving funding for the Community Pavilion, Avalanche Park, Riverside Park, Peninsula Beach, Veteran's Park/Marina, Boyne City to Boyne Valley Trail, Rotary Park, and Old City Park totaling approximately \$93,000.

2020 Charlevoix County Parks Millage Applications are due by February 1, 2020. Staff is proposing to submit two separate applications jointly with Evangeline Township to provide parking and access to the multi-use trails to be constructed by TOMMBA adjacent to the former city landfill property (see attached map). The projects are supported by the City of Boyne City Parks and Recreation Commission and the Evangeline Township Board:

1. Former City Landfill Property – Old Horton Bay Rd.
 - Construction of a trail head and parking area (Priority #1)
2. Former City Landfill Property – Old Horton Bay Rd.
 - Construction of a trail head pathway from parking area (Priority #2)

No matching or supporting funds are required for the Parks Millage Applications. The applications are reviewed and recommended for approval to the Charlevoix County Board of Commissioners by an advisory panel. Maximum fund allocation is unofficially capped at \$10,000 per project, however, joint applications may receive additional funding.

Recommendation: to approve submitting an application request in the amount of \$30,114.07 for the Boyne Forest Trail - Trail Head Parking Lot and,

to approve submitting an application request in the amount of \$16,259.83 for the Boyne Forest Trail - Trail Head Pathway and,

adopt the attached resolutions supporting the application of the projects and authorize the City Manager to sign all of the required documents to secure the funds.

Other options:

- Amend the recommendation
- Request additional information from staff
- Deny one or more of the recommendations

Charlevoix County Parks Millage Application Resolution

Resolution No. _____

WHEREAS, the **City of Boyne City** has the authority to construct, operate, and maintain the **Boyne Forest Trail - Trail Head Parking Lot**; and

WHEREAS, the **City of Boyne City** is requesting a **\$30,114.07** appropriation from the Charlevoix County Board of Commissioners; and

WHEREAS, the **City of Boyne City** desires to enhance, provide or create the **Boyne Forest Trail - Trail Head Parking Lot** to meet the needs of users in Charlevoix County;

THEREFORE, BE IT RESOLVED by the **City of Boyne City** that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

BE IT FURTHER RESOLVED that the **City Manager** of said **City of Boyne City** is hereby authorized and directed to cause the necessary data to be prepared and application to be signed and filed with the County of Charlevoix;

Passed and adopted at a regular meeting of the **City of Boyne City** on the **14th** day of **January 2020**.

Signature: _____

Print Name: _____

Title: _____

Date: ____ / ____ / ____

Clerk of Said: _____

Charlevoix County Parks Millage Application Resolution

Resolution No. _____

WHEREAS, the City of Boyne City has the authority to construct, operate, and maintain the **Boyne Forest Trail - Trail Head Pathway**; and

WHEREAS, the City of Boyne City is requesting a **\$16,259.83** appropriation from the Charlevoix County Board of Commissioners; and

WHEREAS, the City of Boyne City desires to enhance, provide or create the **Boyne Forest Trail - Trail Head Pathway** to meet the needs of users in Charlevoix County;

THEREFORE, BE IT RESOLVED by the **City of Boyne City** that, pursuant and subject to all of the terms and provisions of the Charlevoix County Parks millage, application be made to the Charlevoix County Board of Commissioners for funding; and

BE IT FURTHER RESOLVED that the **City Manager** of said **City of Boyne City** is hereby authorized and directed to cause the necessary data to be prepared and application to be signed and filed with the County of Charlevoix;

Passed and adopted at a regular meeting of the **City of Boyne City** on the **14th** day of **January 2020**.

Signature: _____

Print Name: _____

Title: _____

Date: ____ / ____ / ____

Clerk of Said: _____





To: Michael Cain, City Manager 
Boyne City City Commission

From: Kelsie King-Duff, Executive Director 

Date: January 10, 2019

Subject: Snow Removal Enforcement

Overview:

The Boyne City Main Street board discussed the enforcement of snow removal in the core downtown area at their January 2nd meeting. Business owners and building owners downtown often contact our office during the winter months regarding snow removal and business or building owners that do not remove the snow from their sidewalks in front of their buildings. This makes it very difficult to walk through downtown, increases liability for trip & fall claims and is frustrating to those that do take care of their sidewalks in front of their stores. Business owners are responsible for snow removal in front of their buildings and a letter and map are sent out each November from Main Street and Department of Public Works explaining the process DPW uses to help with sidewalk snow removal and clear snow from downtown (when more than two inches fall DPW will come in and go over the sidewalks once). Because of the number of complaints received last winter our office explored having multiple businesses sign on to one contract in order to get a better rate on snow removal, but this is not viable. Ultimately, the building/business owner is responsible for snow removal in front of their building and need to make sure it is taken care of. City ordinance 54-60 allows for enforcement of snow removal if it is not done within 24 hours of the snow fall. The ordinance states:

Sec. 54-60. Snow and ice.

- (a) The provisions of this section shall apply to the owner or owners of any lot or premises within the geographical area established by the city and on file at the city hall.
- (b) If the owner or owners of any lot or premises, subject to the provisions of this section shall fail to remove the ice or snow obstructing the sidewalk or sidewalks adjoining or in front of said lot or premises, within 24 hours after said ice or snow has formed or fallen, then the city commission will cause the same to be removed, and the expense, thereof,

or such part thereof, as the city commission shall have determined, shall be charge to such owner or owners.

(c) If not paid, such expenses shall be a lien against the abutting property.

(Comp. Ords. 1986, 30.252, 30.253)

Recently, the Planning Department, DPW, City Manager, and Main Street met to discuss enforcement and how this would take place. Ultimately to enforce snow removal the City Commission needs to set a designee to do the enforcement (like grass height enforcement). It was discussed only doing enforcement in the noted area of downtown (a map follows this memo). In order for enforcement to take place, City Commission to set a designee to do so and staff can work with building owners from there. It was discussed to have the Police Department deliver the building or business owner notification of the ordinance and then if compliance is not received to have the Planning and DPW Departments work together to have the snow taken care of. The Main Street board has recommended to City Commission that staff be authorized to implement snow removal enforcement in the designated downtown area, implementing ordinance #54-60.

RECOMMENDATION:

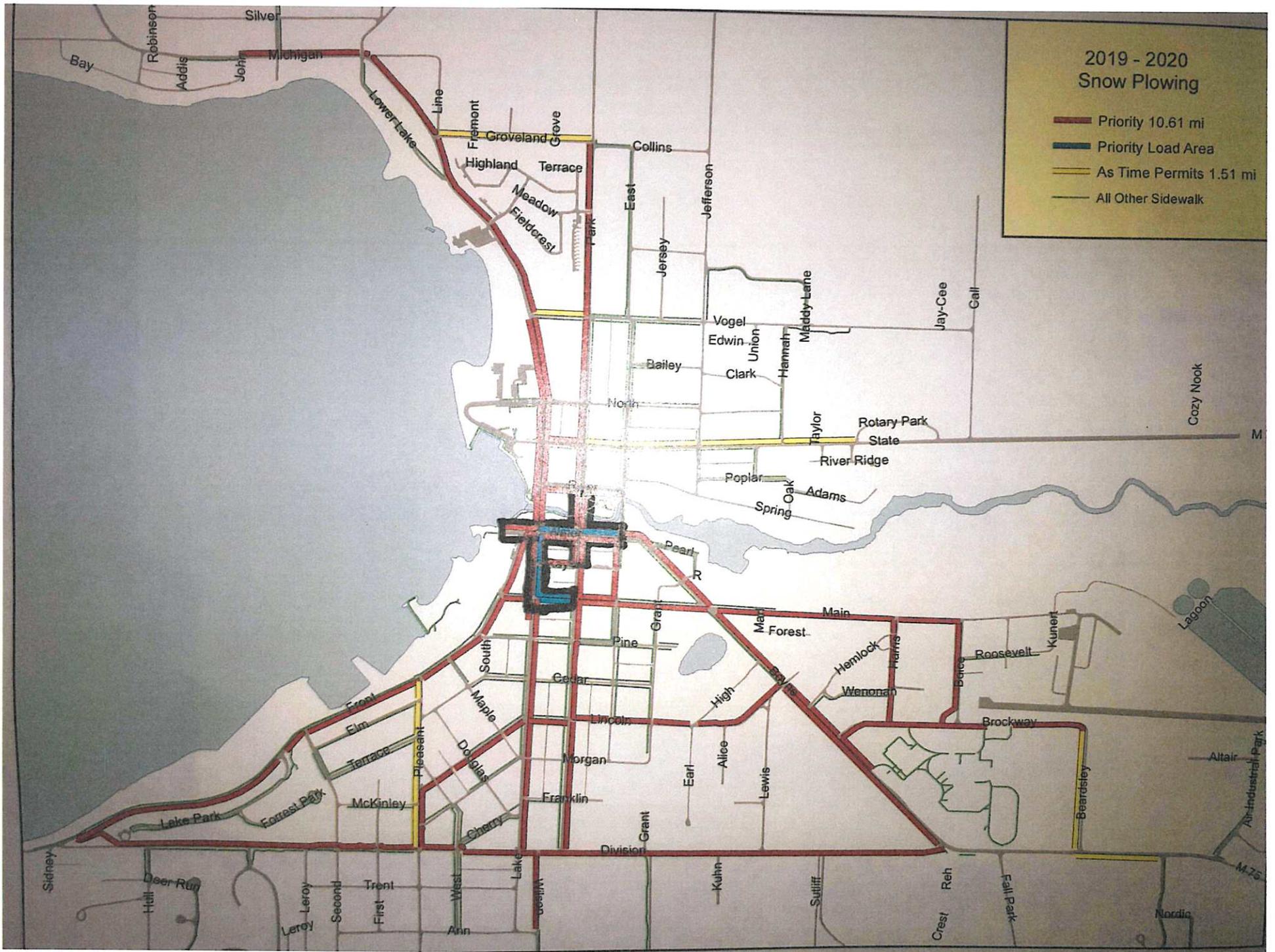
Approve the authorization of staff to implement snow removal enforcement in the designated downtown area, implementing ordinance #54-60

Options include:

1. Approve as presented
2. Do not approve as presented
3. Postpone for further consideration
4. Other options as determined by commission

2019 - 2020 Snow Plowing

- Priority 10.61 mi
- Priority Load Area
- As Time Permits 1.51 mi
- All Other Sidewalk





City of Boyne City

EMS

MEMO

Date: January 10, 2020

To: Michael Cain, City Manager *Mc*

From: John M Lamont, EMS Director *JML*

Subject: Online Education platform

Overview:

Ongoing education is required for EMS staff to maintain their Michigan licensure. There are mandated annual training the staff must complete for our agency to be licensed by the State of Michigan. There are also some requirements (OSHA, HIPAA, etc.) for initial and recurrent education of EMS staff members that are above and beyond licensure requirements and are required for compliance. In the past, some of these topics have been covered at staff meetings and hosted education sessions with marginal utility as not all staff can attend meetings due to other commitments. Some staff members attended conferences to obtain the training they need. Meeting training needs through traditional methods has become challenging and compliance with mandatory education requirements more difficult.

Proposal:

Target Solutions from Vector Technologies provides a subscription-based online training library of more than 7,000 courses. Online courses are generally 1-2 hours in length and provide continuing education credits at completion of quiz. Users can select courses they may need for licensure, and the agency can mandate topics for completion based on procedural changes or needs as they are identified. It is a very flexible platform from a user perspective. Target Solutions provides our agency the ability to track the staff compliance on completing required training.

This solution is being used by other EMS providers in the region, and staff training records are stored at the individual user level. Staff may work for more than one agency and will have training consolidated into a single location.

Cost:

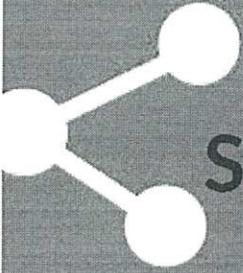
The fees for this solution are based on an annual maintenance fee of \$395 and a per user fee of \$89 (25 members currently). The projected fee is \$2,620 for a year with a 3.0% annual increase annually. As staffing levels fluctuate, the costs may also change. The vendor will provide a monthly invoice with terms of net 30 on any invoice. The term is one year with automatic renewal unless 60 day notice is given prior to end of the term.

RECOMMENDATION: That the City Commission authorize the City Manager or his designee to enter into a one year contract with Vector Technologies for \$2,620 for the year.

- Options:
- A. Postpone for further review and/or information.
 - B. Postpone to seek other quotations.
 - C. Do not obtain services from Vector Technologies for Target Solutions.
 - D. Other options as determined by the City Commission.

7,600 + Available Courses.

Our technology helps professionals learn, train and perform to the optimum potential. For more information, visit VectorSolutions.com



Shared Content

Commercial

RedVector

CONVERGENCE
TRAINING

- ✓ Architecture & Design
- ✓ Building Codes & Standards
- ✓ Construction & Craft
- ✓ Engineering
- ✓ Process Operations
- ✓ Maintenance & Reliability
- ✓ Mechanical Maintenance
- ✓ Power Generation, T&D
- ✓ Chemical Processing
- ✓ Facility Management
- ✓ Project Management
- ✓ Safety

Education

safesCHOOLS TeachPoint⁺
safecoLLEGES Exceptional
Child.

- ✓ Emergency Management
- ✓ Active Shooter
- ✓ Employment Practices
- ✓ Environmental & Safety
- ✓ Health & HR
- ✓ Online Safety
- ✓ Nutrition Services
- ✓ Security
- ✓ Social and Behavioral
- ✓ Child Abuse & Bullying
- ✓ Special Education
- ✓ Transportation

Public Sector

TARGETSOLUTIONS

- ✓ Emergency Medical Services
- ✓ Trauma
- ✓ Fire, NFPA, ARFF
- ✓ Human Resources
- ✓ Law Enforcement
- ✓ Motor Vehicle Safety
- ✓ OSHA & Compliance
- ✓ Professional Security
- ✓ Water & Wastewater

Professional Development: ✓ Soft Skills ✓ IT Infrastructure ✓ Social Engineering ✓ Cyber Security ✓ Microsoft ✓ CompTIA & More

VECTOR
SOLUTIONS

POWERFUL TECHNOLOGY. Built for Everyday Heroes.

Vector Solutions, a leader in eLearning and performance support solutions, provides innovative training technology for professionals serving the public sector, education and commercial industries. Our goal is to help these everyday heroes be safer and more effective on the job.

Revolutionary Technology Solutions That **Save Lives**,
Inspire Professionals and **Elevate Performance**.



Extensive online training library exceeding more than 7,000 courses written by more than 250 subject matter experts



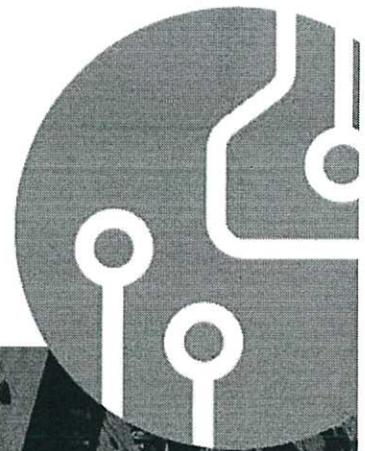
Intuitive, easy-to-use software applications are utilized by more than 5 million professionals worldwide



Mobile content modernization and microlearning courses provide professionals with 24/7 accessibility



Innovative solutions in learning and technology create safer, more capable and more compliant organizations



RedVector

CONVERGENCE
TRAINING

TARGETSOLUTIONS

safesCHOOLS

safecoLLEGES

TeachPoint

Exceptional
* ☆ Child *



Schedule A

By signing the Client Agreement, you are 1) agreeing to the pricing and terms presented in the Agreement; 2) agreeing you have read and accept the Client Agreement and License Terms and; 3) agreeing you have read the TargetSolutions Platform System Requirements and Platform Solution Description documents listed in detail at the following URL:

<https://www.targetsolutions.com/clients/client-resources/>

Date: 01-09-2020

Pricing Valid for 30 days.

Client Information

Client Name: Boyne City EMS (MI)	
Address: 319 N Lake St Boyne City, Michigan 49712	
Primary Contact Name: John Lamont	Primary Contact Phone: 231-582-9535

Terms

Effective Date: 01-31-2020	Initial Term (months): 12
--------------------------------------	-------------------------------------

Invoicing Contact Information (Please fill in missing information)

Billing Contact Name: John Lamont			
Billing Address: 319 N Lake St Boyne City, Michigan 49712		Billing Phone: 231-582-9535	
Billing Email: jlamont@boynecity.com	PO#:	Billing Frequency: Annual	Payment Terms: Net 30

Annual Subscription Services

Product	Description	Quantity	Unit Price	Total
TargetSolutions Premier Membership Platform	Discounted Rate from \$109/User/Year to \$89/User/Year	25	\$89.00	\$2,225.00
TargetSolutions Maintenance Fee		1	\$395.00	\$395.00
Total:				\$2,620.00

Grand Total (including Implementation & Training): \$2,620.00

Please note that this is not an invoice and taxes are excluded. An invoice will be sent within fourteen (14) business days of your Contract Effective Date.



Client Agreement

This Target Solutions Client Agreement (the "Agreement"), effective as of the date noted in the attached Schedule A (the "Effective Date"), is by and between TargetSolutions Learning, LLC, d/b/a Vector Solutions ("TargetSolutions"), a Delaware limited liability company, powered by CrewSense, LLC ("CrewSense") and Halligan, Inc. ("Halligan") (collectively referred to herein as "TSL") and the undersigned client ("Client"), and governs the purchase and ongoing use of the services described in this Agreement (the "Services").

1. Services. TSL shall provide the following services:

1.1. Access and Use. TSL will provide Client a non-exclusive, non-transferable, revocable, limited license to remotely access and use the software as a service ("Services") hereunder and, unless prohibited by law, will provide access to any person designated by Client ("Users").

1.2. Availability. TSL shall use commercially reasonable efforts to provide access to and use of the Services by Client's Users twenty-four (24) hours a day, seven (7) days a week, subject to scheduled downtime for routine maintenance, emergency maintenance, system outages and other outages beyond TSL's control.

1.3. Help Desk. TSL will assist Users as needed on issues relating to usage via Help Desk five (5) days per week at scheduled hours.

1.4. Upgrades and Updates. TSL may update or upgrade the Services at any time at its discretion. Without paying additional compensation, Client will receive access to any general upgrades and updates to the Services licensed from TSL, which upgrades and/or updates TSL makes generally available to its other clients. All updates and upgrades to the Services are subject to the terms and conditions of this Agreement.

2. Client's Obligations.

2.1. Compliance. Client shall be responsible for Users' compliance with this Agreement and use commercially reasonable efforts to prevent unauthorized access to or use of the Services.

2.2. Identify Users. Client shall (i) provide a listing of its designated/enrolled Users; (ii) cause each of its Users to complete a profile; (iii) maintain user database by adding and removing Users as appropriate; and (iv) when purchasing asset inventory management Services, identify stations, vehicles, drug safes, and other service specific details, as may be applicable.

2.3. Future Functionality. Client agrees that its purchases hereunder are neither contingent on the delivery of any future functionality or features nor dependent on any public comments regarding future functionality or features.

2.4. Additional Service Specific Client Obligations. The following subsections 2.4 (a) and 2.4 (b) apply only if Client is purchasing "Vector Solutions Incident Tracking Service":

(a) Client acknowledges that all notifications it receives from Vector Solutions Incident Tracking Service may contain sensitive personal information and client shall ensure that such information is secured from transmissions and/or disclosure to unauthorized recipients. Client understands that TSL does not control or own the data contained in the notifications. Client agrees that it will be solely responsible for establishing a security system to prevent the transmission and/or disclosure of such information to unauthorized recipient(s). In the event such information is disclosed to an unauthorized recipient(s), Client bears the burden and expense of notifying any individual whose sensitive personal information may have been disclosed to the extent required by law. Client further agrees to handle the data in compliance with any applicable federal, state, or local laws or regulations, and that it will monitor employees using the Incident Tracking Service.

(b) Client represents and warrants that it is not a health care provider, health plan, or health care clearinghouse (collectively, a "covered entity") as those terms are defined under the federal Health Information Portability and Accountability Act ("HIPAA"). Client further represents and warrants that it is not a business associate as that term is defined under HIPAA. Client further agrees to indemnify and hold TSL and its officers, members, agents and employees harmless from any and all claims and demands (including reasonable attorneys' fees associated with the same) made by Client and/or any third party due to or arising out of any claim that TSL is a covered entity or business associate, due to Client's use of the Incident Tracking Service.

3. Fees and Payments.

3.1. Fees. Client will pay for the Services in accordance with the fee schedule in Schedule A attached to this Agreement. Fees listed in Schedule A shall be increased by 3% per year both during the term of this Agreement, as well as for any renewal terms. License fees do not include any shipping, duties, bank fees, sales, use, excise or similar taxes due. If TSL is required to pay any such amounts, Client shall reimburse TSL in full.

3.2. Payments. All fees due under this Agreement must be paid in United States dollars or Canadian Dollars, as applicable to Client's location. Such charges will be made in advance, according to the frequency stated in Schedule A. TSL will invoice in advance, and such invoices are due net thirty (30) days from the invoice date. All fees collected under this Agreement are fully earned when due and nonrefundable when paid.

3.3. Suspension of Service for Overdue Payments. Any fees unpaid for more than ten (10) days past the due date shall bear interest at 1.5% per month. With fifteen (15) days prior written notice, TSL shall have the right, in addition to all other rights and remedies to which TSL may be entitled, to suspend Client's Users' access to the Services until all overdue payments are paid in full.

4. Intellectual Property Rights.

4.1. Client acknowledges that TSL alone (and its licensors, where applicable) shall own all rights, title and interest in and to TSL's software, website or technology, the course content, translations, compilations, partial copies, modifications, and updates, and the Services provided by TSL, as well as any and all suggestions, ideas, enhancement requests, feedback, recommendations or other information provided by Client, and this Agreement does not convey to Client any rights of ownership to the same. The TSL name and logo are trademarks of TSL, and no right or license is granted to Client to use them.

4.2. Client recognizes that TSL regards the software it has developed to deliver the Services as its proprietary information and as confidential trade secrets of great value. Client agrees not to provide or to otherwise make available in any form the software or Services, or any portion thereof, to any person other than Authorized Users of Client without the prior written consent of TSL. Client further agrees to treat the Services with at least the same degree of care with which Client treats its own confidential information and in no event with less care than is reasonably required to protect the confidentiality of the Services.

4.3. Except as otherwise agreed in writing or to the extent necessary for Client to use the Services in accordance with this Agreement, Client shall not: (i) copy the course content in whole or in part; (ii) display, reproduce, create derivative works from, transmit, sell, distribute, rent, lease, sublicense, transfer or in any way exploit the course content or Services in whole or in part; (iii) embed the course content into other products; (iv) use any trademarks, service marks, domain names, logos, or other identifiers of TSL or any of its third party suppliers; or (v) reverse engineer, decompile, disassemble, or access the source code of any TSL software.

4.4. If Client chooses to participate by uploading its information to its shared resource sections of TSL's website, Client hereby authorizes TSL to share any intellectual property owned by Client ("User Generated Content") that its Users upload to the shared resources section of TSL's website with TSL's third-party customers and users that are unrelated to Client ("Other TSL Customers"); provided that TSL must provide notice to Client's users during the upload process that such User Generated Content will be shared with such Other TSL Customers.

5. Term and Notice.

5.1. Term. The term of this Agreement shall commence on the Effective Date and will remain in full force and effect for the term indicated in Schedule A ("Term"). Upon expiration of the Initial Term, this agreement shall automatically renew for successive one (1) year periods (each, a "Renewal Term"), unless notice is given by either party of its intent to terminate the Agreement, at least sixty (60) days prior to the scheduled termination date. Upon expiration of the Initial or any Renewal Term, access to the Services may remain active for thirty (30) days solely for purpose of Company's record keeping (the "Expiration Period"). Any access to or usage of the Services following the Expiration Period shall be deemed Client's renewal of the Agreement under the same terms and conditions.

5.2. Notice. All required notices hereunder by either party shall be given by personal delivery (including reputable courier service), fees prepaid, or by sending such notice by registered or certified mail return receipt requested, postage prepaid, and addressed as set forth on the last page of this Agreement. Such notices shall be deemed to have been given and delivered upon receipt or attempted delivery (if receipt is refused), as the case may be, and the date of receipt identified by the applicable postal service on any return receipt card shall be conclusive evidence of receipt. Either party, by written notice to the other as above described, may alter the address for receipt by it of written notices hereunder.

6. Mutual Warranties and Disclaimer.

6.1. **Mutual Representations & Warranties.** Each party represents and warrants that it has full authority to enter into this Agreement and to fully perform its obligations hereunder.

6.2. **Disclaimer.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, NEITHER PARTY MAKES ANY WARRANTIES OF ANY KIND, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW.

THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THE SERVICES IS WITH CLIENT. TSL DOES NOT WARRANT THAT THE FUNCTIONS CONTAINED IN THE SERVICES WILL MEET CLIENT'S REQUIREMENTS OR THAT THE OPERATION OF THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE.

6.3. WORKPLACE SAFETY IS YOUR RESPONSIBILITY. THAT DUTY CANNOT BE DELEGATED AND TSL ACCEPTS NO DELEGATION OF THAT DUTY. TSL WILL ASSIST YOU BY PROVIDING SPECIFIC SERVICES FOR WHICH YOU HAVE CONTRACTED.

7. Miscellaneous.

7.1. **Limitation on Liability.** Except as it relates to claims related to Section 4 or Section 7.2 of this Agreement, (a) in no event shall either party be liable to the other, whether in contract, warranty, tort (including negligence) or otherwise, for special, incidental, indirect or consequential damages (including lost profits) arising out of or in connection with this Agreement; and (b) the total liability of either party for any and all damages, including, without limitation, direct damages, shall not exceed the amount of the total fees due to, or already paid to, TSL for the preceding twelve (12) months.

7.1.1. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WHATEVER THE LEGAL BASIS FOR THE CLAIM, UNDER NO CIRCUMSTANCES SHALL TSL BE LIABLE TO CLIENT OR TO ANY OF CLIENT'S OFFICERS, DIRECTORS, MEMBERS, MANAGERS, SHAREHOLDERS, EMPLOYEES, CONTRACTORS, AGENTS, OR REPRESENTATIVES; OR TO ANY THIRD PARTY FOR ANY CLAIM, CAUSE OF ACTION, DEMAND, LIABILITY, DAMAGES, AWARDS, FINES, OR OTHERWISE, ARISING OUT OF OR RELATING TO PERSONAL INJURY, DEATH, OR OTHER HARM CAUSED FROM USE OF OR RELIANCE ON THE CONTENT OF THE COURSES. CLIENT, ITS OFFICERS, DIRECTORS, MEMBERS, MANAGERS, SHAREHOLDERS, EMPLOYEES, CONTRACTORS, AGENTS, AND REPRESENTATIVES RELY ON THE CONTENT OF THE COURSES AT THEIR OWN RISK.

SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF CERTAIN TYPES OF DAMAGES SO, SOLELY TO THE EXTENT SUCH LAW APPLIES TO CLIENT, THE ABOVE LIMITATIONS AND EXCLUSIONS MIGHT NOT APPLY TO CLIENT.

7.2. Indemnification.

7.2.1 **Indemnification by TSL.** TSL shall indemnify and hold Client harmless from any and all claims, damages, losses and expenses, including but not limited to reasonable attorney fees, arising out of or resulting from any third-party claim that the Services or any component thereof infringes or violates any intellectual property right of any person.

7.2.2 **Indemnification by Client.** To the extent permitted by applicable law, Client shall indemnify and hold TSL harmless from any and all claims, damages, losses and expenses, including but not limited to reasonable attorney fees, arising out of or resulting from any third party claim that any document, course, or intellectual property owned by Client or uploaded to the LMS by Client infringes or violates any intellectual property right of any person.

7.3. **Assignment.** Neither party may assign or delegate its rights or obligations to this Agreement without the prior written consent of the other, provided that such consent shall not be unreasonably withheld. Notwithstanding the foregoing, TSL may freely assign or transfer any or all of its rights without Client consent to an affiliate, or in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets.

7.4 **Force Majeure.** TSL shall have no liability for any failure or delay in performing any of its obligations pursuant to this Agreement due to, or arising out of, any act not within its control, including, without limitation, acts of God, strikes, lockouts, war, riots, lightning, fire, storm, flood, explosion, interruption or delay in power supply, computer virus, governmental laws or regulations.

7.5. No Waiver. No waiver, amendment or modification of this Agreement shall be effective unless in writing and signed by the parties.

7.6. Severability. If any provision of this Agreement is found to be contrary to law by a court of competent jurisdiction, such provision shall be of no force or effect; but the remainder of this Agreement shall continue in full force and effect.

7.7. Export Regulations. All Content and Services and technical data delivered under this agreement are subject to applicable US and Canadian laws and may be subject to export and import regulations in other countries. You agree to comply strictly with all such laws and regulations and acknowledge that you have the responsibility to obtain such licenses to export, re-export, or import as may be required after delivery to you.

7.8. Purchase Orders. Client may issue a purchase order for its convenience only, it being agreed by the Parties that the terms and conditions of this Agreement shall control. Any terms or conditions included in a purchase order or similar document issued by Client that conflict with the terms and conditions of this Agreement will not apply to or govern the transaction resulting from the purchase order, unless both Parties expressly agree in writing to the particular conflicting term or condition, in which event the agreed term or condition will apply only with respect to that particular purchase order.

7.9. Entire Agreement. This Agreement and its exhibits represent the entire understanding and agreement between TSL and Client, and supersedes all other negotiations, proposals, understandings and representations (written or oral) made by and between TSL and Client.

Signature Page Immediately Follows

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

TargetSolutions Learning, LLC
4890 W. Kennedy Blvd., Suite 300
Tampa, FL 33609

Boyne City EMS (MI)
319 N Lake St
Boyne City, MI 49712

By: _____

By: _____

Printed Name: Alex Krill

Printed Name: John Lamont

Title: Director Account Management

Title: Director

Date: _____

Date: _____

January 2020

January 2020						
Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4
12	13	14	8	9	10	11
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020						
Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1
9	10	11	12	13	14	8
16	17	18	19	20	21	15
23	24	25	26	27	28	22
						29

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 29	30	31	Jan 1, 20 City Offices Closed New Years Day	2 8:30am Main Street Board mtg.	3	4
5	6	7	8	9 5:00pm Parks & Rec	10	11
12	13 12:00pm EDC/LDFA	14 7:00pm City Commission	15	16	17	18
19	20 Martin Luther King Day (United States) 5:00pm Planning Commission	21	22	23 5:30pm Airport Advisory Board	24	25
26	27	28 12:00pm City Commission	29	30	31	Feb 1

February 2020

February 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 26	27	28	29	30	31	Feb 1
2	3	4 5:00pm ZBA	5	6 8:30am Main Street Board mtg.	7	8
9	10	11 7:00pm City Commission	12	13 5:00pm Parks & Rec	14 Valentine's Day (United States) Winter Tax Due Date	15
16	17 President's Day (United States) 5:00pm Planning Commission	18	19	20 5:00pm Historic District	21	22
23	24	25 12:00pm City Commission	26	27 5:30pm Airport Advisory Board	28	29