BOYNE CITY
CITY COMMISSION REGULAR MEETING
Boyne City Hall
319 North Lake Street
Tuesday, November 12, 2019 at 7:00 p.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

2A. OATHS OF OFFICE

3. ELECTION OF MAYOR

4. ELECTION OF MAYOR PRO-TEM

5. 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 October 22, 2019 City Commission regular meeting minutes as presented
B. Approval of a resolution for Charitable Gaming Licenses for Great Lakes Energy Annual Holiday Party raffle and authorize the City Clerk to complete the resolution
C. Approval of the recommendation of the Historical Commission to appoint Asuka Barden to the Boyne City Historical Commission for a three year term expiring June 30, 2022
D. Approval of the recommendation of the Historical Commission to reappoint Michele Hewitt to a two year term expiring June 30, 2021
E. Approval of the recommendation of the Historical Commission to reappoint Lisa Alexander to a three year term expiring June 30, 2022
F. Approval of the recommendation of the Historical Commission to reappoint Syrina Dawson to a three year term expiring June 30, 2022
G. Approval to purchase four Generation 1, 128GB iPads and four Defender series Otter Boxes for a total cost of $2,075.80 and authorize the City Manager to execute the documents
H. Approval of a purchase order contract with Landscape Forms for the purchase of eight (8) park benches and six (6) memorial plaques in an amount not-to-exceed $13,128.32 and authorize the City Manager to execute the documents
I. Approval of a purchase order contract with Site One Landscape Supply of Petoskey for the purchase of four (4) thirty packs of fifteen gallon tree watering bags in an amount not-to-exceed $2,160 and authorize the City Manager to execute the documents
J. Approval to authorize a purchase order contract with The Dynamic Group to purchase of two (2) replacement luminaries and two (2) head modules in an amount not-to-exceed $2,620 and authorize the City Manager to execute the documents
K. Approval to award a contract for design services for the Pine Street Storm Sewer & Resurfacing Project in an amount not-to-exceed $8,900 per the proposal dated November 1, 2019 and authorize the City Manager to execute the documents

L. Approval to authorize the contract with Northern Michigan Escapes for the 2019/2020 Winter for Snow Removal & Salting Services at City Hall and the Boyne River Board Walk in an amount not-to-exceed $11,000 and authorize the City Manager to execute the documents
M. Approval of the revised PA 210 Resolution for the Lofts on Lake Street as requested by the State and authorize the City Manager and/or City Clerk / Treasurer to submit it and any other necessary materials required

6. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)

7. CORRESPONDENCE

A. Notice of Intent to Prepare a Master Plan from Eveline Township
B. Correspondence from MML regarding Elected Officials Training

8. CITY MANAGER'S REPORT

9. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

A. Draft minutes of the October 1, 2019 Zoning Board of Appeals Meeting
B. Draft minutes of the October 3, 2019 Main Street Board Meeting
C. Draft minutes of the October 10, 2019 Parks & Recreation Commission Meeting
D. Draft minutes of the October 14, 2019 EDC Meeting
E. Draft minutes of the October 14, 2019 LDFA Meeting
F. Draft minutes of the October 21, 2019 Planning Commission Meeting
G. Draft minutes of the October 21, 2019 Historical Commission Meeting
H. Draft minutes of the October 24, 2019 Airport Advisory Board Meeting

10. OLD BUSINESS

11. NEW BUSINESS

A. Audit Presentation
Presentation of the City of Boyne City FYE 2019 Financial Report from Joe Verlin of Gabridge & Company

B. Storm Water Control Ordinance Second Reading
Consideration of a second reading to approve the Storm Water Management as proposed

C. Housing Barrier Amendments First Reading
Consideration of a first reading of proposed amendments to the Boyne City Zoning Ordinance to potential barriers to housing development and schedule a second reading for January 14, 2020

D. Main Street Contract
Consideration to approve the Boyne City Michigan Main Street Program Community Requirements and Expectations Agreement and authorize the City Manager to execute the documents

E. Fire Department ATV Purchase
Consideration to approve the purchase of a Polaris Ranger side-by-side in the amount of $23,179.97 using donated funds of $20,000 and authorize the City Manager to execute the documents

F. Employee Health Insurance / Health Savings Account Contribution

Consideration to authorize the City Manager and City Clerk / Treasurer to take the steps necessary to move to the Priority Health health insurance option identified as PH8 and increase the City's annual Health Savings Account contributions by $250 and $500 per covered employee per category until changed

12. GOOD OF THE ORDER

13. ANNOUNCEMENTS

- The next regular City Commission meeting is scheduled for November 26, 2019 at noon
- City Offices will be closed Thursday, November 28 and Friday November 29 in observance of Thanksgiving

14. ADJOURNMENT

Scan QR code or go to
www.cityofboynecity.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

OCTOBER 22, 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 OCTOBER 22, 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 Grunch, Commissioners Hugh Conklin, Sally Page and Dean Solomon

Absent: None

Staff: Cindy Grice, Michael Cain, Barb Brooks, Scott McPherson, Kelsie King-Duff, Patrick Kilkenny, Tim Faas, Jeff Gaither and Mark Fowler

Others: There were 16 citizens in attendance including a representative from the Petoskey News Review.

CONSENT AGENDA MOTION

2019-10-132
Moved by Conklin
Second by Grunch

Approval of the October 8, 2019 City Commission regular meeting minutes as presented
Approval to schedule a joint work session with the Planning Commission and the Parks & Recreation Board on Tuesday, November 19, 2019 at 7:00 p.m.
Approval of the recommendation from the Parks and Recreation Board to accept the resignation of Jo Bowman and appoint Tom Smith to the boards for the remainder of a four year term expiring December 31, 2022
Approval of the Compensation Commission 2019 recommendation to keep the compensation for the Mayor at the current levels of $3,250 per year and $2,700 per year for each Commissioner

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

Commissioner Candidate Barbara Malpass-Young said she was contacted by Clerk/Treasurer Cindy Grice about her campaign signs being within the City right of way and inquired if the other candidates received the same call. Clerk/Treasurer Grice said yes, Mayor Neidhamer had a few signs in the right of way and was contacted. Commissioner Conklin was not because only one sign was observed and it was not in the right of way.

Michele Cortright provided an update on the local trail statistics. She also presented the Commissioners with a 50th Anniversary copy of the Seaway Review.

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CORRESPONDENCE

Correspondence from J.E. Tiffany and Sons, LLC regarding the Boyne USA Boyne River Hydroelectric Project Draft Application for Subsequent License Transmittal to FERC was received and filed.

CITY MANAGERS REPORT

City Manager Cain reported:

- The groundbreaking for the Pavilion project took place this morning. Dewatering is in progress.
- Curb and driveway approaches are being finished on Terrace Street. Paving will take place later this week or next.
- The Boyne Valley trail project is also progressing with the initial clearing complete along the entire route.
- All drinking fountains have been removed from downtown and stored for the winter.
- Absentee ballots for the upcoming November City Commission election remain available.

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

The September 2019 Financial Statement was received and filed.

TOMMBA License Agreement

Consideration to approve entering into a license agreement with TOMMBA on the development, maintenance and use of a portion of city-owned property in Evangeline Township for the purpose of completing the Boyne Forest Trail System and authorize the City Manager to execute the documents.

Director of Public Works Tim Faas said that in 2013 the Top of Michigan Mountain Bike Association (TOMMBA) entered into an agreement with the Boyne City Public Schools for the development and use of surplus school property known as the Boyne School Forest Trail for mountain biking. Recently TOMMBA entered into a separate agreement with the Walloon Lake Association and Conservancy (WLAC) for the development, maintenance and use of 40 acres of recently acquired property west of the Boyne School Forest Trail for mountain biking. The City of Boyne City has been an interested and supportive partner with TOMMBA, WLAC and the Boyne City Public Schools to further the objective of adding more mountain biking trails in the region. The City of Boyne City owns an 80 acre property, west of the above two properties, that would be developed by TOMMBA for future trails connecting all three properties creating a network of trails for varying rider skill levels. The City of Boyne City also owns a property off of Old Horton Bay Road which would ideally serve as a trailhead and parking lot for access to the combined Boyne Forest Trail system.

At its August 8, 2019 meeting the Boyne City Parks & Recreation Commission unanimously supported the request by TOMMBA to have the City Commission enter into an agreement for the development, maintenance and use of the city property. Since that time, the City Commission discussed the agreement and suggested a few changes that have now been reviewed by our legal counsel.

In addition, the City Clerk received a letter of support for the agreement from the Evangeline Township Supervisor which was provided in the packet. Also attached is a letter from TOMMBA outlining some history in working together with the City and

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highlighting the approach it would take with the development of the trails.

Staff Comments: None

Citizens Comments: Michelle Cortright said there is a plan for fundraising once they get the green light to go on the trail development.

Board Discussion: All are in agreement with the proposed agreement.

MOTION

2019-10-133
Moved by Solomon
Second by Page

To approve entering into a license agreement with TOMMBA on the development, maintenance and use of a portion of city-owned property in Evangeline Township for the purpose of completing the Boyne Forest Trail System and authorize the City Manager to execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Balsam Street Vacation Public Hearing

Consideration of request to vacate the entirety of Balsam Place from Woodland Drive to Shady Lane.

Planning Director Scott McPherson discussed the application submitted to vacate the entirety of Balsam Place from Woodland Drive to Shady Lane. Currently four properties are accessed from Balsam Place which are 631, 639, 641 and 645 Woodland Street. The application petition includes 647 Woodland, however it appears this property is not adjacent to Balsam Street and the access for the property is entirely within the Woodland Street right-of-way. Three of the properties are bisected by Balsam Street. If the street is vacated, permits for two new driveways from Woodland Street for 631 and 639 would be requested. The remaining properties would continue to use the existing access and driveways as currently configured. City sanitary sewer line is located in the developed portion of the street. The portion of the street that is proposed to be vacated is 33' wide and borders three properties. All of the adjacent property owners have signed the petition for the application. As required, the public notice for the vacation request was completed and in response to the notice, a letter to the editor from Dorne Davis opposing the vacation request was submitted to the Boyne City Gazette and phone contact was received from a DTE representative citing concern regarding existing gas infrastructure and the need to reserve easements if the vacation request is approved. The developed portion of the street is currently plowed by the City and is designated on the City's Act 51 map. The proposal was reviewed by City department heads and given the property is a developed street that is certified and maintained and there is existing public and

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private infrastructure within the street and there have been no reported pedestrian or vehicle accidents on Balsam Street, City staff saw no compelling need to vacate the street.

Mayor Neidhamer opened the Public Hearing at 12:38 p.m.

Dick Sarchet said he has a concern about the large sweeping curve that generates a lot of snow build up. Would the City still clean up the snow excess. City Manager Cain said no, it would be treated like a private road if vacated. Mr. Sarchet also asked who would take care of the fire hydrant access and was informed the City would. Barb Malpass Young asked if we vacated the street, does it impact emergency services negatively and was informed no. Attorney Edward Engstrom, representing the petitioners, said utility rights would be preserved. Rose Newton said she wanted to see what it looks like and feels there is a safety issue.

Mayor Neidhamer closed the Public Hearing at 12:52 p.m.

Board Discussion: Commissioner Conklin said he didn't hear a very compelling reason to vacate the street. Mr. Engstrom said his clients wouldn't have a road bisecting their land. Property owners would not be able to build over the easement. This would be a no brainer.

MOTION

2019-10-134
Moved by Conklin
Second by Page

To approve the request to vacate the entirety of Balsam Place from Woodland Drive to Shady Lane effective when all paperwork is done, and the applicants are to provide easements for all utilities

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Shoreline Demonstration Garden update

An update from the Lake Charlevoix Association on demonstration garden at west end of Sunset Park.

Staff Comments: None

Citizens Comments: Barbara Malpass-Young said let nature take its course, let it go and do the best we can.

Board Discussion: Commissioner Conklin said he had concerns about fishermen asking about it. So far we have had no complaints. Kids are using it.

Parks & Recreation Architectural & Engineering Services Firm Recommendation

Consideration to award a contract to Beckett & Raeder to perform the desired architectural & engineering services for the Avalanche & Open Space properties, and further that the scope of work also include an update to the City Parks & Recreation Master Plan for a total cost not-to-exceed $52,855 and authorize the City Manager execute the documents.

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Director of Public Works Tim Faas said one of the major projects for this fiscal year is to collect the necessary public input and complete the preliminary conceptual designs, cost estimates and phasing plans for various desired improvements at the Avalanche and Open Space properties. These plans would be used for applications for grant funding over the next three fiscal years. An outside consultant is recommended to perform this labor intensive, technical work generally starting in November 2019 and concluding in February 2020 including five (5) public meetings.

On October 2, 2019 the City of Boyne City received three (3) written proposals from professional consulting firms that offer both architectural and engineering services as outlined in the Request for Proposals document. The three firms were:

1) Orchard, Hiltz & McCliment (Petoskey);
2) C2AE (Gaylord); and
3) Beckett & Raeder, Inc. (Petoskey).

Upon review of the submittals, each firm is well qualified to perform the desired scope of services for us. The first two firms listed above recommended a civil engineer as the project manager, the third recommended a planner lead the project. A summary of the costs and hours is attached for review. These services are intended to be selected primarily on qualifications, with cost as a secondary factor.

I believe that Beckett & Raeder would offer the City of Boyne City the best combination of professional experience and price. It was the only firm that pointed out the need for the City to complete an update of its 2015 Parks & Recreation Master Plan concurrent with this work should the City of Boyne City desire to pursue State DNR grants in 2020. The additional scope of the Master Plan update would cost another $18,900; however, Beckett & Raeder offered to reduce the overall total cost of the combined services by 7.5% if awarded the Parks & Recreation Master Plan work as well. As such, the total cost for the original scope plus the Master Plan Update would be no greater than $52,855 which is less than the $60,000 budgeted for the original scope.

The Parks & Recreation Commission unanimously supported the selection of Beckett & Raeder at its October 10th meeting.

Staff Comments: None

Citizens Comments: Barbara Malpass-Young said it is a great bargain. What we are doing is wonderful.

Board Discussion: All are in favor of the recommendation.

MOTION

2019-10-135
Moved by Solomon
Second by Page

To approve to award a contract to Beckett & Raeder to perform the desired architectural & engineering services for the Avalanche & Open Space properties, and further that the scope of work also

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include an update to the City Parks & Recreation Master Plan for a total cost not-to-exceed $52,855 and authorize the City Manager execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Fireworks Ordinance Amendment Second Reading

Consideration of a second reading of an amendment to the Fireworks Ordinance as allowed/mandated by State law and adopt the amendment as presented.

Police Chief Jeff Gaither said that at the September 10, 2019 City Commission meeting, a first reading of the proposed new fireworks ordinance amendment was held. The new State Law, HB 5939 had significantly reduced the number of days people can shoot off fireworks unrestricted from 30 to 12 and allowed governments to establish ordinances that prohibit fireworks use on any day other than those listed. The recommended and proposed amendments are as follows:

Sec. 34-113. - Ignition, discharge, and use of consumer fireworks.
A person shall not ignite, discharge or use consumer fireworks except after 11 a.m. on the following days:
(a) December 31 until 1 a.m. on January 1.
(b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.
(c) June 29 to July 4 until 11:45 p.m. on each of those days.
(d) July 5, if that date is a Friday or Saturday, until 11:45 p.m.
(e) The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days

Sec. 34-116. - Penalty.
(a) ***Any person who violates any provision of this article is responsible for a municipal civil infraction, subject to payment of a civil fine of $1,000.00 for each violation of the ordinance and no other fine or sanction. $500.00 of the fine collected under the ordinance will be remitted to the Boyne City Police Department, as they are the law enforcement agency responsible for enforcing the ordinance***

The following sections will be repealed.

Sec. 34-112. - Fireworks defined.

(f) "National holiday" means the following legal public holidays (1-10

34-113. - Ignition, discharge, and use of consumer fireworks. A person shall not ignite, discharge or use consumer fireworks except for the day preceding, the day of, or the day after a national holiday, or by permit from the city commission.

Sec. 34-116. - Penalty.

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(a) Any person who violates any provision of this article is responsible for a municipal civil infraction, subject to payment of a civil fine pursuant to section 1-7.

(b) Repeat offenses under this article shall be subject to increased fines as provided by section 1-7.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement.

MOTION

2019-10-136
Moved by Conklin
Second by Page

To approve second reading of an amendment to the Fireworks Ordinance as allowed/mandated by State law and adopt the amendment as presented

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Goals Update

City Manager Cain and staff provided updates to the Commissioner on the City's goals

Good Of The Order

Commissioner Conklin said the Housing Summit he attended last week provided good and useful information.

ADJOURNMENT

Motion by Mayor Neidhamer, second by Mayor Pro Tem Grunch to adjourn the Regular City Commission meeting of Tuesday, October 22, 2019 at 2:12 p.m.

Tom Neidhamer Mayor	Cindy Grice Clerk/Treasurer

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MEMORANDUM

TO: Boyne City Commission **DATE:** November 4, 2019

FROM: Taylar Akin

SUBJ: Request to be recognized as a Charitable Organization in Boyne City

Great Lakes Energy would like to ask that the Boyne City Commission please recognize the People Fund as a Charitable Organization. The People Fund would like to be able to pull a raffle license from the State of Michigan Charitable Gaming Division to use at the GLE annual Holiday Party. A portion of the proceeds from the raffle will be donated to various charitable holiday organizations.

MICHIGAN LOTTERY
Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL.432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL — TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from People Fund of Boyne City,
NAME OF ORGANIZATION — CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL		DISAPPROVAL	
Yeas:	_____	Yeas:	_____
Nays:	_____	Nays:	_____
Absent:	_____	Absent:	_____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD — REGULAR OR SPECIAL

meeting held on _____.
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

_____
PRINTED NAME AND TITLE

_____
ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.

INTEROFFICE MEMORANDUM

TO: MICHAEL CAIN- CITY MANAGER

FROM: MICHELE HEWITT-HISTORICAL COMMIISION SECRETARY

SUBJECT: BOYNE CITY HISTORICAL COMMISSION

DATE: 10/29/2019

At our October 21, 2019 Boyne City Historical Commission meeting April Raycraft motioned to accept the board application from Asuka Barden for vacancy position for a three year term expiring June 30, 2022, second by Lisa Alexander, all ayes, motion carried. Boyne City Historical Commission is making a recommendation to the city commission to accept the three year term.

INTEROFFICE MEMORANDUM

TO: MICHAEL CAIN- CITY MANAGER MC

FROM: MICHELE HEWITT-HISTORICAL COMMIISION SECRETARY MH

SUBJECT: BOYNE CITY HISTORICAL COMMISSION

DATE: 10/29/2019

At our October 21, 2019 Boyne City Historical Commission meeting Syrina Dawson motioned to accept the renewal of three board members, Michele Hewitt, 2 year term ending June 30, 2021, Lisa Alexander, three year term ending June 30, 2022, and Syrina Dawson, three year term ending June 30, 2022, second by April Raycraft, all ayes, motion carried. Boyne City Historical Commission is making a recommendation to the city commission to accept the three board renewals.

Agenda Item 5G

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Scott McPherson, Planning Director SMM

Date: November 12, 2019

Subject: iPad Purchase

Background

In the fall of 2016 the City received funding approval for the Storm Water Management and Wastewater (SAW) grant application submitted in 2013. The MDEQ established the Strategic Water Quality Initiatives Fund (SWQIF) for the planning, design and construction of improvements for the collection and treatment of wastewater and/or stormwater systems. The submitted grant request was for a total estimated project amount of $767,608.00 of which the City would be required to match 10% totaling $76,760.00. Its primary focus is to encourage developing asset management programs that outline cost-effective operation and maintenance measures. Through the grant program funding is provided to communities to develop Wastewater Management Plans (WAMP), Stormwater Asset Management Plans (SAMP), and Stormwater Management Plans (SWMP). In addition to the development of the plans the purchase of computer hardware, software and training to develop and maintain the data are also grant eligible.

Discussion

In August the City Commission approved purchase two Eos Arrow 100 GNSS GPS units to provide one GPS unit each for the W-WW and DPW departments. These units will allow DPW and W-WW personnel the capacity to collect highly accurate data points (+/- 18 inches) while in the field which then can be integrated into the City GIS system. To download the GPS data and display GIS information in the field it is recommended that iPads be used. For each department 2 Gen 7 128GB iPads with Otter Box's has been recommended. The cost of the iPad unit is $429.00 and the cost of the Otter Box is $89.95. The total cost for 4 of each would be 4($429) + 4($89.95) = $2,075.80. Funds for the purchase of the hardware and software would be allocated as follows: SAW grant 90% ($1,868.22); DPW 5% ($103.79) and W-WW 5% ($103.79).

Recommendation

Approve purchase of 4 Gen 7 128GB iPad's and 4 Defender series Otter Boxes for a total cost of $2,075.80

Other Options

1. Do not approve purchase
2. Take no action pending further information.
3. Other action as the Commission deems appropriate.

BUY A COOLER, GET 3 FREE ACCESSORIES*

OTTERBOX

iPad (7th gen) Defender Series Case

SKU:77-62032

★★★★★ 5.0 (6) Write a review

COLOR: Black

$ 89.95

SAVE 10% ON SELECT CASES + SCREEN PROTECTOR BUNDLE

(See Details)

⚠ This color is out of stock. Get notified when it's available.

EMAIL ADDRESS SIGN UP

Looking to warranty this product?

Want to make a bulk or business purchase?

Defender Series is the iPad (7th gen) protective case that guards your device against drops, dirt and scrapes. The hard internal shell, soft outer slipcover and built-in screen protector deflect everyday action and accidents. And, the included shield stand enables hands-free viewing and comfortable typing.

ADD ACCESSORIES

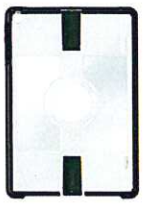
Alpha Glass Screen Protector - iPad (7th gen) $49.95

10,000 mAh Qi Wireless Power Pack - USB A-C + Qi Wireless Power Pack $79.95

YOU MAY ALSO LIKE

iPad (7th gen)

iPad (7th gen)



iPad (7th gen)
uniVERSE Case

iPad (5th and 6th gen.)
Defender Series Case

Alpha Glass Screen Protector
$49.95
ADD TO CART

Symmetry Series Clear Case
$79.95
ADD TO CART

$79.95
ADD TO CART

$89.95
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*Source: The NPD Group/Retail Tracking Service: Cell Phone Device Protection/Units Sold/Jan. 2015-Dec. 2018

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12.9-in. iPad Pro	iPad Air	iPad
Silver	Silver	Silver
Wi-Fi Starting at $999	**Wi-Fi** Starting at $499	**Wi-Fi** Starting at $329
Wi-Fi + Cellular Starting at $1149	**Wi-Fi + Cellular** Starting at $629	**Wi-Fi + Cellular** Starting at $459
Buy	Buy	Buy

Summary

12.9″	10.5″	10.2″
		Retina display

Liquid Retina display[1] ProMotion technology and True Tone	Retina display True Tone	
Face ID	Touch ID	Touch ID
A12X Bionic chip with Neural Engine	A12 Bionic chip with Neural Engine	A10 Fusion chip
Up to 1TB	Up to 256GB	Up to 128GB
Compatible with Apple Pencil (2nd generation)	Compatible with Apple Pencil (1st generation)	Compatible with Apple Pencil (1st generation)
Compatible with Smart Keyboard Folio and Bluetooth keyboards	Compatible with Smart Keyboard and Bluetooth keyboards	Compatible with Smart Keyboard and Bluetooth keyboards
USB-C connector	Lightning connector	Lightning connector

Capacity[2]

Wi-Fi	Wi-Fi	Wi-Fi

64GB	$999	**64GB**	$499	**32GB**	$329
256GB	$1149	**256GB**	$649	**128GB**	$429
512GB	$1349				
1TB	$1549				

Wi-Fi + Cellular		**Wi-Fi + Cellular**		**Wi-Fi + Cellular**	
64GB	$1149	**64GB**	$629	**32GB**	$459
256GB	$1299	**256GB**	$779	**128GB**	$559
512GB	$1499				
1TB	$1699				

Size and Weight[3]

Height 11.04 inches (280.6 mm)	**Height** 9.8 inches (250.6 mm)	**Height** 9.8 inches (250.6 mm)
Width 8.46 inches (214.9 mm)	**Width** 6.8 inches (174.1 mm)	**Width** 6.8 inches (174.1 mm)
Depth 0.23 inch (5.9 mm)	**Depth** 0.24 inch (6.1 mm)	**Depth** 0.29 inch (7.5 mm)
Weight (Wi-Fi) 1.39 pounds (631 grams)	**Weight (Wi-Fi)** 1.0 pound (456 grams)	**Weight (Wi-Fi)** 1.07 pounds (483 grams)
Weight (Wi-Fi + Cellular) 1.4 pounds (633 grams)	**Weight (Wi-Fi + Cellular)** 1.02 pounds (464 grams)	**Weight (Wi-Fi + Cellular)** 1.09 pounds (493 grams)

Display

Liquid Retina display	Retina display	Retina display
12.9-inch (diagonal) LED-backlit with Multi-Touch and IPS technology[1]	10.5-inch (diagonal) LED-backlit with Multi-Touch and IPS technology	10.2-inch (diagonal) LED-backlit with Multi-Touch and IPS technology
2732-by-2048 resolution at 264 ppi	2224-by-1668 resolution at 264 ppi	2160-by-1620 resolution at 264 ppi
600 cd/m2 max brightness (typical)	500 cd/m2 max brightness (typical)	500 cd/m2 max brightness (typical)
Fingerprint-resistant oleophobic	Fingerprint-resistant oleophobic	Fingerprint-resistant oleophobic

coating	coating	coating
Fully laminated display	Fully laminated display	—
Antireflective coating	Antireflective coating	—
ProMotion technology	—	—
Wide color display (P3)	Wide color display (P3)	—
True Tone display	True Tone display	—

Chip

A12X Bionic chip with 64-bit desktop-class architecture	A12 Bionic chip with 64-bit desktop-class architecture	A10 Fusion fourth-generation chip with 64-bit desktop-class architecture
Neural Engine	Neural Engine	—
Embedded M12 coprocessor	Embedded M12 coprocessor	Embedded M10 coprocessor

Power and Battery[4]

Up to 10 hours of surfing the web on Wi-Fi, watching video, or listening to music Up to 9 hours of surfing the web using cellular data network Charging via USB-C to computer system or power adapter	Up to 10 hours of surfing the web on Wi-Fi, watching video, or listening to music Up to 9 hours of surfing the web using cellular data network Charging via USB to computer system or power adapter	Up to 10 hours of surfing the web on Wi-Fi, watching video, or listening to music Up to 9 hours of surfing the web using cellular data network Charging via USB to computer system or power adapter

Apple Pencil Compatibility

Learn more about Apple Pencil ›

✓	✓	✓
Apple Pencil (2nd generation)	Apple Pencil (1st generation)	Apple Pencil (1st generation)

Smart Keyboard Compatibility

Learn more about Smart Keyboard ›

✓	✓	✓
Smart Keyboard Folio	Smart Keyboard	Smart Keyboard

Camera

12-megapixel photos	8-megapixel photos	8-megapixel photos
ƒ/1.8 aperture	ƒ/2.4 aperture	ƒ/2.4 aperture
Live Photos with stabilization	Live Photos	Live Photos
Quad-LED True Tone flash	—	—
Wide color capture for photos and Live Photos	Wide color capture for photos and Live Photos	—
Backside illumination	Backside illumination	Backside illumination
Five-element lens	Five-element lens	Five-element lens
Hybrid IR filter	Hybrid IR filter	Hybrid IR filter
Autofocus with Focus Pixels	Autofocus	Autofocus
Tap to focus	Tap to focus	Tap to focus
Exposure control	Exposure control	Exposure control
Smart HDR for photos	Auto HDR for photos	HDR for photos
Panorama (up to 63 megapixels)	Panorama (up to 43 megapixels)	Panorama (up to 43 megapixels)
Burst mode	Burst mode	Burst mode
Timer mode	Timer mode	Timer mode
Photo geotagging	Photo geotagging	Photo geotagging

Video Recording

4K video recording at 30 fps or 60 fps	1080p HD video recording at 30 fps	1080p HD video recording at 30 fps
Slo-mo video support for 1080p at 240 fps	Slo-mo video support for 720p at 120 fps	Slo-mo video support for 720p at 120 fps
Time-lapse video with stabilization	Time-lapse video with stabilization	Time-lapse video with stabilization
Cinematic video stabilization	Video stabilization	Video stabilization
Continuous autofocus video	Tap to focus while recording	Tap to focus while recording
3x video zoom	3x video zoom	3x video zoom
Backside illumination	Backside illumination	Backside illumination
Video geotagging	Video geotagging	Video geotagging

Front Camera

TrueDepth camera	FaceTime HD camera	FaceTime HD camera
7-megapixel photos	7-megapixel photos	1.2-megapixel photos
Portrait mode	—	—
Portrait Lighting	—	—
Animoji and Memoji	—	—
Live Photos	Live Photos	Live Photos
Retina Flash	Retina Flash	Retina Flash
Wide color capture for photos and Live Photos	Wide color capture for photos and Live Photos	—
1080p HD video recording	1080p HD video recording	720p HD video recording
Smart HDR for photos and videos	Auto HDR for photos and videos	HDR for photos and videos
Backside illumination	Backside illumination	Backside illumination
Burst mode	Burst mode	Burst mode
FaceTime video calling over Wi-Fi or cellular[5]	FaceTime video calling over Wi-Fi or cellular[5]	FaceTime video calling over Wi-Fi or cellular[5]

Audio

Four speaker audio	Two speaker audio	Two speaker audio

Secure Authentication

Face ID	Touch ID	Touch ID
Enabled by TrueDepth camera for facial recognition	Second-generation fingerprint identity sensor built into the Home button	Fingerprint identity sensor built into the Home button

Apple Pay

Learn more about Apple Pay ›

Pay with your iPad using Face ID within apps and on the web	Pay with your iPad using Touch ID within apps and on the web	Pay with your iPad using Touch ID within apps and on the web

Siri

Learn more about Siri ›

Use your voice to send messages, set reminders, and more	Use your voice to send messages, set reminders, and more	Use your voice to send messages, set reminders, and more
Activate with only your voice using "Hey Siri"	Activate with only your voice using "Hey Siri"	Activate with only your voice using "Hey Siri"
Listen and identify songs	Listen and identify songs	Listen and identify songs

Cellular and Wireless

Learn more about cellular data ›

All models	**All models**	**All models**

Wi-Fi (802.11a/b/g/n/ac); 2.4GHz and 5GHz; simultaneous dual band; speeds up to 866 Mbps	Wi-Fi (802.11a/b/g/n/ac); 2.4GHz and 5GHz; simultaneous dual band; speeds up to 866 Mbps	Wi-Fi (802.11a/b/g/n/ac); 2.4GHz and 5GHz; speeds up to 866 Mbps
MIMO	MIMO	MIMO
Bluetooth 5.0 technology	Bluetooth 5.0 technology	Bluetooth 4.2 technology
Wi-Fi + Cellular	**Wi-Fi + Cellular**	**Wi-Fi + Cellular**
GSM/EDGE	GSM/EDGE	GSM/EDGE
—	—	—
UMTS/HSPA/HSPA+/DC-HSDPA	UMTS/HSPA/HSPA+/DC-HSDPA	UMTS/HSPA/HSPA+/DC-HSDPA
Gigabit-class LTE (up to 29 bands)[6]	Gigabit-class LTE (up to 28 bands)[6]	Gigabit-class LTE (up to 27 bands)[6]
Built-in GPS/GNSS	Built-in GPS/GNSS	Built-in GPS/GNSS
Data only[7]	Data only[7]	Data only[7]
Wi-Fi calling[6]	Wi-Fi calling[6]	Wi-Fi calling[6]

SIM Card

Nano-SIM (supports Apple SIM[8])	Nano-SIM (supports Apple SIM[8])	Nano-SIM (supports Apple SIM[8])
eSIM[8]	eSIM[8]	eSIM[8]

Connector

USB-C	Lightning	Lightning
Smart Connector (back)	Smart Connector	Smart Connector

Sensors

Face ID	Touch ID	Touch ID

Three-axis gyro	Three-axis gyro	Three-axis gyro
Accelerometer	Accelerometer	Accelerometer
Ambient light sensor	Ambient light sensor	Ambient light sensor
Barometer	Barometer	Barometer

12.9-inch iPad Pro	iPad Air	iPad
Tech specs › Learn more ›	Tech specs › Learn more ›	Tech specs › Learn more ›

1. The displays have rounded corners. When measured as a rectangle, the iPad Pro 12.9-inch screen is 12.9 inches diagonally and the iPad Pro 11-inch screen is 11 inches diagonally. Actual viewable area is less.
2. Available space is less and varies due to many factors. A standard configuration uses approximately 10GB to 12GB of space (including iOS 12 and preinstalled apps) depending on the model and settings. Preinstalled apps use about 4GB, and you can delete these apps and restore them. Storage capacity subject to change based on software version and may vary by device.
3. Size and weight vary by configuration and manufacturing process.
4. Battery life varies by use and configuration. See apple.com/batteries for more information.
5. FaceTime calling requires a FaceTime-enabled device for the caller and recipient and a Wi-Fi connection. Availability over a cellular network depends on carrier policies; data charges may apply.
6. Data plan required. Gigabit-class LTE, LTE Advanced, LTE, and Wi-Fi calling are available in select markets and through select carriers. Speeds are based on theoretical throughput and vary based on site conditions and carrier. For details on LTE support, contact your carrier and see apple.com/ipad/LTE.
7. Cellular data plan is sold separately. The model you purchase is configured to work with a particular cellular network technology. Check with your carrier for compatibility and cellular data plan availability.
8. Not all carriers support Apple SIM and eSIM. See your carrier for more details. Not available in China mainland. The eSIM technology works with the 11-inch iPad Pro, 12.9-inch iPad Pro (3rd generation), iPad Air (3rd generation), iPad (7th generation), and iPad mini (5th generation). Apple SIM works with the 9.7-inch iPad Pro, 10.5-inch iPad Pro, iPad (5th and 6th generation), iPad Air 2, iPad mini 3, and iPad mini 4.

HomePod
iPod touch
Accessories
Gift Cards

Account
Manage Your Apple ID
Apple Store Account
iCloud.com

Financing
Apple Trade In
Order Status
Shopping Help

For Healthcare
Apple in Healthcare
Health on Apple Watch
Health Records on iPhone

For Government
Shop for Government
Shop for Veterans and Military

About Apple
Newsroom
Apple Leadership
Job Opportunities
Investors
Events
Contact Apple

More ways to shop: Find an Apple Store or other retailer near you. Or call 1-800-MY-APPLE.

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Scott McPherson

From: Chad Collins <CCollins@avineon.com>
Sent: Tuesday, November 5, 2019 9:10 AM
To: Scott McPherson
Subject: RE: ipad specs

Hi Scott,

This is the base iPad spec we suggest (or the latest/most comparable model):

iPad 9.7" 128gb WiFi w/Otter Box case

You can utilize the WiFi model if you don't have or want to afford live Internet access via cellular network, you can always use a cell-phone hot-spot if needed anyway. People using the Eos Arrow 100 GPS devices like yourself typically go with the Wi-Fi model and they work in an "offline" or "disconnected" mode with Collector for ArcGIS in the field and then sync the data collection/data edits back to the cloud data once back on a Wi-Fi or other Internet connection.

If using the Internet connection in the field via cellular network (cellular enabled iPad or linked to cell phone via hot-spot) enables the data collection to be push directly to the cloud database and pulled back to update your map you are viewing on the iPad. This is sometimes beneficial if someone in the office wants to see live data collection progress on the online map or if you have multiple people collecting data in the field, you can see each others progress/data in the field map on the iPad. A nice to have but not necessary.

Best Regards,

Chad Collins
Manager, Technical Services
Avineon, Inc.
310 W. Front St. Suite 225
Traverse City, MI 49684
Mobile: +1-231-884-9995
Office: +1-231-995-8266 x103
Email: ccollins@avineon.com

InfoGeographics, Inc.
Has joined the Technical Services Group of Avineon, Inc.
www.InfoGeographics.com

AVINEON. | esri Utility Network Management Specialty | esri Release Ready Specialty | esri ArcGIS Marketplace Provider

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From: Scott McPherson <smcpherson@boynecity.com>
Sent: Tuesday, November 5, 2019 8:57 AM
To: Chad Collins <CCollins@avineon.com>
Subject: ipad specs

Hi Chad,

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Tim Faas, Director of Public Works TF

Date: November 8, 2019

Subject: **Park Benches Purchase Recommendation**

BACKGROUND:

In order to fulfill the current requests for six (6) memorial benches made this year and also to replace two (2) dilapidated park benches in City parks, we solicited pricing on eight (8) benches in the ivy green colors we have throughout the city. We will also require six (6) memorial plaques for these Scarborough-style memorial benches. Our vendor (Landscape Forms) provided pricing on October 22, 2019 for a total cost of $13,128.32 including shipping.

These costs are included in the 2019/2020 budget and would be charged to the following account: #101-751-970.000 (Parks – Capital Outlay). The expenses for the six (6) memorial benches and plaques will be recouped from the donors and deposited in the general fund revenues to offset the expense.

RECOMMENDATION:

It is my recommendation that the City Commission approve a purchase order contract with Landscape Forms for the purchase of eight (8) park benches and six (6) memorial plaques in an amount not-to-exceed $13,128.32. Further, I would recommend the City Manager execute the documents.

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: Quotation from Landscape Forms dated October 22, 2019

Quote

Date: 10/22/2019

LF Quote#: 0000293614

PO#:

Project: City of Boyne City Donor Benches 2019

Bill To: City of Boyne City
ATTN: Accounts Payable
319 N. Lake St.
Boyne City, MI 49712

CORPORATE
7800 E. Michigan Avenue
Kalamazoo, MI 49048-9543
P: 800.521.2546 F: 269.381.3455
www.landscapeforms.com
Federal I.D.# 38-1897577
FSC# RA-COC-001261

Ship To: City of Boyne City
ATTN: Tim Faas
1028 Robinson Street
Boyne City, MI 49712

Ship To Contact Phone:231-582-0375
Ship Via: Common Carrier
F.O.B.: Destination

Qty	Description	Unit Price	Total Price
	CONTRACT: NCPA 07-53		

When ordering please confirm:

- Shipping address and contact information (name and ph#)
- Billing address and contact information
- Is your firm or the project tax exempt? If so, exemption certificate must accompany order
- Delivery schedule:

___Ship immediately upon completion
OR Ship On/After the date:_____

8	Scarborough Bench Style: *Backed* Length: *72"* Insert: *Horizontal Strap* Powdercoat Color: *Ivy* Standard Features: *Freestanding/Surface Mountable*	$ 1,327.29	$ 10,618.32
6	Machined Plaque. Type: Bronze. Size: 2" x 10". Mounting: Recessed. Bench style: Scarborough strap.	$ 275.00	$ 1,650.00

Item Total	$ 12,268.32
Shipping & Handling	$ 860.00
Sub Total	$ 13,128.32
Estimated Tax	$ 787.70
Document Total	$ 13,916.02

Payment Terms: NET 30 DAYS

Cust #: 60573
SSR: Lindsey Robinson
Rep: Kyle Verseman, MI5

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms®

Quote

Date: 10/22/2019

LF Quote#: 0000293614

PO#:

Project: City of Boyne City Donor Benches 2019

Bill To: City of Boyne City
ATTN: Accounts Payable
319 N. Lake St.
Boyne City, MI 49712

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Kalamazoo, MI 49048-9543
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Ship To: City of Boyne City
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1028 Robinson Street
Boyne City, MI 49712

Ship To Contact Phone:231-582-0375
Ship Via: Common Carrier
F.O.B.: Destination

Landscape Forms, Inc. reserves the right to change payment terms based on payment history as well as information obtained from commercial credit reporting agencies.

- Purchaser is responsible for confirming options, materials, quantities, etc., for completeness and conformity to plans and specifications.
- Changes to or cancellations of orders may incur a penalty charge of 30% or more. Special orders may not be changed or cancelled.
- Studio 431 (custom) orders cannot be cancelled once purchase order is received and approved.
- Studio 431 orders are subject to price increase after engineering/product development is complete and approved by designer, end user and purchaser. Modifications in price will be handled via Change Order.
- No merchandise can be returned without authorization from Landscape Forms. Returns may be subject to a disposition fee of 30-100%.
- Prices based on quantities shown and quantity changes may affect price.
- QUOTED prices are held for 60 days. After receipt of a written ORDER, prices will be held for up to one year from receipt of the order. Changes in quantity or specification may affect pricing.
- Pricing includes selection from our standard color palette. Optional colors and custom color matches are available for an additional fee and will extend lead-time. Please contact our corporate office for more information.
- Fixtures for custom products are the property of Landscape Forms, Inc., and are not available for sale.
- Landscape Forms is a supplier only and ships via common carrier. Customer is responsible for offloading and installing unless otherwise indicated above.
- Handling fees alone will apply on third party and customer pick-up orders.
- Mounting hardware is only available on a limited number of products. Please consult the installation recommendations or contact our corporate office to confirm. In the event hardware is provided, it MUST be used for proper installation.
- Refer to Care and Maintenance guidelines for more detailed information and instructions.
- All orders ship upon completion of fabrication. A one-week grace period may be available, after which storage fees will apply.
- This Agreement contains the entire understanding between the parties. All prior communications are merged into this Agreement. The terms of this Agreement shall control any conflict between documents.
- This Agreement may be signed by the parties separately and by facsimile, and together they shall be deemed one binding, original Agreement.
- Purchaser shall pay all costs and expenses paid or incurred by Landscape Forms, Inc. in collecting any amounts due for goods purchased by Purchaser, including without limitation, reasonable attorneys' fees and collection costs. Balances on invoices not paid within 30 days of date of invoice, or within an alternate period of time as determined and indicated by Landscape Forms, shall incur interest at a rate of 18% per annum. Cash discounts are not offered.
- Tax is estimated. Actual tax will be charged on final invoice and shall be payable by the Purchaser. U.S. customers must provide a valid sales tax exemption or resale certificate to remove liability.

Cust #: 60573
SSR: Lindsey Robinson
Rep: Kyle Verseman, MI5

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms®

Quote

Date: 10/22/2019

LF Quote#: 0000293614

PO#:

Project: City of Boyne City Donor Benches 2019

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Ship Via: Common Carrier
F.O.B.: Destination

- To the extent purchaser supplies or modifies the standard specifications for any products, Landscape Forms, Inc. expressly disclaims all representations and warranties related to such products or their design whether express or implied except that the products shall be manufactured in accordance with purchaser's specifications.
- **REMITTANCE OPTIONS:** For information on paying via credit card, ACH, direct bank transfer, or wire please email us at AR@landscapeforms.com. Mail payments to:

USD Checks
Landscape Forms, Inc.
Dept 78073
PO Box 78000
Detroit, MI 48278-0073
USA

CAD Cheques
Landscape Forms, Inc.
PO Box 2408
Station A
Toronto, Ontario M5W 2K6
CAN

Cust #: 60573
SSR: Lindsey Robinson
Rep: Kyle Verseman, MI5

Landscape Forms Customer Service

Purchaser

Seller

landscapeforms®

commemorative plaques

technical information

May 2010

Landscape Forms supplies commemorative plaques for many bench styles. This technical information sheet serves as a thought starter. Contact your Landscape Forms sales representative for selection assistance and pricing.

Steps to specifying a bench with commemorative plaque:

1. Choose bench style first
2. Determine verbiage for plaque
3. Determine which plaque style (machined or etched) best accommodates the verbiage

Considerations when specifying a bench with commemorative plaque:

1. Preferred bench style: wood or metal

WOOD:
Plaque may be surface-mounted or recessed. Note: The machined plaque is 5/16" thick and will protrude from the surface more than the 1/16" thick etched plaque.

METAL:
Most styles do not allow the plaque to be recessed. In this case, the thinner etched plaque is more suitable.

2. Preferred plaque style

MACHINED:
Style: Traditional with raised lettering on bronze

Material: Bronze

Size: 2" h x 10" w x 5/16" d

Fonts: Times New Roman (consult with your sales representative if other fonts are desired)

Verbiage: Number of characters and lines limited due to machining process

Mounting: Recessed for wood benches or Scarborough strap bench. Surface-mounted for all other bench styles

Typical Bench Styles: Scarborough strap bench (recessed or surface mounted plaque), Plainwell wood bench (recessed or surface mounted plaque), Plainwell aluminum bench (surface mounted plaque only)

2. Preferred plaque style *(continued)*

ETCHED:
Style: Transitional or contemporary look with letters etched into bronze or stainless steel.

Material: Stainless Steel or Bronze

Size: 2" h x 10" w x 1/16" d

Fonts: Times New Roman (consult with your sales representative if other fonts are desired)

Verbiage: Etching process allows for more characters and lines

Mounting: Surface Mounted

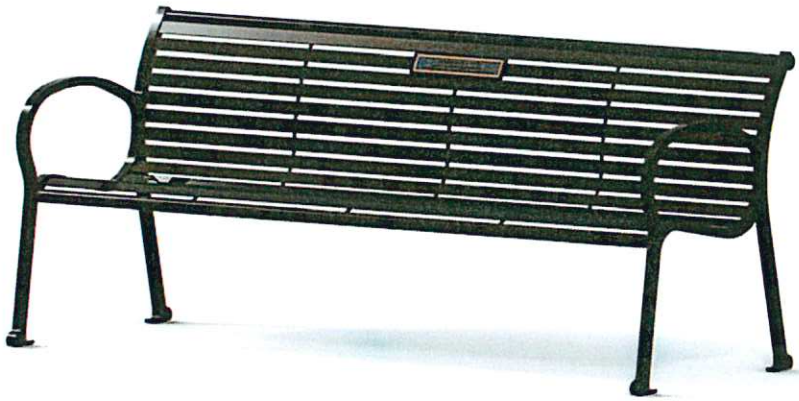
Typical bench styles: Plainwell (wood or aluminum), Towne Square, Sit, Stay, Wellspring

Note: Custom sized plaques are available, style of bench determines dimensions.

machined bronze

etched stainless steel

etched bronze



Scarborough bench with recessed plaque.

431 Lawndale Avenue, Kalamazoo, MI 49048 P 800.521.2546 F 269.381.3455
www.landscapeforms.com specify@landscapeforms.com

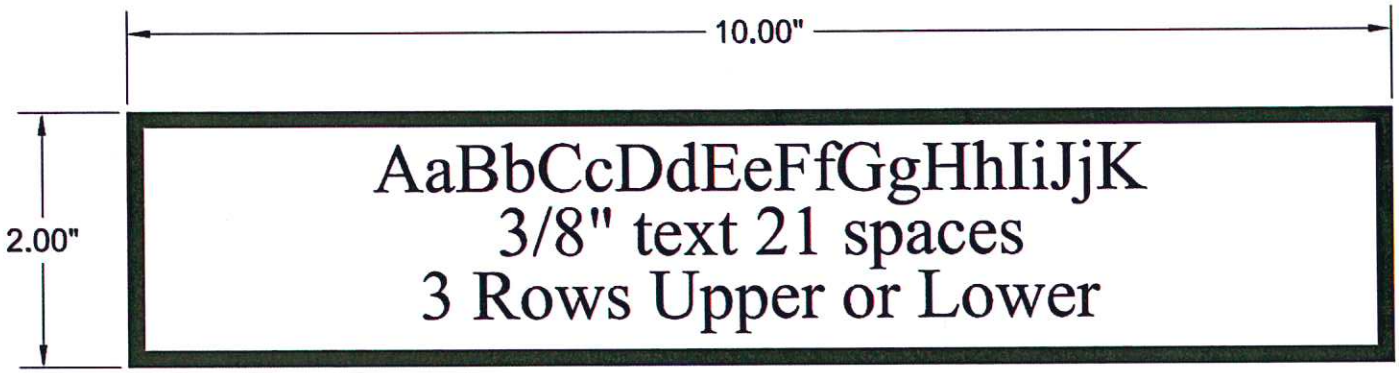
machined plaque text guidelines

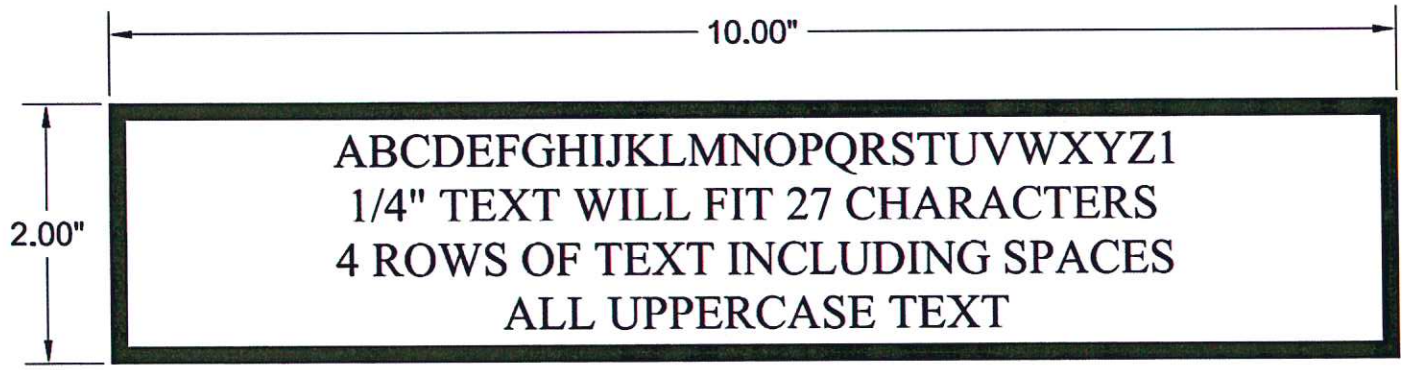
technical information

July 2010

Plaque Size: 2" x 10" x 5/16" thick

Font: Times New Roman





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www.landscapeforms.com specify@landscapeforms.com

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Tim Faas, Director of Public Works TF

Date: November 8, 2019

Subject: **Tree Watering Bags Purchase Recommendation**

BACKGROUND:

In order to help guarantee the survival of the 101 trees that were planted last week by Robinson's Nursery, tree watering bags should be provided to the property owners for the first year. It is a condition that property owners water the trees if the City covers the cost of planting the trees in the public right-of-way. I hope to reuse many of the bags in the future.

Pricing of watering bags is available on-line. The bags are available in 15 gallon and 20 gallon sizes. Below is a tabulation of some of the costs I found on-line and via phone calls to vendors.

Amazon.com	20 gallon	$22.90 each ($68.99/3 pack)
Zoro	20 gallon	$21.90 each
Walmart	20 gallon	$26.90 each
Site One	20 gallon	$27.60 each
Site One	15 gallon	$18.00 each ($540/30 pack)

Based on the above I would recommend we purchase four (4) thirty packs of 15 gallon watering bags from Site One Landscape Supply in Petoskey for a cost of $2,160.

These costs are included in the 2019/2020 budget and would be charged to the following accounts: #202-463-819.000 (Major Streets – Tree Planting) and #203-463-819.000 (Local Streets – Tree Planting).

RECOMMENDATION:

It is my recommendation that the City Commission approve a purchase order contract with Site One Landscape Supply of Petoskey for the purchase of four (4) thirty packs of fifteen gallon tree watering bags in an amount not-to-exceed $2,160. Further, I would recommend the City Manager execute the documents.

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: Quotation from Site One Landscape Supply dated November 8, 2019

Bid

SiteOne LANDSCAPE SUPPLY
Stronger Together

Petoskey MI #384
1601 Standish Ave Unit 2
Petoskey, MI 49770-8452
W: (231)487-1087

Bill To:

City of Boyne City (#1120764)
319 N Lake St
Boyne City, MI 49712-2109
W: (231)582-6597

Ship To:

City of Boyne City (#1120764)
319 N Lake St
Boyne City, MI 49712-2109
W: (231)582-6597

Created	Quote#	Due Date	Expected Award Date	Expiration Date
11/08/2019	4372964	12/08/2019	12/08/2019	12/08/2019

Printed	Job Name	Job Description	Job Start Date
11/08/2019 13:50:54	TREEGATOR BAGS		12/08/2019

Line #	Item #	Item Desc	Qty	Unit Price	Extended Price
1	TREEGATOR	TreeGator Hose Gatorbag Green 15 gal. ***Item Note:*** *5-7 days*	120	18.000	2,160.00

Total Price: $ 2,160.00

Quoted price is for material only. Applicable sales tax will be charged when invoiced. All product and pricing information is based on the latest information available and is subject to change without notice or obligation.

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Tim Faas, Director of Public Works TF

Date: November 8, 2019

Subject: **Replacement Street Light Luminaires & Head Modules Purchase Recommendation**

BACKGROUND:

In order to replace used up inventory of parts for the pedestrian street light system, we solicited pricing on two (2) spare globes (i.e. luminaires) and two (2) spare heads in the ivy green colors we have throughout the city. Our vendor (The Dynamic Group) provided pricing on October 25, 2019 for a total cost of $2,620 with delivery by January 30, 2020.

These costs are included in the 2019/2020 budget and would be charged to the following account: #203-474-727.000 (Major Streets - Traffic).

RECOMMENDATION:

It is my recommendation that the City Commission approve a purchase order contract with The Dynamic Group for the purchase of two (2) replacement luminaries and two (2) head modules in an amount not-to-exceed $2,620. Further, I would recommend the City Manager execute the documents.

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: Proposals from The Dynamic Group dated October 25, 2019
Product Cut Sheets

QUOTE # BOYNE C192 DATE: 10-25-19 PAGE 1

Metro Corporate Office
P.O. Box 3200
Farmington Hills, MI 48333-3200
Phone: (248) 476-7676 Fax: (248) 476-0100
Manufacturers Representative of Lighting and Control Equipment

To: Mike Weisner City of BOYNE CITY C: 231-675-3334	Proj: BOYNE CITY 2019 - CYCLONE Boyne City, MI Bid Date: 10/25/19
Arch:	Engr:
Spec:	Cont:
Remarks:	

Qty	Type	Mfg	Description	Unit Price	Extd.Price
		CYC	Subject to "Signed Approval"		
			Replacement CY13T4 Style drawings are attached.		
		CYC	CYCLONE LIGHTING:		
		CYC	FOB S.P. PLUS FREIGHT		
		CYC	PROJECTD SHIPMENT: 10-12 WEEKS		
		CYC	NOTES:		
		CYC	1."Signed Approval required with Order.		
		CYC	2. Direct Purchase from CYCLONE.		
		CYC	3. Will require a Purchase Order		
		CYC	from Boyne City, MI made out to:		
		CYC	CYCLONE LIGHTING		
		CYC	c/o The DYNAMIC Group		
		CYC	4. BOYNE CITY is purchsing DIRECT from		
		CYC	CYCLONE LIGHTING.		
		CYC	5. The DYNAMIC Group handles Order Entry,		
		CYC	Order Servicing but no Invoicing.		
		CYC	6. If your purchasing people need any		
		CYC	clarifications, please have them		
		CYC	contact Sari in our office.		
2		CYC	CY13T4-VS3AP-SKY-5-68-4K-120-	995.00	$1990.00
		CYC	EC1-F1AP-SC-TX		
		CYC	COMPLETE LUMINAIRE & FITTER ONLY!		
		CYC	FOR EXISTING LUMINAIRE REPLACEMENT		
		CYC	FINISH: Ivy Green - PC28423		

See Next Page

QUOTE # BOYNE C192 DATE: 10-25-19 PAGE 2

		CYC	NOTES:		
		CYC	1. Original Luminaire Style CG42T4 "obsolete"		
		CYC	and now offered as CY13T4 Style.		
		CYC	2. Per attached submittal.		
2		CYC	HEAD MODULE Only! for above	315.00	$630.00
		CYC	NOTES:		
		CYC	1. Per attached submittal.		
		CYC	2. Acrylic diffuser is "sealed" to top.		
			Total ====		$2620.00

F.O.B. S.P. + FREIGHT	Terms: NET 30 DAYS	Lead time: 10-12 WEEKS
Prices firm for entry by: 10-31-19	Shipment by: 01-31-20	

1. All pricing subject to each MANUFACTURER'S Terms & Conditions of Sale.
2. The above represents COSTS based on the above Type's and Quantities.
3. Any changes MAY result in an item being REQUOTED.
4. Our Lead Time is based on the factories CURRENT manufacturing times.
5. Delays in Order Entry, Return of Approvals, Release by either Contractor or Distributor in an untimely manner; that results in a order cancellation MAY be subject to a Cancellation Charge.

Printed 10/25/19 11:02:55 Per: Bob Woolf

The DYNAMIC Group
(248) 476-7676 FAX: (248) 476-0100
Email: sales@dynamicmetro.com
www.dynamicmetro.com
Manufacturers Representatives

cyclone
The Luminaires Group Inc

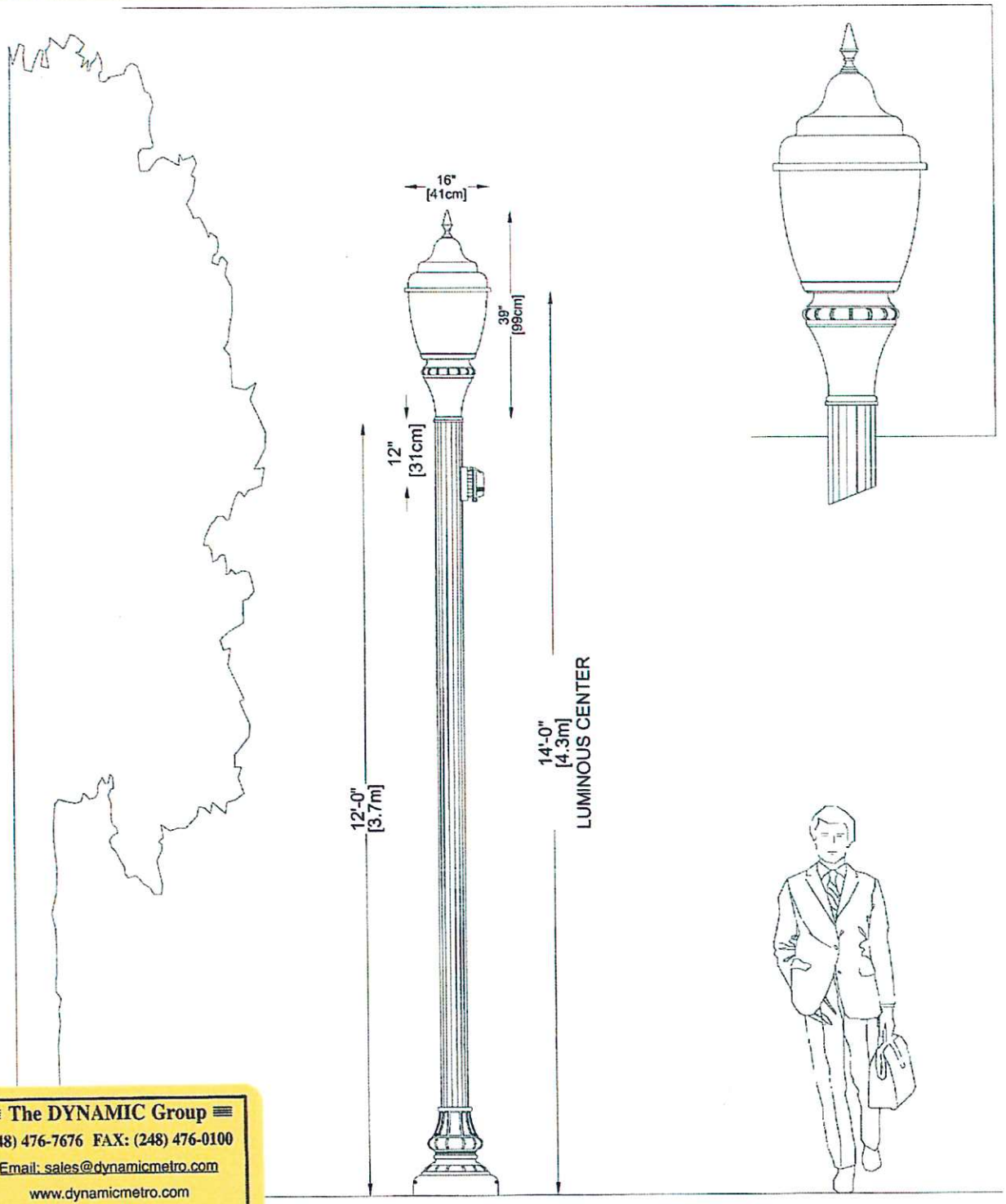
APPROVAL – SPECIFICATION

Project : **City of Boyne City**

Order:**SQ_023969**

Type:

Qty: **1**



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Manufacturers Representatives

Stamp/Approval

Name : Date :

File : CY13T4A - SQ_023969 - CITY OF BOYNE REV2.DOC

Date : **24/10/2018** Page : **1/3**

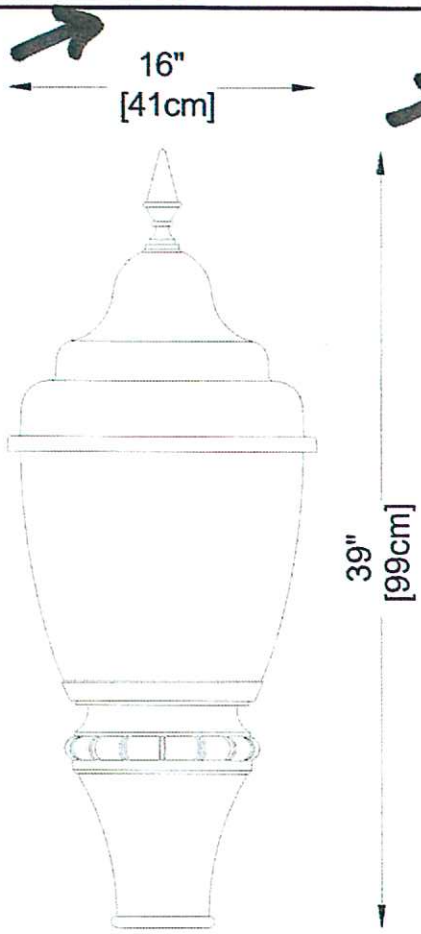
Designer : **Obeland**

cyclone
The Luminaires Group Inc

APPROVAL – SPECIFICATION

Project : City of Boyne City | **Order: SQ_023969**

Type: Luminaire: **CY13T4A-VS3AP-5-68W-4K-120-EC1-F1AP-SC-TX** Qty: **1**



Luminaire components

Head module: Round shape. A decorative spun hood with an aluminum finial, top an injection-molded **acrylic, POND finish 75% diffusing (VS3AP)** vessel. UV polymer resistant. The vessel is mechanically assembled with an aluminum die-cast ring on the locking system.

Opening system: A quarter-turn locking mechanism with constant pressure points allowing a tool-free access inside the luminaire, to the **driver** tray. Made with cast aluminum parts and sealed with a gasket compression psystem. The luminaire offers an **IP66** weatherproof protection.

Cone module: Driver housing made of an aluminum extrusion. Tool-free installation with a stainless steel captive retaining latch. Certification, maintenance and luminaire codification labels are located on the cone.

Fitter module: Round shape , self-leveling cast aluminum fitter **,** secured to the pole with set screws. Slip-fits on a 4"(10cm) outside diameter x 3"(7cm) long tenon.

Optical/electrical components

LED: 68 Watts,4000K (White). Super high flux output and high luminance, design for high current operation. LED board is mechanically mounted on heatsink for easy replacement. Minimum color rendering index (CRI) 70.

Optic: IES type V (5). Made of acrylic and designed to light only where it's needed, while obtaining excellent uniformity with maximum pole spacing.
Heatsink: Die cast aluminum alloy optimized to keep LED temperature down and increase their longevity and efficacy.

Driver module: Auto-adjustable **120-277VAC** Class I driver. Primary voltage **at 120 volts.** 50/60 Hz. THD max 20%. High power factor of 90%. Operating temperature: -40°F (-40°C) to 130°F (55°C). ROHS compliant. Assembled on a tool-free removable tray with quick connectors. Complete with a 3-Pole 10kA surge protector for Line-Ground, Line-Neutral and Neutral-Ground according to IEEE/ANSI C62.41 2002 C. Complete with a 0-10 volts dimming.

Generals/Options

Wiring/hardware: Type TEW 14-7. 12" (30cm) minimum exceeding from luminaire. All electrical connections between modules are made with quick-disconnect connectors for easy maintenance. All exposed hardware is stainless steel. Silicone gaskets are used for a weather seal.

Special Color (SC): Ivy Green - PC28423 / Finish: textured (TX) ☒ or smooth (SM) ☐. Application of a durable polyester powder coating meets AAMA 2604 requirements (5 years exposure to all weather conditions). The finish meets the ASTM G7, B117, D1654 and D2247 requirements relative to salt spray and humidity resistance. Cyclone recommends the textured finish for this product.

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EPA : **1.74 ft²** Weight: **27 lbs / 12 kg**

Stamp/Approval

Name : Date :

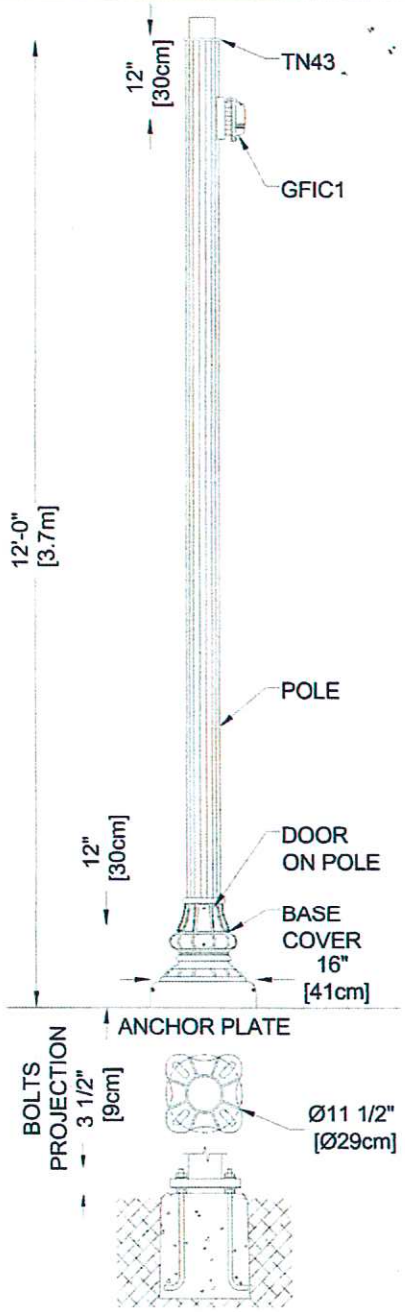
File : CY13T4A - SQ_023969 - CITY OF BOYNE REV2.DOC
Date : **24/10/2018** Page : **2/3**
Designer : **Obeland**

cyclone
The Luminaires Group Inc

APPROVAL – SPECIFICATION

Project : **City of Boyne City**	Order:**SQ_023969**

Type:	Pole : **PD15-12-TN43-GFIC1-SC-TX-CP1**	Qty:**1**
Type:	Base cover : **BD17-SC-TX**	Qty:**1**



Components

Pole: Round, fluted shape (12 flutes). Made from a 5"(13cm)Ø, **6005-T5** aluminum alloy tubing. The pole is welded to both the top and the bottom of a reinforced anchor plate. Complete with a 4"(10cm) outside diameter x 3"(7cm) long tenon, welded on pole **(TN43)**.

Access door: Covering a 2"x5" (8cmx12cm) opening with a sealing joint. Giving access to the copper ground lug. Located at 12" from the bottom of pole **(CP1)**

Decorative cover: Round shape. A two-piece cover made of cast aluminum alloy 356, mechanically secured together.

Bolt circle: 11 1/2" (29cm)Ø. Available from 8" to 12"(20cm to 30cm)Ø.

Anchor bolts : Supplied by Cyclone: 3/4" x 20"(17+3)
Fully galvanized anchor bolts c/w nuts & washers for levelling.

Generals/Options

Hardware: All exposed hardware is stainless steel. EPDM and/or silicone gasketing is applied

Special Color (SC): Ivy Green - PC28423 / Finish: textured (TX) ☒ or smooth (SM) ☐. Application of a durable polyester powder coating meets AAMA 2604 requirements (5 years exposure to all weather conditions). The finish meets the ASTM G7, B117, D1654 and D2247 requirements relative to salt spray and humidity resistance. Cyclone recommends the textured finish for this product.

Any accessories, added or modified that are not described on this approval drawing will automatically void the warranty unless a written consent is given by Cyclone Lighting.

Receptacle (GFIC1): Duplex receptacle, ground fault current interrupter, 125 VAC, **15 amps**, complete with an lockable "**In-Use**" weatherproof cover. Placed at 12"(30cm) from top of pole at 90° **(CP1)**.

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Stamp/Approval	File : CY13T4A - SQ_023969 - CITY OF BOYNE REV2.DOC
Name : Date :	Date : **24/10/2018** Page : **3/3** Designer : **Obeland**

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Tim Faas, Director of Public Works TF

Date: February 7, 2019

Subject: **Pine Street Storm Sewer & Resurfacing Project Design Consultant Recommendation**

BACKGROUND:

In June of this year, the First Presbyterian Church contacted the City regarding various concerns over the storm sewer pipe along Pine Street that runs westerly from South East Street to South Park Street. The pipe appears to have caused the pavement to heave upwards across the numerous angled parking spaces abutting the church.

The existing storm sewer needs to be excavated & replaced and the pavement repaired, or replaced, to address the concerns. This asphalt pavement is a good candidate for a mill & resurface treatment based on my recent PASER evaluation. This project is a higher overall priority than the Ann Street pavement rehabilitation project listed in the approved Capital Improvement Plan, so I would propose it be substituted accordingly.

The City requested a formal proposal from C2AE, the City's civil engineering consultant, outlining the project understanding, scope and fee for the desired services (see attached). C2AE is most capable of completing the design over the winter in order that we can bid the work, possibly together with the Franklin Street Storm Sewer project, in early 2020 and construct it during the summer if approved in next year's budget. The engineer's preliminary opinion of probable costs is $90,600 for the construction. The cost of the professional services is $8,900 which would be charged to the Professional Services account #203-451-818.000 in the Local Roads Budget.

RECOMMENDATION:

It is my recommendation that the City Commission award a contract for design services for the Pine Street Storm Sewer & Resurfacing Project in an amount not-to-exceed $8,900 per the proposal dated November 1, 2019. Further, I would recommend the City Manager to execute the documents.

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: Proposal dated November 1, 2019 from C2AE
Pine Street Preliminary Opinion of Probable Cost
Letter from First Presbyterian Church

123 W. Main St. Suite 200
Gaylord, MI 49735
O: 989.732.8131
www.c2ae.com

November 4, 2019

Mr. Tim Faas, DPW Superintendent
City of Boyne City
319 N. Lake Street
Boyne City, MI 49712

Re: Proposal for Professional Services: Pine and Franklin Storm Sewer Projects

Dear Tim,

As requested, attached is our proposal for design engineering services for the Pine Street and Franklin Street storm sewer projects. The project limits for the Pine Street project are Park to East Street, and the Franklin Street project are from Lake Street east to the dead end, and include the Lake Street storm sewer from Franklin to Douglas. Both areas suffer from storm drainage issues, with Pine Street impacted by an existing sewer in poor condition, and Franklin Street from a lack of a storm sewer system.

PROJECT UNDERSTANDING

The City of Boyne City has requested a proposal from C2AE for design engineering services for the reconstruction of these two areas.

The project will specifically include the following:

Pine Street

- Replacement and deepening of the existing storm sewer and drainage structures between Park and East Streets.
- Full pavement replacement for the storm sewer trench area.
- Possible replacement of the full asphalt surface, depending on allowable budget.
- Potential replacement of some of the existing concrete sidewalk along the south side of the street.
- The curb and gutter and sidewalk on the north side of the street are to remain.

Franklin Street

- Construct a new storm sewer and structures along the south side of Franklin in the existing greenspace outside of the roadway surface, from Lake Street east to the dead end.
- Replace and deepen the existing storm sewer on S. Lake Street from Franklin to Douglas Street to provide sufficient depth to serve the Franklin Street area.
- Crush and shape and pave the HMA surface for the easterly block of Franklin from Park to the dead end.
- Limit replacement of the HMA surface in S. Lake Street to the westerly lane if possible.

A preliminary opinion of probable construction cost for both projects is attached.

SCOPE

C2AE proposes to provide design phase services for the Boyne City Cedar Pine and Franklin Street storm sewer projects as follows:

Design Phase Services

1. Topographic Survey: Prepare a topographic survey of the project area. The topographic survey will be completed with ground crews utilizing "total station" or GPS electronic data collection for direct input into computer software. Legal survey is not included.

2. Plan Drawings: Prepare plan drawings at a scale of 1" = 40' which will show the placement and grade of all improvements as well as construction notes.

3. Profile and Cross-Section Drawings: Prepare profile and cross-section drawings at a scale of 1" = 40' for placement of improvements as required for further definition from the plan drawings.

4. Detail Drawings: Prepare detail drawings and cross sections of individual items of construction or installation.

5. Technical Specifications: Prepare technical specifications to establish quality of all materials, equipment, installation and construction.

6. Interim Meetings: Meet with the City as required throughout the project to review preliminary drawings, costs and review progress. Provide written progress reports.

7. Bid Documents: Prepare contract documents for competitive bidding by contractors.

8. Cost Estimate: Prepare quantities and engineers detailed itemized cost opinion for the project.

9. City Review: Provide near-final plans and specifications for review and comment.

10. Final Revisions: Make final revisions based on the above review and comment.

Bidding Phase Services

1. Distribution of Plans and Specifications on-line and via hard copy: Issue plans and specifications to requesting contractors and maintain bidders' list.

2. Contractor Communications: Respond to contractor questions and issue addenda as necessary.

3. Attend Bidding/Bid Tabulation: Assist the City with the bid opening and tabulate the bid results.

4. Recommendation of Contract Award: Review the bid prices and review qualifications of the low bidder. Make recommendation to the City for award of the project.

5. Execution of Contract Documents: Prepare Contract Documents for execution by the City and the selected contractor.

Construction Phase Services

To be provided at a future date.

FEE

Survey, Design and Bidding Phase Services

C2AE proposes to provide design and bidding phase engineering services for this project on a *lump sum basis*, as follows:

Design Services - Franklin	$12,000
Design Services – Pine	$8,000
Bidding Services	$1,800

We have structured our proposal to include a statement of understanding, a scope of services and corresponding engineering fees & schedule. If the terms stated in this proposal are acceptable, please execute two copies in the space provided and return one copy to our office as the authorization to proceed.

We truly value our relationship with the City of Boyne City and greatly appreciate your continued confidence in C2AE. We would be pleased to address any questions or comments that you or the City Commission may have.

Sincerely,

C2AE

Larry M. Fox P.E.
Project Manager

LMF/jll

Accepted by:

_____

City of Boyne City

_____

Date

The parties to this agreement, Capital Consultants, Inc., a Michigan Corporation doing business as C2AE in the State of Michigan, hereinafter called the A|E CONSULTANT and the City of Boyne City, Michigan, hereinafter called the OWNER, hereby agree to the following conditions:

A. Limit of Scope: The services provided by the A/E CONSULTANT shall be limited to those described in the Scope of Services.

B. Changed Conditions: If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the A/E CONSULTANT are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the A/E CONSULTANT may call for renegotiation of appropriate portions of this Agreement. The A/E CONSULTANT shall notify the OWNER of the changed conditions necessitating renegotiation, and the A/E CONSULTANT and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties agree that either party has the absolute right to terminate this Agreement.

C. Additional Services: Additional services not specifically identified in the Scope of Services shall be paid for by the OWNER in addition to the fees previously stated, provided the OWNER authorizes such services in writing. Additional services will be billed monthly as work progresses and invoices are due upon receipt.

D. Standard of Care: In providing services under this Agreement, the A/E CONSULTANT will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

E. Code Compliance: The A/E CONSULTANT shall put forth reasonable professional efforts to comply with applicable laws, codes and regulations in effect as of the date of submission to building authorities. Design changes made necessary by newly enacted laws, codes and regulations after this date shall entitle the A/E CONSULTANT to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provision of this Agreement.

F. Permits and Approvals: The A/E CONSULTANT shall assist the OWNER in applying for those permits and approvals normally required by law for projects similar to the one for which the A/E CONSULTANT's services are being engaged. This assistance shall consist of completing and submitting forms to the appropriate regulatory agencies having jurisdiction over the construction documents, and other services normally provided by the A/E CONSULTANT and included in the scope of Basic Services of this Agreement.

G. Opinions of Probable Construction Cost: In providing opinions of probable construction cost, the OWNER understands that the A/E CONSULTANT has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the A/E CONSULTANT's opinions of probable construction costs are made on the basis of the A/E CONSULTANT's professional judgment and experience. The A/E CONSULTANT makes no warranty, express or implied, that the bids or the negotiated cost of the work will not vary from the A/E CONSULTANT's opinion of probable construction cost.

H. Schedule for Rendering Services: The A/E CONSULTANT shall prepare and submit for OWNER approval a schedule for the performance of the A/E CONSULTANT's services. This schedule shall include reasonable allowances for review and approval times required by the OWNER, performance of services by the OWNER's consultants, and review and approval times required by public authorities having jurisdiction over the project. This schedule shall be equitably adjusted as the project progresses, allowing for changes in scope, character or size of the project requested by the OWNER, or for delays or other causes beyond the A/E CONSULTANT's reasonable control.

I. Ownership of Reports, Drawings and Other Materials: The OWNER agrees that all reports, drawings, letters, work sheets, plans, preliminary material tables, supportive data, documents and other materials produced by the A/E CONSULTANT in the course of and for the purpose of meeting this contract are the property of the A/E CONSULTANT, and shall remain in

the possession of the A/E CONSULTANT. The OWNER shall have access to the above named material during normal business hours of the A/E CONSULTANT during and after completion of this contract. The OWNER may obtain copies of any of the above named material. Copies of electronic media may be obtained by the OWNER. (See Alteration and Reuse of CAD Information provision of this Agreement.)

J. Alteration and Reuse of CAD Information: Because computer aided design/drafting (CAD) information stored in electronic form can be modified by other parties, intentionally or otherwise, without notice or indication of said modifications, the A/E CONSULTANT reserves the right to remove all indications of its ownership and/or involvement in the material from each electronic medium not held in its possession. The OWNER may retain copies of the work performed by the A/E CONSULTANT in CAD form. Copies shall be for information and used by the OWNER for the specific purpose for which the A/E CONSULTANT was engaged. Said material shall not be used by the OWNER, or transferred to any other party, for use in other projects, additions to the current project, or any other purpose for which the material was not strictly intended without the A/E CONSULTANT's express written permission. Any unauthorized modification or reuse of the materials shall be at the OWNER's sole risk, and the OWNER agrees to defend, indemnify, and hold the A/E CONSULTANT harmless, from all claims, injuries, damages, losses, expenses, and attorneys' fees arising out of the unauthorized modification of these materials.

K. Record Documents: Upon completion of the work, the A/E CONSULTANT shall compile for and deliver to the OWNER a reproducible set of Record Documents. The A/E CONSULTANT shall also provide electronic information utilizing the appropriate elevation datum and State Plane coordinate system for insertion of the record information into the City's GIS base draw. These Record Documents will show significant changes made during construction.

L. Payment Terms: Invoices will be submitted by the A/E CONSULTANT monthly, are due upon receipt and shall be considered past due if not paid within thirty (30) calendar days of the due date.

M. Disputed Invoices: If the OWNER objects to any portion of an invoice, the OWNER shall so notify the A/E CONSULTANT in writing within ten (10) calendar days of receipt of the invoice. The OWNER shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after receipt of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement. Interest at one-and-one-half (1.5) percent (or the maximum rate allowable by law, whichever is less) shall be paid by the OWNER on all disputed invoice amounts that are subsequently resolved in the A/E CONSULTANT's favor and shall be calculated on the unpaid balance from the due date of the invoice.

N. Abandonment of Work: If any work is abandoned or suspended, the A/E CONSULTANT shall be paid for services performed prior to receipt of written notice from the OWNER of abandonment or suspension.

O. Betterment: If, due to the A/E CONSULTANT's negligence, a required item or component of the project is omitted from the A/E CONSULTANT's construction documents, the A/E CONSULTANT shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will the A/E CONSULTANT be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the project.

P. Indemnification: The A/E CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER, its officers, directors and employees (collectively, OWNER) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the A/E CONSULTANT's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom the A/E CONSULTANT is legally liable.

Q. Consequential Damages: Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the A/E CONSULTANT, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the OWNER and the A/E CONSULTANT shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.
The parties do not intend to confer any benefits on any person, firm, or corporation other than A/E CONSULTANT and OWNER. There are no third party beneficiaries. In no event shall either party, or their agents, servants, representatives or employees be liable for indirect, special or consequential damages to third parties. Both OWNER and the A/E CONSULTANT shall require waivers of consequential damages protecting all the entities or persons herein and all contracts and subcontracts with others involved in this project.

R. Full-Time Construction Observation: The A/E CONSULTANT will provide full-time project representation in order to observe the progress and quality of the work completed by the Contractor. Such observation is not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather is to allow the A/E CONSULTANT, as an experienced professional, to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the Contract Documents.
The A/E CONSULTANT shall keep the OWNER informed about the progress of the work and shall endeavor to guard the OWNER against deficiencies in the work.
The A/E CONSULTANT shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor in accordance with the Contract Documents.
The A/E CONSULTANT shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the work, or any agents or employees of any of them. The A/E CONSULTANT does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

S. Jobsite Safety: Neither the professional activities of the A/E CONSULTANT, nor the presence of the A/E CONSULTANT or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies. The A/E CONSULTANT and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The OWNER agrees that the General Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the OWNER's contract with the General Contractor. The OWNER also agrees that the OWNER, the A/E CONSULTANT and the A/E CONSULTANT's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

T. Hazardous Materials: As used in this Agreement, the term *hazardous materials* shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the project site.

Both parties acknowledge that the A/E CONSULTANT's Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event the A/E CONSULTANT or any other party encounters any

hazardous or toxic materials, or should it become known to the A/E CONSULTANT that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of the A/E CONSULTANT's services, the A/E CONSULTANT may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the OWNER retains appropriate consultants or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

The OWNER agrees, without waiving defenses of governmental immunity, and notwithstanding any other provision of this agreement but only to the extent permitted by law, to indemnify and hold harmless the A/E CONSULTANT, its officers, partners, employees and consultants (collectively, A/E CONSULTANT) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the negligence or misconduct of the A/E CONSULTANT.

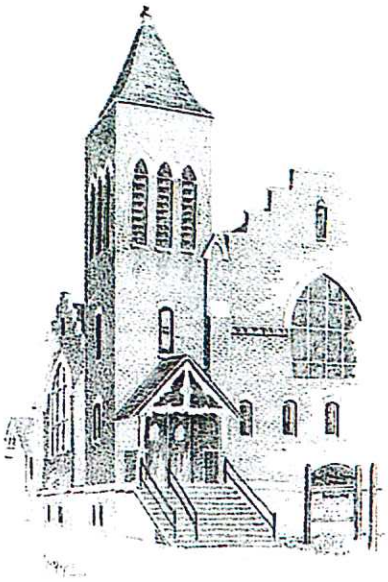
U. Change Orders/Stop Work Orders: The A/E CONSULTANT and the OWNER agree that any construction contract change orders or stop work orders must be approved in writing by the OWNER.

V. Dispute Resolution: The OWNER agrees, without waiving defenses of governmental immunity, and notwithstanding any other provision of this agreement but only to the extent permitted by law, that all claims, disputes, and other matters in question between the parties arising out of or relating to this Agreement or breach thereof first shall be submitted for nonbinding mediation to any one of the following, as agreed to by the parties: American Arbitration Association, American Intermediation Service, Americord, Dispute Resolution, Inc., Endispute, or Judicate. Any party hereto may initiate mediation within the time allowed for filing for arbitration as set forth below and the parties hereto agree to fully cooperate and participate in good faith to resolve the dispute(s). The cost of mediation shall be shared equally by the parties hereto. Any time expended in mediation shall not be included in calculating the time for filing arbitration.

If mediation fails to resolve the claim or dispute, the matter shall be submitted to arbitration with the American Arbitration Association under the Construction Industry rules, unless the parties agree otherwise or unless a plaintiff not a party hereto institutes litigation in a court of competent jurisdiction and said court takes personal jurisdiction over one of the parties hereto regarding the same subject matter as in dispute between the parties hereto.

No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder, or in any other manner, any additional person not a party to this Agreement except by written consent of the parties and such consent to arbitration involving an additional person(s) shall not constitute consent to arbitration of any dispute not described therein. This Agreement to arbitrate and any agreement to arbitrate with an additional person(s) shall be specifically enforceable under the prevailing arbitration law.

The decision rendered by the arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. In the event either party makes a claim or brings action against the other party for any act arising out of the performance of the services hereunder, and the claimant fails to prove such claim or action, then the claimant shall pay all legal and other costs (including attorneys' fees) incurred by the other party in defense of such claim or action.



RECEIVED
JUN 18 2019

First Presbyterian Church

Rev. Dr. Elizabeth E. Broschart, Pastor
401 S. Park Street
Boyne City, MI 49712

June 12, 2019

Boyne City Commissioners
Boyne City MI 49712

Dear Commissioners:

The Session of First Presbyterian Church – Boyne City is respectfully seeking a redress of the street problems on Pine St.

The buckling of the road is negating any true handicapped accessibility and also contributing to safety issues due to standing water and subsequent freezing during the winter months.

We currently hire someone to maintain the sidewalks, but it is nearly impossible for the members of our congregation to safely attend church. The same is true for the many community members who park on this street to access the Administrative Building and Preschool facilities across the street.

This problem is not new, and we had hopes it would be addressed without input, but it has continued to worsen.

Please consider a permanent resolution to the problem as it is doubtful that the handicapped parking truly complies with code.

In anticipation of a solution,

Laurie Leaman
Clerk of Session

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Tim Faas, Director of Public Works TF

Date: November 8, 2019

Subject: **City Hall & Boyne River Board Walk Snow Removal & Salting Services Contract Recommendation**

BACKGROUND:

Following the construction of the new City hall building, the City contracted with Northern Michigan Escapes for the removal of snow and the application of salt on the sidewalks at City Hall, along the Boyne River Board Walk and along the adjacent alley. The total cost last winter was $9,770 as depicted on the attached spreadsheet.

I received a written proposal on October 15, 2019 to extend the services an additional year at the same unit prices, except a slightly higher cost for the salt application at City Hall. These costs are included in the 2019/2020 budget and would be charged to the following account: #101-265-730.000 (Public Buildings –Maintenance).

RECOMMENDATION:

It is my recommendation that the City Commission approve a purchase order contract with Northern Michigan Escapes for the 2019/2020 Winter for Snow Removal & Salting Services at City Hall and the Boyne River Board Walk in an amount not-to-exceed $11,000. Further, I would recommend the City Manager execute the documents.

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: Proposals from Northern Michigan Escapes dated October 15, 2019
Spreadsheet of Costs from Winter 2018/2019

northern MICHIGAN Escapes

Winter Maintenance Proposal

Client Name: Boyne City Hall
Project Name: Snow Shoveling City Hall 2019 Season
Jobsite Address: 319 N. Lake St., MI
Date: October 15, 2019

Please check the appropriate box beside all services you wish included with your seasonal service package.

Approved?	Service Description	Per Visit Price
☐	Snow Removal Snow blowing/plowing and shoveling on a 2" minimum **(this is a per visit price only)**	$50
☐	Salt Salt all sidewalks as needed **(this is a per visit price only)**	$25

Price valid for 30 days.

_____ _____
Daniel Austin General Manager, NME Lawncare Division Date

_____ _____
Signed by (owner or authorized representative) Date

110 Water St
Boyne City, MI 49712

p. 231.459.4257
c. 231.497.9171

www.nmescapes.com
Email: jeremy@nmescapes.com

northern MICHIGAN Escapes

Winter Maintenance Proposal

Client Name: Boyne City Hall
Project Name: Snow Shoveling Ally by River 2019 Season
Jobsite Address:
Date: October 15, 2019

Please check the appropriate box beside all services you wish included with your seasonal service package.

Approved?	Service Description	Per Visit Price
☐	Snow Removal Snow blowing/plowing and shoveling on 2" minimum **(this is a per visit price only)**	$40
☐	Salt Salt all sidewalks as needed **(this is a per visit price only)**	$22

Price valid for 30 days.

_____ _____
Daniel Austin General Manager, NME Lawncare Division Date

_____ _____
Signed by (owner or authorized representative) Date

110 Water St
Boyne City, MI 49712

p. 231.459.4257
c. 231.497.9171

www.nmescapes.com
Email: jeremy@nmescapes.com

northern MICHIGAN Escapes

Winter Maintenance Proposal

Client Name: Boyne City Hall
Project Name: Snow Shoveling Boardwalk Lake to Park St 2019 Season
Jobsite Address:
Date: October 15, 2019

Please check the appropriate box beside all services you wish included with your seasonal service package.

Approved?	Service Description	Per Visit Price
☐	Snow Removal Snow blowing/plowing and shoveling on 2" minimum **(this is a per visit price only)**	$100
☐	Salt Salt all sidewalks as needed **(this is a per visit price only)**	$32

Price valid for 30 days.

_____ _____
Daniel Austin General Manager, NME Lawncare Division Date

_____ _____
Signed by (owner or authorized representative) Date

110 Water St
Boyne City, MI 49712

p. 231.459.4257
c. 231.497.9171

www.nmescapes.com
Email: jeremy@nmescapes.com

Northern Michigan Escapes - Services (2018/2019)

Date	City Hall		Alley		Board Walk	
	Shovel	Salt	Shovel	Salt	Shovel	Salt
11/20/2018	$50				$100	
11/21/2018	$50	$22			$100	
12/3/2018	$50	$22			$100	
12/6/2018	$50	$22			$100	$32
12/7/2018	$50	$22	$40	$22	$100	$32
12/13/2018					$100	
12/24/2018	$50	$22	$40	$22	$100	$32
12/29/2018		$22				$32
1/1/2019	$50	$22	$40	$22	$100	$32
1/3/2019	$50		$40		$100	
1/7/2019	$50	$22	$40	$22	$100	$32
1/9/2019	$50	$22		$22	$100	$32
1/10/2019	$50		$40		$100	
1/16/2019		$22		$22		$32
1/18/2019		$22	$40		$100	$32
1/23/2019	$100	$22	$40	$22	$200	$32
1/24/2019	$50	$22	$40	$22	$100	$32
1/25/2019	$50	$22	$40	$22	$200	$32
1/26/2019	$50	$22	$40	$22	$100	$32
1/27/2019	$50		$40		$100	
1/28/2019	$100		$40		$200	
1/29/2019	$50	$22	$40	$22	$100	$32
1/30/2019	$50		$40		$200	
1/31/2019	$50		$40		$100	
2/1/2019	$50	$22	$40	$22	$100	$32
2/5/2019		$22		$22		$32
2/6/2019	$50	$22	$40	$22	$100	$32
2/8/2019	$50	$22	$40	$22	$100	$32
2/9/2019	$50	$22	$40	$22	$100	$32
2/11/2019	$50	$22	$40	$22	$100	
2/12/2019	$50		$40		$100	
2/13/2019	$50		$40		$100	
2/14/2019	$50	$22	$40	$22	$100	$32
2/15/2019	$50		$40		$100	
2/16/2019	$50	$22	$40	$22	$100	$32
2/21/2019	$50	$22	$40	$22	$100	$32
2/25/2019	$50		$40		$100	
2/26/2019		$22		$22		$32
2/27/2019	$50	$22	$40	$22	$100	$32
3/2/2019	$50		$40		$100	
3/5/2019	$50	$22	$40	$22	$100	$32
3/6/2019	$50	$22		$22		$32
3/7/2019	$50	$22	$40	$22	$100	$32
3/11/2019	$50	$22	$40	$22	$100	$32
Sub-totals	$2,000	$682	$1,320	$572	$4,300	$896

Total = $9,770

City of Boyne City MEMO

Date: November 8, 2019

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager

Subject: Lofts on Lake Street PA 210 resolution re-approval

As the City Commission is aware, a mixed-use redevelopment project is being proposed for three properties at the intersection of North Lake and State Streets. The project is being proposed and would be developed by Michigan Community Capital (MCC). The project was approved by the Planning Commission at their May 20th meeting. After multiple meetings on the matter the City Commission at its July 9, 2019 meeting passed a resolution approving a Commercial Rehabilitation Exemption Certificate under Public Act 210 of 2005.

That resolution was submitted to the State along with other required application materials. On October 23rd we received communication from the State indicating additional language needed to be added to the resolution we approved in order to be considered. Attached with this memo is a revised resolution prepared by our consultant Mac McClelland of Otwell Mawby with the additional items required by the State highlighted in yellow. The added items do not change the intent or substance of what was originally approved, just provide additional clarification for the State.

RECOMMENDATION: That the City Commission approve the revised PA 210 Resolution for the Lofts on Lake Street as requested by the State and authorize the City Manager and/or City Clerk/Treasurer to submit it and any other necessary materials required.

OPTIONS:
-Postpone further action for additional information or review.
-Deny the request.
-Other action as determined as appropriate by the City Commission.

CITY OF BOYNE CITY
RESOLUTION NO. 2019-__

RESOLUTION TO APPROVE A COMMERCIAL REHABILITATION EXEMPTION CERTIFICATE APPLICATION, PA 210 OF 2005, AS AMENDED

Minutes of a regular meeting of the City Commission of the City of Boyne City, Charlevoix County, Michigan, held in the City Commission Chambers, 319 N. Lake Street in Boyne City on _____ at _____.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____, and supported by _____.

Resolution No. 2019- Approving Commercial Rehabilitation Exemption Certificate Application for Lofts on Lake Street, LLC Located at 100 and 120 Lake Street and 114 State Street

WHEREAS, the Boyne City Commission legally established the Commercial Rehabilitation District Lofts on Lake Street *on May 28, 2019 after a public hearing held on May 28, 2019*; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property previously exempt and currently in force under Public Act 210 of 2005 does not exceed 5% of the total taxable value of the City of Boyne City; and

WHEREAS, Lofts on Lake Street, LLC submitted on June 6, 2019 an Application for Commercial Rehabilitation Exemption Certificate on the form prescribed by the Michigan Department of Treasury and supplemental information as required by Section 4 of PA 210; and

WHEREAS, notice of the Application for Commercial Rehabilitation Exemption Certificate has been provided to the City Assessor and to taxing jurisdictions as required by Section 4 of PA 210 as required by section 4(2) of PA 210 of 2005; and

WHEREAS, on July 9, 2019, a public hearing was held and all residents and taxpayers of the City of Boyne City were afforded an opportunity to be heard thereon, as provided by Section 4(2) of PA 210 of 2005; and

WHEREAS, a resolution approving the Application for Commercial Rehabilitation Certificate was adopted by the Boyne City Commission on July 9, 2019 and, upon State Tax Commission review, additional items were required to be included which are contained in this revised resolution; and

WHEREAS, the application is for commercial property as defined in section 2(a) of Public Act 210 of 2005; and

WHEREAS, Lofts on Lake Street, LLC has provided answers to all required questions under the application instructions to the City of Boyne City; and

WHEREAS, the City of Boyne City requires that rehabilitation of the facility shall be completed within 24 months of the effective date of the Certificate; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(j) of Public Act 210 of 2005.

WHEREAS, a Tax Incentive Agreement has been prepared to provide terms and conditions of the Exemption Certificate, including continuation of a minimum of 51% of the residential units to be priced at 80% of the Average Median Income rents or less and a prohibition on short term rentals without City approval; and

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Boyne City has reviewed the Application for Commercial Rehabilitation Exemption Certificate submitted by Lofts on Lake Street for the Commercial Rehabilitation District for 100 and 120 Lake Street and 114 State Street and finds, in accordance with the requirement of Section 8 of PA 210 of 2005 that:

(a) the commencement of the rehabilitation of the qualified facility has not occurred earlier than 6 months before the applicant files the application for the commercial rehabilitation exemption certificate;
(b) The application relates to a rehabilitation program that when completed constitutes a qualified facility within the meaning of this act and is situated within a commercial rehabilitation district established in a qualified local governmental unit eligible under PA 210 of 2005;
(c) Completion of the qualified facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, and increase the number of residents in the community in which the qualified facility is situated.
(d) The applicant has stated, in writing, that the rehabilitation of the qualified facility would not be undertaken without the applicant's receipt of the exemption certificate.
(e) The applicant is not delinquent in the payment of any taxes related to the qualified facility.

BE IT FURTHER RESOLVED, that pursuant to the Commercial Rehabilitation Act, PA 210 of 2005, as amended, the City Commission of the City of Boyne City

Be and hereby is granted a Commercial Rehabilitation Exemption for real property, excluding land, located in the Commercial Rehabilitation District Lofts on Lake Street comprised of 100 and 120 Lake Street and 114 State Street, *for a period of 10 years, beginning December 31, 2019, and ending December 30, 2029*, pursuant to the provisions of PA 210 of 2005, as amended, subject to the execution of a Tax Incentive Agreement between Lofts on Lake Street, LLC and the City of Boyne City.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Commission of the City of Boyne City, County of Charlevoix, Michigan at a regular meeting held on _____.

City of Boyne City

By: _____

Cindy Grice, City Clerk/Treasurer

RECEIVED
OCT 18 2019
BY:

Agenda Item 7A

EVELINE TOWNSHIP
PO Box 496
East Jordan, MI 49727
(231) 459-4258
www.evelinetownship.org

10-10-19

NOTICE OF INTENT TO PREPARE A MASTER PLAN

Eveline Township, in Charlevoix County, Michigan, announces its intent to prepare a new edition of the Eveline Township Comprehensive Plan and requests the cooperation of, and comments from, the recipients of this notice. The following local governments, commissions/committees, and utility and transportation agencies/companies are receiving this notice of intent as required by the Michigan Planning Enabling Act (MCL 125.3839):

Charlevoix County Road Commission
Charlevoix County Planning Commission
Charlevoix County Parks Committee
City of East Jordan
City of Boyne City
City of Charlevoix
Lake Charlevoix Association
Networks Northwest
Tipp of the Mitt Watershed Council
Charlevoix Township
Marion Township
South Arm Township
Wilson Township
Hayes Township
Bay Township
Charlevoix County Public Transportation
Michigan Dept. of Transportation
Charlevoix County Transit

Eveline Township will utilize electronic mail and its website for future required submittals regarding the development and approval of the new edition of the Eveline Township Comprehensive Plan. Please notify Annie Doyle in writing if you prefer to receive hard copies of future communications. Other questions and comments should also be directed to Ms. Doyle. Her contact information is listed below:

Annie Doyle, Planner
Eveline Township
PO Box 496 East Jordan, MI 49727
231-675-0099, evelinetownship@gmail.com

Denny Way, Chairman
Eveline Township Planning Commission

Agenda Item 7B

michigan municipal league

1675 Green Road
Ann Arbor, MI 48105-2530

T 734.662.3246
800.653.2483
F 734.662.8083
mml.org

Dear Mr. Michael C. Cain:

Many communities will soon be holding local elections and welcoming new officials to their team. To help these new officials get off to the best start, the League is offering a specialized training entitled "You Won! Now What?"

The course covers core topics that will help educate first-time elected officials, as well as seasoned officials, on basic functions such as:

- Overview of basic local government
- Roles and responsibilities of local elected officials
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)
- Government finance
- Panel discussion with seasoned elected officials
- League services

The course will be held in a variety of locations across the state:

- Nov. 19 – Sterling Heights
- Dec. 3 – Grayling
- Dec. 11 – Lansing
- Jan. 14 – Walker
- Jan. 23 – Ann Arbor

Please share this information with any newly elected officials in your community. To register, please visit www.mml.org or complete the registration form on the back of the enclosed flier.

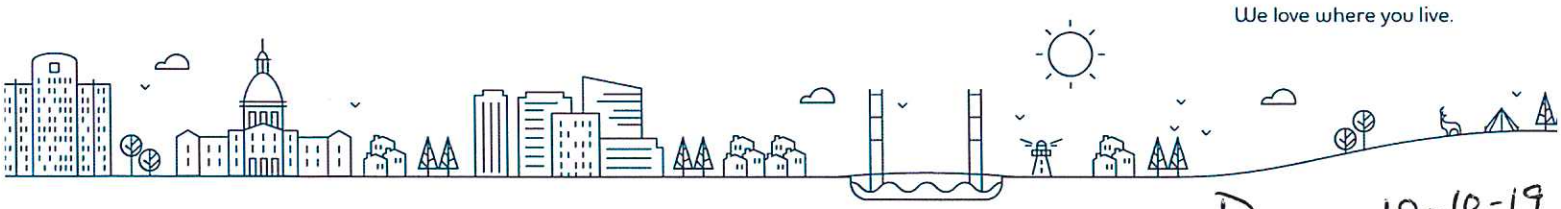
We hope to see your newly elected officials at an upcoming training!

Sincerely,

Kelly Warren

Kelly Warren
Director, Membership & Affiliate Engagement

We love where you live.



Rcvd 10-10-19

Approved: _____

Meeting Of
October 1, 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, October 1, 2019 at 5:00 p.m.

Call To Order

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

Roll Call

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

Excused Absences

ZBA 2019-10-1-1
Kubesh moved, Carlile seconded, PASSED UNANIMOUSLY, a motion to approve the absences of McClorey and Ross

Meeting Attendance

City Officials/Staff: Assistant Planning and Zoning Administrator Patrick Kilkenny and Recording Secretary Pat Haver
Public Present: One

Approval of the Minutes
MOTION

ZBA 2019-10-1-2
Carlile moved, Reynolds seconded, PASSED UNANIMOUSLY, a motion to approve the September 3, 2019 meeting minutes as presented.

Hearing Citizens Present
Correspondence(s)

None

New Business

None

Old 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. The matter before you tonight is a continuation of the variance request by applicant Marcella Hill from 419 E. Lincoln Street.

Public Hearing opened at 5:02 pm

Marci Hill – I made attempts to have the property surveyed per your request, and the company is approximately 5 weeks out. When they began the preliminary review with the Register of Deeds, it was discovered that the alley that was previously vacated a couple of years ago was not included in the legal descriptions of either property. The Equalization department also checked into the matter, and found that the recording process was not completed, and therefore the survey company could not go any further. The county is moving forward with making sure the process is completed and recorded properly.
Carlile – With the request for a continuation until November, will that give the survey company ample time to get it completed?
Hill – That is going to be tight
Carlile – Would a postponement further into the year give you time to complete the work that you need to have done?
Hill – They could be digging holes in the snow, but it should be completed this year.

draft

MOTION

With no further board discussion, **motion by Carlile, seconded by Kubesh** to table the variance application to no later than the December 2019 meeting in order for the applicant to provide the requested information

2019-10-1-6A
Roll Call
Aye: Carlile, Kubesh and Reynolds
Nay: None
Absent: McClorey and Ross
Motion Carries

Reports of Officers, Boards and Standing Committees

Assist Zoning Administrator Patrick Kilkenny was reviewing property in the Crozier Crest area, and discovered a possible mapping error. On the Zoning Map from 1998 that area which has a "jog" in it was in the R1 zoning district. When the Zoning Map was adopted in 2001; that "jog" area was placed into the RC/ID district. He was wondering if any member on the board may have any recollection as to why the zoning district was changed, or perhaps if it was just an error when the district map was updated in 2001. Those members that have been on the board for a long time, do not remember any instances why the zoning district would have been changed in that area; and all felt that it was an error when the map was updated, and it does belong in the RED district

---

Good of the Order

John McClorey will be unavailable for the November meeting

Announcements

The next meeting of the Boyne City Zoning Board of Appeals is scheduled for November 3, 2019 at 5:00 p.m.

Adjournment
MOTION

ZBA 2019-10-1-10
Carlile moved, Ross seconded, PASSED UNANIMOUSLY a motion to adjourn the Tuesday, October 1, 2019 Boyne City Zoning Board of Appeals meeting at 5:21 p.m.

_____ _____
Pat Kubesh, Chair Pat Haver, Recording Secretary

draft

Agenda Item 9B

Approved: _____

Meeting of October 3, 2019	MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, OCTOBER 3, 2019 at 8:30 AM CITY HALL, 319 NORTH LAKE STREET
Call to Order	Chair Chris Bandy called the meeting to order at 8:32 a.m.
Roll Call	Present: Jodie Adams, Chris Bandy, Patti Gabos, Becky Harris , Patrick Little and Rob Swartz Absent: Michael Cain, Michelle Cortright, Pat O'Brien
Meeting Attendance	City Staff: Main Street Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planner Patrick Kilkenny, Main Street Assistant Ingrid Day Public: Two
Excused Absences MOTION	**Gabos moved, Adams seconded, PASSED UNANIMOUSLY** to excuse Michael Cain, Michelle Cortright and Pat O'Brien.
Approval of Minutes MOTION	**Adams moved, Harris seconded,** to approve the September 5, 2019 minutes as presented.
Hearing Citizens Present	None.
Correspondence	None.
Committee Reports	**<u>Organization Committee</u>** Minutes received and filed. Next month we should have more numbers from Boyne Thunder. **<u>Promotions/Marketing Committee</u>** Minutes received and filed. Harvest Fest went well. The Santa Parade and Earlier than the Bird are coming up. Fall Restaurant Week has been cancelled due to lack of interest. Thanks to Ingrid Day for all of her efforts.

DRAFT

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

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

Director's Report

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

Unfinished Business

Michigan Main Street Contract

Michigan Main Street Contract

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

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

New Business

Holiday Lighting Contract

Holiday Lighting Contract

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

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

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

DRAFT

Boyne Thunder 2020

Boyne Thunder 2020

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

The Board agrees with the allocation.

MOTION

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

Financial Report Review

The Financial Report was received and filed.

Good Of The Order

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

Motion to go into Closed Session
MOTION

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

Motion to Exit the Closed Session
MOTION

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

Adjournment

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

_____

Jane Halstead, Recording Secretary

DRAFT

Agenda Item 9C

Approved:

Meeting of October 10, 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, AUGUST 8, 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, Gow Litzenburger, Hugh Conklin and Rob Weick
Meeting Attendance	Absent: Jo Bowman, 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) Jo Bowman
Approval of Minutes ****MOTION**	**Conklin moved, Alexander seconded, PASSED UNANIMOUSLY** a motion approving the August 8 and September 12, 2019 meeting minutes as presented
Citizens Comments (on non-agenda items)	• Elizabeth Looze commented that our soccer fields at Rotary Park could really use some improvement; other cities have much nicer fields than ours.
Director's Report	Faas provided a written update in the agenda packet
Correspondence	None
Reports of Officers, Boards, and Standing Committees	**Park Inspection Reports** – • Avalanche is continuing to get a lot of use. The drinking fountain at the top of the hill is still inoperable and the general consensus of the board is to consider moving it to a location that requires less Boyne River Nature Trail – Looks great with the gravel path • Discussion regarding large geese population in the parks and what if anything can we do to get ahead of it for next year. Peninsula Beach, Sunset and Veterans Parks were awful, including the sidewalks. **User Groups** – None
<u>Unfinished Business</u> **Bowman Resignation** ****MOTION**	The board discussed the contributions made by Bowman during her time on the board and expressed their appreciation and gratitude for her service. **Conklin moved, Alexander seconded, PASSED UNANIMOUSLY** a motion to accept the resignation of Jo Bowman.

draft

Election of Officers
****MOTION**

Conklin moved, Litzenburger seconded, PASSED UNANIMOUSLY appoint Mike Sheean to remain the Chair and Diane Sterling to serve as Vice Chair for the remainder of the term (May).

New Business

Becket & Raeder Consulting Services Contract

Three proposals were submitted for consulting services to conduct the study and recommendations for the Open Space property and the base of Avalanche. Director Faas stated that he was very comfortable recommending Becket & Raeder for not only this work but they also submitted a proposal to update our Recreation Master Plan that is due to the State in February. A representative from Becket & Raeder explained the timelines and process of completing all three plans. Litzenburger moved, **Alexander seconded, PASSED UNANIMOUSLY** to recommend awarding the consulting services contract.

****MOTION**

Board Member Applications
****MOTION**

Two applications were submitted to fill the future vacancy left by Jo Bowman. Both applicants have merit and bring a lot to the table. **Alexander moved, Sterling seconded, PASSED UNANIMOUSLY** to recommend the appointment of Tom Smith to serve on the Parks and Recreation board for the remainder of a term that expires December 31, 2022.

Adjournment

The October 10, 2019 meeting of the Parks and Recreation Board was adjourned at 6:24 p.m.

_____
Barb Brooks, Recording Secretary

draft

Agenda Item 9D

Approved_____

MEETING OF
October 14, 2019

MINUTES OF THE **BOYNE CITY ECONOMIC DEVELOPMENT CORPORATION** MEETING DULY CALLED AND HELD ON MONDAY, October 14, 2019 at CITY HALL ~319 N Lake Street, Boyne City

CALL TO ORDER

Chair Gillett called the meeting to order at 12:39 p.m.

ROLL CALL

Present: Pat Anzell, Michael Cain, Michelle Cortright, Pete Friedrich, Ralph Gillett, Josette Lory
Absent: Kelly Bellant, Drew May

EXCUSED ABSENCES
MOTION

Cortright moved, Cain seconded, PASSED UNANIMOUSLY to excuse Kelly Bellant.

MEETING ATTENDANCE

Staff: Recording Secretary Jane Halstead, Planning Director Scott McPherson
Public: None

MINUTE APPROVAL
MOTION

Friedrich moved, Lory seconded, PASSED UNANIMOUSLY to approve the minutes of May 13, 2019.

HEARING CITIZENS PRESENT

None.

UNFINISHED BUSINESS

SurgCenter

City Manager Michael Cain was in contact with the project manager of the SurgCenter which is under construction in the Business Park. They hope to occupy the space by mid-January and open for business in March 2020.

Non-Motorized Trail

The ground-breaking ceremony for the non-motorized trail from Boyne City to Boyne Falls took place last week. The target date for completion is June 11, 2020. The trail head will be at the airport.

Property Access

The Board discussed future access to some of the property at the Business Park. Currently there is no access to the property via Addis Road.

Future Development

No plans have been made as of yet for the recently acquired property at the Business Park.

NEW BUSINESS

Daifuku Webb Expansion

Planning Director Scott McPherson reviewed the expansion plans for Daifuku Webb. They are planning two additions. One includes an addition to the front of the building for an employee break room and rest room. The second addition will be a room for baking on paint. Design and construction will match what is currently there. In the future they may relocate their main driveway.

DRAFT

Elmer's has purchased the land behind Daifuku Webb. They may be requesting rezoning from the township.

Reappraisal of Industrial Class

The City Assessor has been conducting reappraisals of the industrial properties in Boyne City, East Jordan and Charlevoix.

GOOD OF THE ORDER

None.

ANNOUNCEMENTS

The next regular meeting of the EDC is scheduled for November 11, 2019.

ADJOURNMENT

The October 14, 2019 Economic Development Corporation meeting was adjourned at 1:06 p.m.

_____

Jane Halstead, Recording Secretary

Agenda Item 9E

Approved: _____

MEETING OF
October 14, 2019

MINUTES OF THE **BOYNE CITY LOCAL DEVELOPMENT FINANCE AUTHORITY** MEETING DULY CALLED AND HELD ON MONDAY, October 14, 2019 at City Hall ~ 319 N Lake Street, Boyne City

CALL TO ORDER

Chair Gillett called the meeting to order at 12:01 p.m.

ROLL CALL

Present: Pat Anzell, Michael Cain, Michelle Cortright, Pete Friedrich, Ralph Gillett and Josette Lory
Absent: Kelly Bellant, Drew May

EXCUSED ABSENCES
MOTION

Anzell moved, Cortright seconded, PASSED UNANIMOUSLY to excuse Kelly Bellant.

MEETING ATTENDANCE

Staff: Recording Secretary Jane Halstead, Planning Director Scott McPherson, City Clerk/Treasurer Cindy Grice
Public: One

APPROVAL OF MINUTES
MOTION

Lory, Friedrich seconded, PASSED UNANIMOUSLY to approve the May 13, 2019 minutes as presented.

HEARING CITIZENS PRESENT

None.

CORRESPONDENCE

None.

INFORMATIONAL MEETING

The Recodified Tax Increment Financing Act requires that informational meetings are held twice per year and that each taxing entity that is subject to tax capture is notified. This meeting meets that requirement. We also post our budgets, meetings and minutes online to promote transparency.

UNFINISHED BUSINESS
Business Park Sign

Bruce Janssen of The Wood Shop presented his rendering for a new sign for the Air Industrial Drive entrance to the Business Park. The current sign is 33 years old. The Board discussed Bruce's design and decided they would like to the sign to have more resemblance to the sign at the other entrance of the Park. They suggested the elimination of the stone platform and have the sculpture sit closer to the ground. The Board would also like the sign lighted with sensitivity to light pollution. Bruce will work on the changes and communicate to the Board via email through the process. The Board would like to have a new sign installed next spring if possible. Several trees will need to be removed at the site for the sign.

NEW BUSINESS

None.

DRAFT

GOOD OF THE ORDER None.

NEXT MEETING The next meeting of the Local Development Finance Authority is scheduled for November 11, 2019.

ADJOURNMENT The October 14, 2019 Local Development Finance Authority meeting was adjourned at 12:38 p.m.

Pete Friedrich, LDFA Secretary

Jane Halstead, Recording Secretary

Approved:

Meeting of October 21, 2019

Record of the proceedings of the Boyne City Planning Commission meeting held at Boyne City Hall, 319 North Lake Street, on Monday October 21, 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, Tom Neidhamer, Rose Newton, Aaron Place and Jeff Ross
Absent: None
Vacancy: Two

Meeting Attendance

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

Consent Agenda
****Motion**

2019-10-21-03
Ross moved, Chute seconded, passed with dissention from Newton, a motion to approve the consent agenda, the Planning Commission minutes from September 16, 2019 as presented.

Citizen comments on Non-Agenda Items

None

Reports of Officers, Boards and Standing Committees

Planning Director McPherson indicated that the city would like to put together a Marijuana Work Group of volunteers from various city boards. If anyone is interested in volunteering, let us know and we will get you set up with the date and time of the first meeting. The last marijuana webinar is this week on Thursday, October 24th at 3:30 pm in the commission chambers. This webinar is supposed to be the best of the series as it will review all of the other sessions.

Unfinished Business

None

New Business

Development Plan review 1254 M – 75 Jervis B. Webb (Daifuku)

Planning Director Scott McPherson reviewed his staff report that was included in the agenda packet. The application that has been submitted for plan review is a 28' x 62' addition on the north side of the building for a proposed new breakroom and restrooms, and a 66' x 96' addition proposed on the south side of the building for an oven powder coating structure. The existing and the proposed uses are principal permitted uses in the RC/IND district, and the proposed site plan is in compliance with all ordinance requirements of Section 20.20 in regards to building placement, height, lot coverage and size. Under Sections 13.40 and 22.30 which establishes design standards for buildings located in the RC/IND district; the proposed additions comply with design criteria, matching the existing structure in materials, site layout, retention pond and location of the future proposed driveway. The existing parking currently exceeds ordinance standards and the proposed addition is not anticipated to add any additional demands. During their review, staff found no issues as it meets all ordinance requirements. Even though it is not in the industrial park, the EDC (Economic Development Corporation)/LDFA (Local Development Finance Authority) boards recently reviewed the plans and fully support the project.
Jay Wangeman: Wangeman Construction – Introduced the team and reiterated what Planning Director McPherson stated. They are looking to get the project started as soon as possible.
Chute – the smaller addition to front, will it be brick/block or siding?

Draft

Wangeman – It will be siding to match as closely as possible to existing structure.
Chute – What about the retention basins?
Wangeman – The SW corner will be used for the basin for the additional proposed hard surface and the run off from the roof; and will be done as part of the construction.
Place – Will there be any additional hazardous materials that will be produced?
Gary Jett – No; the paint that was used previously had VOC's which we are no longer using, we are using a powder coating that is nontoxic and can be put into a bag and hauled away by Waste Management. We are inspected yearly, and have had no problems.

Board Discussion
At this point, Chair Place facilitated the review of Section 19.40 Development Site Plan Review Standards Findings of Fact going through each section.

****Motion**

After board discussion and review with a few minor corrections; **motion by Ross, seconded by Newton** based on the findings of facts under Section 19.40, to recommend approval of the Development Site Plan for 1254 M 75 as presented.

2019-10-21-7A
Roll Call:
Ayes: Chute, Kroondyk, MacNaughton, Neidhamer, Newton, Place and Ross
Nays: None
Absent: None
Vacancy: Two
Motion Carries

Public Hearing Proposed Ordinance Amendments to Reduce Housing Barriers.

Planning Director McPherson reviewed his staff report included in the agenda packet. Tonight before the board are several text amendments to the Zoning Ordinance, specifically Articles II, IV, V, X, XI. A public notice was placed into the Petoskey News Review on October 4th, and Chair Place would like to make that an attachment to the minutes, will be done as Attachment 1.

Public Hearing was opened at 5:20 pm and after no discussion from audience members was closed at 5:21 pm

Board Discussion

The board reviewed the proposed amendments, and had a question about the RED district and the amendments the board proposed for that area. They were not on the staff report, however, were included in the public notice, so they would be included in the public hearing. McPherson had recently attended a MAP (Michigan Association of Planners) convention and one of the conference topics was "Gentle Density"; he reported that we are ahead of several communities in the state with the way that we are looking at dealing with the lack of housing. The board appreciated the hard work from staff, and after discussion, **motion by Ross, seconded by Chute** to recommend to the City Commission consideration of the proposed amendments to the Boyne City Zoning Ordinance and schedule a first reading.

****Motion**

2019-10-21-7B
Roll Call:
Ayes: Chute, Kroondyk, MacNaughton, Neidhamer, Newton, Place and Ross
Nays: None
Absent: None
Vacancy: Two
Motion Carries

Draft

Zoning Map Correction Recommendation

Planning Director McPherson reviewed his report included in the agenda packet. A local appraiser brought the discrepancies in the zoning maps to staff's attention. The area in question is a section up behind Challenge Mountain. The 2001 adopted map and ordinance introduced a new district designation and new boundaries for some residential and commercial districts, two of the parcels involved are 15-051-302-01-60 and 15-051-302-01-65; on a private drive Crozier Crest. After staff review of historical zoning maps, land use, geography and topography it is believed that the zoning map boundary lines that were updated in 2001 were incorrectly drawn to include these parcels in the RC/IND district. The parcels were created in the 1990's and in 1994 a dwelling was constructed on parcel 15-051-302-001-60 and the other remained vacant. Tax records for both parcels shows they have been classified and assessed as residential since each was created. Section 2.30 of the zoning ordinance includes procedures for resolving questions regarding district boundary lines. The ordinance specifies that the Zoning Board of Appeals shall determine the exact boundary lines after a recommendation from the Planning Commission.

Public Hearing opened at 5:27pm, and with no comments from the audience, closed at 5:27 pm

****Motion**

After further board discussion and consideration, **motion by Ross, seconded by MacNaughton** to recommend this matter to the Zoning Board of Appeals for their interpretation as to the correctness of the zoning district map adopted in 2001.

2019-10-21-7C
Roll Call:
Ayes: Chute, Kroondyk, MacNaughton, Neidhamer, Newton, Place and Ross
Nays: None
Absent: None
Vacancy: Two
Motion Carries

Staff Report

- Planning Director McPherson shared with the board that the City Commission would like to have a joint meeting with this board and the Parks and Recreation Commission on November 19th at 7:00 pm to discuss the possible non-motorized trail route on Michigan Avenue to the west. They are looking at incorporating this leg of the trail into the upcoming N. Lake Street project that is slated to begin next spring. Larry Fox, consultant from C2ae, will be on hand to answer any questions, and facilitate the discussion.
- The Boyne Valley non-motorized trail is mostly cleared and a sidewalk has been put down in Boyne Falls. Gravel has been laid for the boardwalk sections that they hope to have installed yet this fall. The engineers were able to reduce 30 feet of board walk, which in turn has reduced the project by approximately $30,000. Boyne Mountain will be installing signage on their property at their cost, which is another reduction of approximately $5,000. The final projected date for completion is June 11, 2020
- MEDC has contracted with a freelance photographer who was recently in the area taking pictures, and has gotten a lot of great shots which the city will be able to use however we would like.

Good of the Order

- What is the status of the public hearing for parking? Staff is continuing to work on it

Draft

- On September 30th Planning Commissioner training was held in Petoskey. Commissioners Chute, Ross, Newton, MacNaughton and Place attended. They all indicated that it was very informative and have come away with quite a few ideas; one was having a dedicated email only for planning duties, pay attention to conversations that you have outside of the chambers in what you say and do; to have a smooth meeting, all comments, questions, statements should be directed through the chair, and they will in turn direct the comment, suggestion or question to the appropriate party. The board was very appreciative of the in-depth reports that are given by staff.
- With the two vacancies on the board, members have been approached by people who would consider serving on the board, however, live outside of the city limits; some are business owners in the city, and wondered why they were not able to serve as other boards and commissions in the city allow non city residents to serve.
- Thank you to George Ellwanger who has served on the Planning Commission since 2003, his insight, knowledge, dedication have been very much appreciated along with Joe St. Dennis who has served 29 years, both members will be missed.
- Scott McPherson reminded the commission of the upcoming 6th Annual Charlevoix County Planners Forum hosted by Tip of the Mitt Watershed Council scheduled for October 30th in Charlevoix. The deadline for signing up is October 25th; so you will need to register yourself. If you attend, please let us know so that we can update the training log.
- The concerns for short term rentals was brought up again, staff is continuing to compile information for the City Commission, who recognizes this issue. A matrix was handed out by Chute, received and filed, and staff will make that inventory available to the City Commissioners also. What is the percentage that the city can handle? Surrounding areas have ordinances or resolutions in place already.

Adjournment
****Motion**

The next regular meeting of the Boyne City Planning Commission is scheduled for Monday, November 25, 2019 at 5:00 p.m.

2019-10-21-10
Newton moved, Ross seconded, PASSED UNANIMOUSLY a motion to adjourn the October 21, 2019 meeting at 6:04 pm

_____ _____
Chair Aaron Place Recording Secretary Pat Haver

Draft

BOYNE CITY HISTORICAL COMMISSION

Minutes of October 21, 2019
7:00 p.m.
Boyne City Hall

CALL TO ORDER: 7:02 pm

PRESENT: Sansom, Hewitt, Raycraft, Dawson, Barden and Alexander.

ABSENT: none

GUESTS: Larry & Julie Taylor, Gow Litzenburger, Patrick McCleary, Ingrid Day, Kecia Freed and granddaughter.

STAFF: Michael Cain

APPROVAL OF MINUTES: Approval of the minutes from the September 16, 2019, September 23, 2019, September 30, 2019 meetings motioned by Alexander, second by Dawson, all ayes.

OLD BUSINESS:

Work Session with Heritage Board. List fundraising ideas.
Larry Taylor listed all of the ideas in his computer on a spreadsheet for us to view on a monitor during the meeting.
Sansom asked the Heritage Board what the financial goal was, Kecia said 500,000.
Ingrid said that low to high range for fundraising/categorize ideas.
Vintage fashion show/Dinner
Gala
Founders Day Celebration
Artifact Showcase evening /wine & cheese
Topical Publications-tied to local events (Boyne Thunder)
Vintage Ball Game/car show-form teams /spectators pay fee.
Miller House around town collection cans
Grants
Concert –outside or at Great Lakes Academy-raffle (round trip to sister city in Ireland)
Comprehensive Calendar
Antique Road Show- fee to bring in items to be appraised
Wine/spirit tasting with silent auction
Smeltania black tie ball-ticket to attend
4th of July raffle for a Patio Event (city hall patio)
Boyne Mt.-24 hour ski event
Online silent auction, use donated items to auction off
Avalanche Mt. event (carnival, slush cup)
Talent Show
Art Show
Life insurance policy, beneficiary to be the Heritage Center.
Endowment fund
Membership program
Palm Reading with crystal ball-cemetery stroll
Stroll the streets- show presence and awareness. Donation can available.
Roaring 2020 –music, dancing contest, similar to a Great Gatsby
Home tour

DRAFT

Virtual Fundraiser
Bob Morgridge tribute
Main Street tours
100 people to donate 100.00
Christmas ornaments- do a series
Calendar or Map
Bricks to sell with family names on them or a plaque
Merchandise
Cookbook, chef cook off
Children book series
History month event
Plaques for restored or significant homes.
Marathon, use the new Boyne Valley/BC trail (13.1 Miles)
Snow shoe new trail
Old fashioned picnic & games
Golf event
Road Rally
Scavenger hunt-historical
Marijuana shop- help the joint
BC/Chx paddle event
All White Dinner event in relation to the White Family
Publication for yearly viewing
Antique Fire Truck Muster
Barden challenges all of us to find a grant and complete it, or bring to the next meeting.
Local art resale auction
Hands of time, by donation do during the 4th of July
Quilt
Murder Mystery dinner
New car raffle
Breakfast in bed, cup of coffee & a bagel
Theater event
Family night
Capital campaign

Prioritize the list.

NEW BUSINESS:

A. Review board application from Asuka Barden for board vacancy, motioned by Raycraft to accept application for a two year term ending June 30, 2021, 2nd by Alexander, all ayes.
B. Board term renewals
   Michele Hewitt, 2 year term ending June 30, 2021
   Lisa Alexander, 3 year term ending June 30, 2022
   Syrina Dawson, 3 year term ending June 30, 2022
   Motioned by Dawson to accept the renewal of board members 2nd by Raycraft, all ayes.
C. 2020 Calendar, 3rd Monday of the month at 7:00 pm at city hall, motioned by Alexander, 2nd by Dawson, all ayes

Barden asked if the Commission board would consider funding electrical improvements for the museum.
Permit fee $200.00
Materials $500.00
Labor $600.00

DRAFT

Alexander motioned to accept the bid from Diverse Electric for electrical improvements for museum space not to exceed 1,300 and to be completed by no later than December 31, 2019, second by Dawson, all ayes.

CITIZENS COMMENTS

None

COMMUNICATIONS

None

Next Meeting: November18, 2019 , 7:00 pm city hall

Adjourned: 8:58 pm, motioned by Alexander, 2nd by Raycraft to adjourn, all ayes.

DRAFT

Agenda Item 9H

Approved: _____

MEETING OF
October 24th, 2019

RECORD OF THE PROCEEDINGS OF THE MEETING OF THE **BOYNE CITY AIRPORT ADVISORY BOARD** held October 24th, 2019.

CALL TO ORDER

Chair Richard Bouters called the meeting to order at 5:30 PM followed by the Pledge of Allegiance.

ROLL CALL

Present: Richard Bouters, Leon Vercruysee, Richard Wright, Doug Brubaker Leon Jarema*, John Van Etten*

Absences: Brian Harrington (excused), Bud Chipman*, Rod Cortright*, Jerry Schmidt*, Allen Struza*

**Ex Officio Members*

Staff: Michael Cain – Airport/City Manager, Timothy Fass – Director - Department of Public Works (DPW)

Citizens: None

READING AND APPROVAL OF MINUTES

Motion by Doug Brubaker, seconded by L. Vercruysee, to approve the September 26th, 2019 minutes. Unanimously passed.

CORRESPONDENCE

None

CITIZENS COMMENTS (NON-AGENDA ITEMS)

None

REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

None

UNFINISHED BUSINESS

DPW / City Support

Distance Remaining Signs – DPW Director Timothy Fass relayed his plan to complete the installation of the distance remaining signs with the frangible fittings required by Federal Aviation Regulations. The goal is to complete the installation before cold weather prohibits further sign work.

draft

Non-Motorized Trail Update
Michael Cain informed the Board that trail construction is underway and the trail will be open for public use on June 11th, 2020. Additionally Mr. Cain stated that the trail poses no threat to air navigation.

Other
Snow Plowing
Discussion centered on user complaints of inadequate snow removal from hangar doors and aprons leading to taxiways. A proposal was put forth asking the City to consider plowing the aprons leading to and within one foot of the hangar door of City owned hangars. Michael Cain and Mr. Fass will study the proposal.

Mr. Fass asked the board what was the proper disposition of *FAA System Maintenance* emails received at his office. After a brief discussion the issue was resolved with an arrangement that Mr. Fass will forward all such emails to the City/Airport Manager for appropriate administrative actions.

City Fill Dirt Dumping
Richard Wright suggested using excess DPW deposited fill dirt dumped at the airport to level a major ground depression in the airport movement area. That low area is on the north side of the runway within the 125 foot clear zone from the runway centerline. Fass to discuss with his staff.

NEW BUSINESS

Election of Officers
The Board agreed 2019 officers will remain in place for calendar year 2020. Motion by Doug Brubaker, seconded by R. Wright, motion carried.

Approval of 2020 Meeting Calendar
The Board agreed to maintain the current meeting schedule (fourth Thursday of the month, at 5:30 PM in the airport terminal building, January - October) in 2020. Motion by Richard Wright, seconded by Brubaker, motion carried.

Assistance from the FAA to procure and maintain an AWOS System
Mr. Van Etten queried the Board about the feasibility of initiating a Board action to obtain Federal assistance acquiring and maintaining an Automated (aviation) Weather Observing System. Citing a major argument for the acquisition, Leon Jarema advised the Board that an official aviation weather reporting system must be installed *at that airport* for an aircraft to be dispatched to that airport under Federal Aviation Regulation (FAR), Part 135. FAR Part 135 operations are those on-demand, air charter flights.

Richard Wright restated that his previous research into and automated weather reporting system revealed an affordable system was available but fell short of the needs of Boyne City's airport on three counts:

1. The system did not report visibility
2. No ceiling height measurement
3. System not part of the National Aviation Weather Reporting System

draft

Richard will continue his search focusing only on AWOS systems and report back to the board in January 2020.

Airport History
Richard Bouters pledged to take on a project following-up on citizen interest in the Boyne City Airport. Bouters provided the Board a copy of a Boyne City newspaper article from 1938 describing the airport origins. Richard will continue his research providing airport historical facts at future Airport Advisory Board meetings.

Other
Michael Cain informed the Board that Mr. John Cooper has offered to fund the purchase of and installation of a Precision Approach Path Indicating (PAPI) system at the approach end of runway 27.

GOOD OF THE ORDER

Boyne City Airport 100 Low Lead aviation fuel price increased to $4.56 per gallon on October 14th, 2019.

Michael Cain complemented the Board for the good facelift work on the airport terminal grounds; "…it looks great…", and "…thanks for all the hard work…" Credit is primarily due to Board Member Allen Sturza and Boyne City Citizen Gow Litzenburger.

Michael Cain informed all present that currently all the Boyne City Airport hangars have tenants. The occupant of C-17 will vacate that hangar on November 15th, 2019.

ANNOUNCEMENTS

R. Bouters recently planned and executed a very successful FAA Safety Seminar on October 10th. The Seminar was conducted at the airport terminal with 12 pilot attendees. Recently acquired terminal multimedia presentation equipment enabled an automated, clear and appealing presentation.

The next regular Airport Advisory Board meeting is scheduled for Thursday, January 23rd, 2020 at 5:30 PM.

ADJOURNMENT

The meeting was adjourned at 6:45 P.M. by meeting chair, Richard Bouters.

_____

Richard K. Wright
Boyne City Airport Advisory Board Secretary

draft

Agenda Item 11A

CITY OF BOYNE CITY

CHARLEVIOX COUNTY, MICHIGAN

COMPREHENSIVE ANNUAL FINANCIAL REPORT

YEAR ENDED APRIL 30, 2019

CITY OF BOYNE CITY, MICHIGAN

COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED APRIL 30, 2019

Prepared by: Finance Department

City Clerk / Treasurer
Cindy Grice

Deputy Treasurer
Michele Hewitt

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INTRODUCTORY SECTION

City of Boyne City

Founded 1856

319 N Lake Street | Boyne City, Michigan 49712 | Phone 231-582-6597
www.cityofboynecity.com | Fax 231-582-6506

October 25, 2019

To Mayor Neidhamer, City Commissioners, and Citizens of Boyne City:

In accordance with State statute, provisions of the City Charter, in conformity with Generally Accepted Accounting Principles (GAAP), audited in accordance with auditing standards generally accepted in the United States and in accordance with Government Auditing Standards by a firm of Licensed certified public accountants, it is my pleasure to provide you with the comprehensive annual financial report of the City of Boyne City for the fiscal year ending April 30, 2019 (FYE 19). Responsibility for the accuracy of the data presented and the completeness and fairness of the presentation, including all disclosures, rests with the City. The City's administration believes, and has made its best efforts to insure, that the data, as presented, is accurate in all material aspects; that it is presented in a manner designed to fairly set forth the financial position and results of operations of the City as measured by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain the maximum understanding of the City's financial status have been included.

In developing and monitoring the City's accounting system, significant consideration is given to the adequacy of our systems of fiscal checks and balances. Our internal accounting controls are regularly reviewed, not just by our auditors in the preparations of our annual audit, but also by the City Clerk/Treasurer and the City administration throughout the year as we examine current and propose future practices and procedures. Boyne City's administration has established a comprehensive internal framework that is designed both to protect the City's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, our comprehensive framework of internal controls has been designed to provide reasonable, rather than absolute, assurance that the financial statements will be free from material misstatement. As the City's administration, we assert that to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Public Act 2 of 1968 of the State of Michigan, as amended, requires that Boyne City's financial statements be audited by a certified public account selected by the City Commission. This requirement has been met through bidding out and retaining the services of Gabridge & Company, PLC as our independent auditors.

The goal of the independent audit is to provide reasonable assurance that the basic financial statements of the City for the fiscal year which ended April 30, 2019 are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amount and disclosers in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation.

The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City of Boyne City's financial statements for the fiscal year which ended April 30, 2019, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report. Please see the 'Opinions' section on page 2 of this audit report for more specific information.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City of Boyne City's MD&A can be found immediately following the report of the independent certified public accountants in the financial section and provides a narrative introduction, overview and analysis of the basic financial statements.

Profile of the Government

The City of Boyne City is a vibrant community on the east end of beautiful Lake Charlevoix in Northwestern Michigan. November 14th of this year marks the 163nd anniversary of the arrival of the first settlers to our community. During this year Boyne City formally established a Sister City/Twinning relationship and hosted dignitaries from the Boyne Valley in Ireland where our first permanent settlers and name originated. Boyne City is proudly building on the foundations firmly laid by our predecessors. Boyne City has experienced recent growth and now some approximately 3,800 residents live here year-round. During the summer months the population grows exponentially with seasonal home owners and visitors returning to the area.

The City of Boyne City has a Commission/Manager form of government. The City is governed by the Boyne City City Commission which is made up of five at large elected non-partisan officials, including a Mayor and Mayor Pro-Tem who are in turn selected by the Commission. Those elections are held in November of odd numbered years. The Commission hires the City Manager and City Attorney and is the legislative and governing body of the City. The Commission is responsible for passing ordinances and resolutions and adopting the annual budget. The City Manager is responsible for carrying out the policies and ordinances of the Commission and overseeing the daily operations of the government.

The City of Boyne City offers a full range of quality services including police, fire and ambulance service, water, sewer, street maintenance, zoning and planning, parks and recreation, municipal marina, and a municipal airport.

The annual budget serves as a foundation for the City of Boyne City's financial planning and control for each May 1st to April 30th fiscal year. Each February, departments of the City are required to submit requests for appropriations to the City Manager and these requests are the initiation of developing the

proposed budget. The City Manager then prepares and presents a proposed budget to the Commission for their consideration. Every March, an all-day budget review work session involving the City Commission, City Manager, City Clerk/Treasurer, and the other department heads is held to discuss in detail the proposed budget and any changes to it. The Commission holds public hearings in April on the proposed budget and adopts a final budget no later than the third week of April annually. The appropriated budget is prepared by fund and department. The City Commission approves any budget amendments that may be necessary during a fiscal year. Budget to actual comparisons are provided in this report for the general fund for which an appropriated annual budget has been adopted. The general fund, budget to actual report, is presented in the required supplemental information section of this report.

Local Economy

The Boyne City economy is strong and is experiencing an influx of new businesses and growth. Boyne City is fortunate to have a balanced economy made up of residential, commercial, and industrial components. All three of these legs which serve as the foundation for Boyne City's economic stool are doing very well at this time and there is nothing that we are aware of on the horizon which will upset that. Several new tap room/restaurants and retail shops have opened in recent years as well as a physical therapy office and art studio. New businesses have come to or expanded in the Boyne Business Park (aka Industrial Park) over the last year. Properties throughout the City continue to sell well. The Boyne City Public Schools have had an increase of over 100 students from a decade ago. In terms of continued population, student growth, and economic strength, Boyne City's ongoing successes continue to be a model for many of our peers. The strength and continuation of that growth will reviewed with the results of the 2020 census.

Supported by a voter approved millage, the City built in 2017 a new nearly 7 million dollar facility to house the governmental offices, Police, Fire, and EMS departments. This City Facility, fully occupied in the late summer of 2017, houses most of the City of Boyne City's public meeting spaces, along with its restored 1905 tower clock and it's fully operational 1917 LaFrance fire truck. The La France is the City's first motorized piece of fire equipment and had its own 100th anniversary in 2017. The City Facility builds upon the strong foundations of our community's past while preparing us for the future. Still in progress is the reorganization of the City's museum as a new regional Heritage Center to further expand upon a rich history unique to this area. More positive milestones for Boyne City.

Because Boyne City has been the fastest growing city in Northern Michigan, we do face some challenges. There is a housing and employee shortage, particularly during the summer months, that while not unique to Boyne City hampers potential business growth. Quite a far cry from the experiences of the national economic downturn of nearly a decade ago.

Boyne City is a community with a vibrant downtown with a very active Main Street Program and Chamber of Commerce. Volunteers are plentiful, with thousands of hours given every year for special events and committees. The volunteers like the region itself, as represented by the City government, the schools, the Chamber of Commerce and business community, the Library, and neighbors, all work well together while striving for the greater good. Boyne City is seen as an effective leader in regional cooperation.

Boyne City's City government seeks to be frugal, efficient, open and accountable with the tax dollars and other community resources entrusted to it.

Overall the City of Boyne City remains in excellent financial health. We have been, and continue to make, significant investments in the City and its various forms of infrastructure. That in turn has helped attract new citizens, businesses, and private investment. We continue to spend well within our means and when we do, we do our best to insure we obtain the best value for the dollars spent. Boyne City seeks to position itself for long term sustainability in good times and in bad, as we successfully demonstrated during the great recession.

Long-term Financial Planning

Every other year the City develops goals which guide the long-range fiscal planning and serves as the framework for development of the next adopted budget. Boyne City seeks to keep moving forward and not rest on our past accomplishments. The City Commission, through an enhanced community driven goal setting process has adopted six major goals for the coming two years. They are: Be excellent stewards of taxpayer funds; Engage our Community; Increase housing availability; Protect Lake Charlevoix and the Boyne River; Keep Boyne City's economy strong and resilient; Enhance recreational opportunities in Boyne City's parks and public spaces. High priority actions are being detailed for each of these goals and each will seek to identify measurable results which will be assigned to certain parties with specific completion targets.

Relevant Financial Policies

The City of Boyne City had no new policies or changes in existing financial policies that would have made a significant impact on the current period's financial statements.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) has awarded its Certificate of Achievement for Excellence in Financial Reporting to the City of Boyne City for its comprehensive annual financial report (CAFR) for the last three fiscal years which ended on April 30th of 2016, 2017, and 2018. Boyne City is again applying for the award for FYE 2019 which is covered in this audit. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both accounting principles generally accepted in the United States of America and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that this current CAFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate. My congratulations to the City Clerk/Treasurer and our entire team for pursuing this higher level of public reporting.

The City of Boyne City has been the recipient of numerous other recognitions and awards. We are a Master Level and nationally accredited Main Street Community. Last year our Main Street Program was a finalist among the top ten programs nationally which sought the Great American Main Street Award, an award that we have applied for again. We have also been designated as a Tree City and a Trail Town.

We are also a Certified Local Government and we are also certified by the State of Michigan as one of their first six Redevelopment Ready Communities. All the awards and honors earned by the City of Boyne City are done so in the pursuit of providing excellent local government and services to our citizens, businesses, tax payers, and visitors.

The preparation of this report would not have been possible without the efficient and dedicated services of City Clerk/Treasurer Cindy Grice and the entire City of Boyne City team. I would like to personally express my appreciation to all who assisted and contributed to the preparation of this report. Appreciation is also extended to the Mayor and City Commission for their unfailing support for maintaining the highest standards of professionalism in the management of the City of Boyne City's finances.

In closing, let me express my hope that you will find this document to be a useful tool in evaluating the City's financial health. Helping you obtain a thorough understanding of the City's financial condition is important to us all. Should you have any questions, comments, concerns, or suggestions regarding this document or the information it contains, Cindy and I are available to respond. My staff and I look forward to reviewing this information with you.

Respectfully submitted,

Michael Cain
City Manager
mcain@boynecity.com

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Boyne City
Michigan

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

April 30, 2018

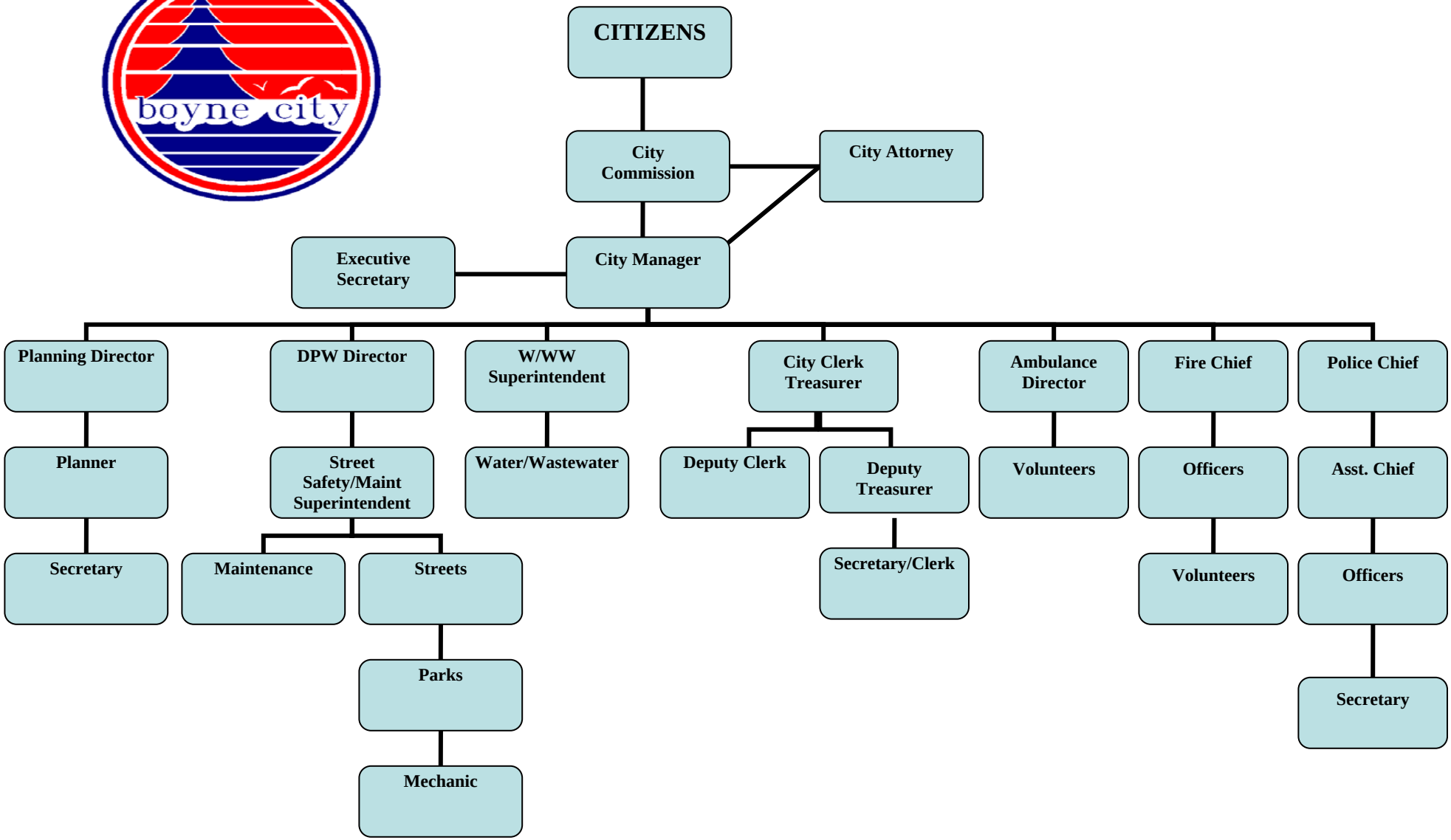
Christopher P. Morrill

Executive Director/CEO

CITY OF BOYNE CITY, MICHIGAN
CITY OFFICIALS

City Commission	Tom Neidhamer, Mayor
	Ron Grunch, Mayor Pro-tem
	Hugh Conklin
	Sally Page
	Dean Solomon
City Manager	Michael Cain
City Clerk / Treasurer	Cindy Grice
Deputy Treasurer	Michele Hewitt
Executive Assistant	Barb Brooks
Planning / Zoning Administrator	Scott McPherson
Police Chief	Jeff Gaither
Fire Chief	Dennis Amesbury
Ambulance Director	John Lamont
Water / Waste Water Superintendent	Mark Fowler
Streets / Parks Superintendent	Tim Faas

Boyne City Organizational Chart



FINANCIAL SECTION

GABRIDGE & CO

Gabridge & Company, PLC
3940 Peninsular Dr SE, Suite 200
Grand Rapids, MI 49546
Tel: 616-538-7100
Fax: 616-538-2441
gabridgeco.com

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members of the City Commission
City of Boyne City, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Boyne City, Michigan (the "City") as of and for the year ended April 30, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Boyne City Housing Commission which represents 26.0 percent of the assets and deferred outflows, 19.0 percent of net position, and 59.3 percent of revenues of the aggregate discretely presented component units. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Boyne City Housing Commission is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Boyne City, as of April 30, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note 13 to the financial statements, during the year ended April 30, 2019, the City adopted the provisions of Governmental Accounting Standards Board Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. As a result of implementing this pronouncement, the City's net OPEB liability has been recognized on the government-wide statements and, as discussed in Note 13, the 2019 financial statements have been restated. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedules for pension and other postemployment benefits, and budgetary comparison schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining

and individual fund financial statements and schedules, and the statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2019, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Gabridge & Company

Gabridge & Company, PLC
Grand Rapids, Michigan
October 25, 2019

Management's Discussion and Analysis

City of Boyne City
Management's Discussion and Analysis
April 30, 2019

As management of the City of Boyne City, Michigan (The "City" or "government") we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended April 30, 2019. We encourage readers to consider the information presented here in conjunction with the financial statements.

Financial Highlights

- The assets and deferred outflows of the City exceeded its liabilities and deferred inflows at the close of the most recent fiscal year by $29,902,950 (net position).

- At the close of the current fiscal year, the City's governmental funds reported combined fund balances of $3,326,836, a decrease of $324,811 in comparison with the prior year. Approximately 61.0% of this amount, or $2,030,706, is available for spending at the government's discretion (*unassigned fund balance)*.

- At the end of the current fiscal year, unassigned fund balance for the general fund was $2,030,706, or approximately 31.7% of total general fund expenditures and transfers out.

Overview of the Financial Statements

The discussion and analysis provided here is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also includes supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents financial information on all of the City's assets, deferred outflows, liabilities, and deferred inflows, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods (e.g., accrued but unpaid other postemployment benefits and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, police and fire protection, streets, rubbish collection, health and welfare, community and economic development, and recreation and culture. The business-type activities of the City include water and sewer services.

The government-wide financial statements include not only the City of Boyne City itself (known as the primary government), but also a legally separate Downtown Development Authority, Local Development Finance Authority, and the Boyne City Housing Commission for which the City is financially accountable. Financial information for these component units is reported separately from the financial information presented for the primary government itself. The Boyne City Housing Commission has separately issued financial statements, which can be obtained by contacting the Housing Commission's administrative office at 829 South Park Street, Boyne City, Michigan 49712.

Fund Financial Statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in assessing a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities.*

The City maintains several individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general, ambulance, and city facilities construction funds, which are considered to be major funds. Data from the fire, Boyne thunder, major and local streets, marina, city facilities debt fund, and airport funds is presented as a separate column as they are considered nonmajor funds.

The City adopts an annual appropriated budget for the general fund and each special revenue fund. A budgetary comparison schedule for the general fund and each major special revenue fund has been provided to demonstrate compliance with these budgets.

Proprietary Funds. The City maintains two types of proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The City uses enterprises funds to account for its water and sewer operations. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the City's various functions.

The City uses an internal service fund to account for motor vehicle costs by allocating the cost to the funds that are using the resources. Because these services predominantly benefit governmental rather than business-type functions, they have been included within the governmental activities in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water and sewer operations, both of which are considered to be major funds of the City. The internal service fund data is presented in the proprietary fund financial statements.

Fiduciary Funds. Fiduciary funds are used to account for resources held for the benefit of parties outside of the government. Fiduciary funds are not reported in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds. The City reports one type of fiduciary fund, which are agency funds.

Agency funds report resources held by the City in a custodial capacity for individuals, private organizations, and other governments.

Notes to the Financial Statements. The notes provide additional information that is necessary to acquire a full understanding of the data provided in the government-wide and fund financial statements.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents *required supplementary information* concerning the City's budgetary comparison schedules and the City's pension and other post-employment benefits schedules.

This report also presents other supplementary information which includes the combining and individual fund statements. The combining statements are presented immediately following the required supplementary information on pensions.

Government-wide Overall Financial Analysis

As noted earlier, net position over time may serve as a useful indicator of a government's financial position. In the case of the City, assets and deferred outflows exceeded liabilities and deferred inflows by $29,902,950, at the close of the most recent fiscal year.

City of Boyne City's Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	2018	2019	2018	2019	2018
ASSETS						
Current Assets						
Cash and Investments	$ 3,506,979	$ 3,744,364	$ 4,399,663	$ 3,961,750	$ 7,906,642	$ 7,706,114
Due from Other Governmental Units	153,040	141,941	33,627	-	186,667	141,941
Accounts Receivable	437,125	511,921	454,086	517,621	891,211	1,029,542
Inventories	17,159	29,641	25,366	22,447	42,525	52,088
Prepaid Items	48,260	47,276	3,846	3,641	52,106	50,917
Total Current Assets	4,162,563	4,475,143	4,916,588	4,505,459	9,079,151	8,980,602
Noncurrent Assets						
Restricted Cash	-	-	415,439	475,364	415,439	475,364
Capital Assets, Net	22,194,313	19,208,474	10,525,780	10,740,466	32,720,093	29,948,940
Total Assets	26,356,876	23,683,617	15,857,807	15,721,289	42,214,683	39,404,906
DEFERRED OUTFLOWS OF RESOURCES						
Pension	549,037	147,776	80,562	29,761	629,599	177,537
Total Deferred Outflows of Resources	549,037	147,776	80,562	29,761	629,599	177,537
LIABILITIES						
Current Liabilities						
Accounts Payable	72,088	98,202	5,974	43,827	78,062	142,029
Payroll Liabilities	45,320	37,338	8,703	6,854	54,023	44,192
Current Portion of Compensated Absences	94,365	94,414	6,565	5,624	100,930	100,038
Customer Deposits	4,160	1,075	15,104	15,029	19,264	16,104
Unearned Revenue	170,128	208,351	-	-	170,128	208,351
Accrued Interest	-	-	6,772	7,759	6,772	7,759
Current Portion of Long-term Debt	265,000	240,000	555,000	540,000	820,000	780,000
Total Current Liabilities	651,061	679,380	598,118	619,093	1,249,179	1,298,473
Noncurrent Liabilities						
Net OPEB Liability	134,500	126,852	-	-	134,500	126,852
Compensated Absences	80,385	80,427	5,591	4,790	85,976	85,217
Long-term Debt	6,321,881	6,595,041	3,193,091	3,748,091	9,514,972	10,343,132
Net Pension Liability	1,706,329	1,677,483	250,376	337,838	1,956,705	2,015,321
Total Liabilities	8,894,156	9,159,183	4,047,176	4,709,812	12,941,332	13,868,995
DEFERRED INFLOWS OF RESOURCES						
Pension	-	124,925	-	25,159	-	150,084
Total Deferred Inflows of Resources	-	124,925	-	25,159	-	150,084
NET POSITION						
Net Investment in Capital Assets	15,842,375	12,614,764	6,777,689	6,452,375	22,620,064	19,067,139
Restricted	1,178,655	1,336,327	415,439	475,364	1,594,094	1,811,691
Unrestricted	990,727	596,194	4,698,065	4,088,340	5,688,792	4,684,534
Total Net Position	$ 18,011,757	$ 14,547,285	$ 11,891,193	$ 11,016,079	$ 29,902,950	$ 25,563,364

The largest portion of the City's net position of $22,620,064 (75.7%) reflects its investment in capital assets (e.g., land, buildings, furniture and fixtures, equipment, vehicles, and infrastructure), less any related outstanding debt that was used to acquire those assets. The City uses these capital assets to provide a variety of services to its citizens. Accordingly, these assets are not available for future spending. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources used to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net position, $1,594,094 (5.3%), represents resources that are subject to external restrictions on how they may be used. The remaining balance of $5,688,792, or 19.0%, is unrestricted net position.

Cash and investments increased by $200,528 during the current year to $7,906,642 as of April 30, 2019. The primary reason for this was the increase in business-type activities' net position of 875,114 offset by the decrease in governmental funds' fund balance of $324,811 (changes in fund

balance of governmental funds is a better approximation of cash fluctuations compared to changes in net position of governmental activities).

Capital assets within governmental activities increased by $2,985,839 being comprised of additions of $4,134,160 and depreciation expense of $1,148,321. Capital assets relating to business-type activities decreased by $214,686 as depreciation expense of $495,362 outweighed additions of $280,676.

The City's net pension liability decreased by $58,616 from $2,015,321 in the prior year to $1,956,705 as of April 30, 2019. Deferred outflows and inflows related to the pension increased by $452,062 and decreased by $150,084, respectively. The change in pension related deferrals is due to retirement assets yielding an investment loss of $275,021 during 2018, rather than the expected gain on retirement plan assets of 8%.

Long-term debt for the City decreased by $788,160 comprised of debt service payments of $780,000 and amortization of bond premium of $8,160.

The City's overall net position increased $4,339,586 from the prior fiscal year. The reasons for this overall increase are discussed in the following sections for governmental activities and business-type activities.

City of Boyne City's Changes in Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	2019	**2018**	**2019**	**2018**	**2019**	**2018**
Revenue						
Program Revenues						
Charges for Services	$ 2,719,833	$ 2,430,719	$ 2,159,018	$ 2,184,927	$ 4,878,851	$ 4,615,646
Operating Grants and Contributions	854,388	834,898	365,333	89,990	1,219,721	924,888
Capital Grants and Contributions	2,736,898	-	-	-	2,736,898	-
Total Program Revenues	6,311,119	3,265,617	2,524,351	2,274,917	8,835,470	5,540,534
General Revenues						
Property Taxes	3,536,516	3,581,763	-	-	3,536,516	3,581,763
State Revenue Sharing	380,152	365,090	-	-	380,152	365,090
Interest Income	25,936	69,168	1,144	1,401	27,080	70,569
Total General Revenues and Transfers	3,942,604	4,016,021	1,144	1,401	3,943,748	4,017,422
Total Revenues	10,253,723	7,281,638	2,525,495	2,276,318	12,779,218	9,557,956
Expenses						
Legislative	28,314	19,964	-	-	28,314	19,964
General Government	1,241,932	1,048,583	-	-	1,241,932	1,048,583
Public Safety	905,964	901,292	-	-	905,964	901,292
Public Works	2,068,364	1,931,913	-	-	2,068,364	1,931,913
Community and Economic Development	206,940	194,117	-	-	206,940	194,117
Recreation and Culture	986,176	884,893	-	-	986,176	884,893
Health and Welfare	1,137,767	1,046,328	-	-	1,137,767	1,046,328
Other Functions	39,816	35,580	-	-	39,816	35,580
Interest on Long-term Debt	173,978	177,378			173,978	177,378
Water and Sewer Operations	-	-	1,650,381	1,675,007	1,650,381	1,675,007
Total Expenses	6,789,251	6,240,048	1,650,381	1,675,007	8,439,632	7,915,055
Change in Net Position	3,464,472	1,041,590	875,114	601,311	4,339,586	1,642,901
Net Position at the Beginning of Period	14,547,285	13,505,695	11,016,079	10,414,768	25,563,364	23,920,463
Net Position at the End of Period	$ 18,011,757	$ 14,547,285	$ 11,891,193	$ 11,016,079	$ 29,902,950	$ 25,563,364

Governmental Activities. Governmental activities increased the City's net position by $3,464,472. The total increase was the result of total revenues of $10,253,723 less total expenses of $6,789,251.

Capital grants and contributions increased from $0 during the year ended April 30, 2018 to $2,736,898 during 2019 in large part due to the State of Michigan Department of Natural Resources (DNR) grant of $2,248,403 for open space acquisition, a State of Michigan DNR grant of $254,939 for waterways infrastructure improvements, and the U.S. Department of Homeland Security FEMA grant of $136,721 for the assistance to firefighters program.

The City had an increase in governmental expenses of $549,203 primarily due to the retirement asset loss on investments and its effect on net pension liability and related deferrals as discussed in an earlier section of this report.

Business-type Activities. Business-type activities increased the City's net position by $875,114. The total increase was a result of increased Stormwater / Asset Management / Wastwater grant program revenues from the Michigan Department of Environmental Quality, adding an additional $275,343 for operating grants and contributions during the year. Expenses remained relatively the same during the year, showing a slight decrease of $24,626.

Financial Analysis of Governmental Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as they represent the portion of fund balance which has not yet been limited to use for a particular purpose by either an external party, the City itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the City's Commission.

At April 30, 2019, the City's governmental funds reported combined fund balances of $3,326,836, a decrease of $324,811 in comparison with the prior year. Approximately 61.0% of this amount, or $2,030,706, constitutes *unassigned fund balance,* which is available for spending at the government's discretion. The remainder of the fund balance is either *nonspendable, assigned, or restricted* to indicate that it is: 1) not in spendable form, $53,508, or 1.7%, for inventories and prepaid items, or 2) restricted for particular purposes, $1,161,798, or 34.9%, for major and local streets and capital improvement projects, or 3) assigned, $80,824, or 2.4%, for various purposes.

The general fund is the chief operating fund of the City. At the end of the current fiscal year, unassigned fund balance of the general fund was $2,030,706 while total fund balance decreased to $2,117,817. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Unassigned

fund balance represents approximately 31.7% of total general fund expenditures and transfers out while total fund balance represents approximately 33.1% of that same amount.

The fund balance of the City's general fund decreased by $175,640 during the current fiscal year. This compares to a decrease of $36,295 in 2018. The primary reason for the current year decrease in general fund balance relates to greater intergovernmental revenues of $2,725,711, as explained in an earlier section of this report, and increased capital outlay expenditures of $3,454,817. $3,290,930 of the general fund's capital outlay expenditures relate to the acquisition of open space property on Lake Charlevoix. This was financed with a State of Michigan Department of Natural Resources (DNR) grant of $2,248,403 and $1,042,527 coming from unassigned fund balance. In addition, the general fund had transfers out of $281,575, most of which was used to subsidize the repair and maintenance of several City streets.

The ambulance fund, a major fund, had a $73,129 decrease in fund balance during the current fiscal year which put the overall fund balance at $169,437. Revenues decreased by $44,744 as ambulance billings went down while costs related to the ambulance fund increased by $85,406. In addition, the general fund transferred less into the fund during the year when compared to the prior year.

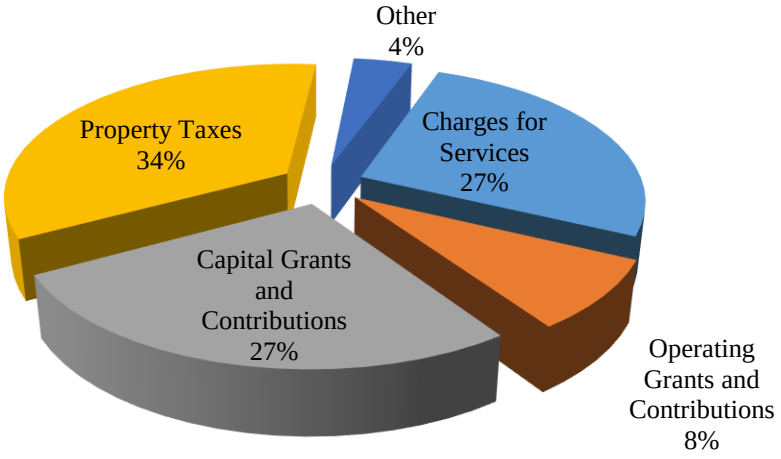
Proprietary Funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position at the end of the year was $3,624,165 for the sewer fund and $1,073,900 for the water fund. The increase in net position was $662,980 for the sewer fund and $212,134 for the water fund.

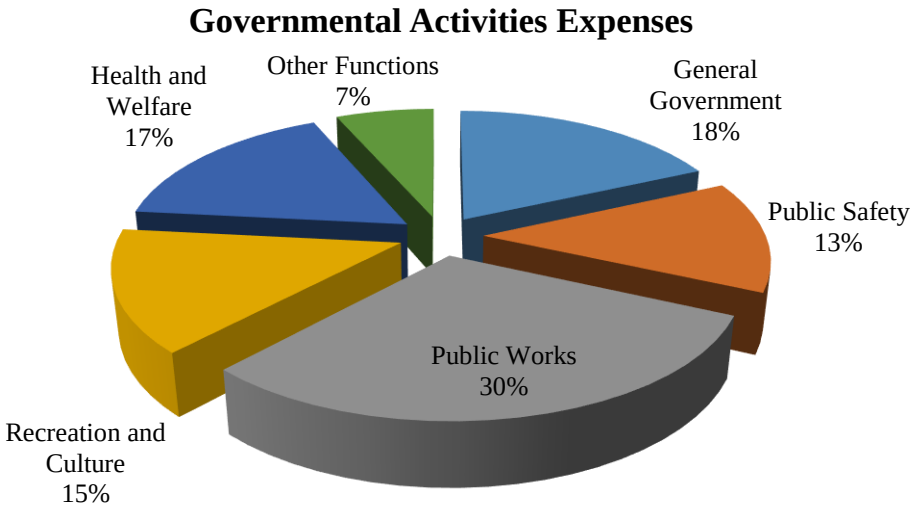
Governmental Activities

The following chart summarizes the revenue sources for the governmental activities of the City for the most recent fiscal year-end.

Governmental Activities Revenues



The following chart summarizes the expenses for the governmental activities of the City for the most recent fiscal year-end.



General Fund Budgetary Highlights

Original budget compared to final budget. During the year the budget amendments were relatively minor, with the exception of increased intergovernmental revenues and related capital outlay expenditures, as expressed in an earlier section of this report.

Final budget compared to actual results. The City had the following expenditures in excess of the amounts appropriated during the year ended April 30, 2019:

	Final Budget	Actual	Variance Final to Actual
General Fund			
Legislative Services	$ 25,168	$ 28,314	$ (3,146)
General Services	731,586	735,337	(3,751)
Planning	188,642	203,330	(14,688)
Housing	-	3,610	(3,610)
Capital Outlay	3,450,892	3,454,817	(3,925)

Capital Assets and Debt Administration

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of April 30, 2019, amounts to $32,720,093 (net of accumulated depreciation). This investment in capital assets includes land and improvements, buildings and improvements, furniture, equipment, vehicles, and water and sewer infrastructure.

The following summarizes the City's capital assets:

	Governmental Activities	Business-type Activities	Total Primary Government
Land	$ 4,298,047	$ -	$ 4,298,047
Land Improvements	1,845,022	-	1,845,022
Infrastructure	10,063,303	-	10,063,303
Buildings and Improvements	11,608,394	-	11,608,394
Vehicles and Equipment	4,331,644	500,283	4,831,927
Furniture and Fixtures	286,828	-	286,828
Water System	-	7,300,566	7,300,566
Sewer System	-	13,437,266	13,437,266
Total Capital Assets	32,433,238	21,238,115	53,671,353
Less: Accumulated Depreciation	10,238,925	10,712,335	20,951,260
Capital Assets, Net	$ 22,194,313	$ 10,525,780	$ 32,720,093

More detailed information about the City's capital assets can be found in note 4.

Long-term Debt

As described in note 6 to the financial statements, the City had $10,334,972 in long-term debt at the end of the fiscal year. The City is well under its legal debt limit as of year-end. More detailed information about the City's long-term debt can be found in note 6.

Economic Condition and Outlook

Management believes, based in part on the information reported in this audit, that the economic condition and outlook for the City of Boyne City is sound and will remain so for the foreseeable future, assuming no significant negative external factors arise.

Boyne City continues to invest heavily in its future, in many cases partnering with others to spread the cost and share the benefits. Since the last year's audit the City working with the Michigan Natural Resources Trust fund and others purchased the Open Space property on Lake Charlevoix immediately south of the City's main boat launch. This long desired community outcome was made possible by two concerned local citizens who acquired and held the property while the funding was being assembled after considering their options and determining that the City would be the best long-term owner. Plans for the future recreational uses and designs of the property are now being developed so appropriate future improvements can be planned for, funded, and implemented.

The special assessment district (SAD) project reported in last year's audit has been successfully completed and now into the repayment process. Requested by the majority of property owners on a section of West Michigan and Woodland Streets the district was set up to provide for the installation of a water main that will allow homes along those road sections to connect to the City

water system for the first time. The extended water system will also include new fire hydrants for enhanced fire protection, and possibly lower insurance rates. A successful example of citizens and their government working together for the common good. It also begins to address the challenge of extending City water and sewer into unserved portions of the City.

The City is also excited about several projects that over the last year that have or are the transforming from opportunities into realities. New mountain bike trails have been added to those existing at Avalanche Park through a partnership with TOMMBA. A new grant of up to $408,000 from the Michigan Economic Development Corporation is completing the transformation of the Pavilion in Veterans Park from a seasonal to a year round facility with a commercial kitchen and additional covered gathering spaces. A new 6.2 mile non-motorized trail linking Boyne City with Boyne Valley Township, Boyne Mountain, and Boyne Falls is currently under construction. Those entities have partnered with local bikers, the Michigan Department of Transportation, and the Michigan Natural Resources Trust Fund and other to make it possible. Additional non-motorized trail opportunities have been approved for long dormant City owned property in Evangeline Township, again bringing multiple organizations and their resources together to make something happen for the good of the greater community.

As noted in previous reports our recent audits look significantly different than ones before them because of the recent requirements that further pension liabilities be shown directly on our books. The good news is that Boyne City has taken actions to help address this matter well over a decade ago and our 77% funded rate is fairly strong among local governments in the region. On the plus side the City has already received from MERS the funded rate that will be in this report next year and it will be increasing to 83%. However on an annual cost basis pension funding is expected to increase sharply through 2023 to get us through the bubble of retirees under the old program so we cannot ignore or let up on our efforts to control costs in this or other areas of the organization; quite the opposite. Given our reduced unassigned fund balance reserves, we will have to step up our efforts even further to make sure we are using every dollar of available resources as wisely as possible.

Despite reoccurring opinions that the long sustained national and state economic recovery is bound to wear out we continue to experience good growth. There has been continued development and investment occurring over both the commercial and residential portions of the community. New businesses and investments continue to take place downtown, in the business park, and throughout the City. Construction and inquiries regarding new construction continue to come in on the residential, commercial, and industrial segments of the City. A significant challenge is finding enough qualified employees to handle the needs of businesses. What long term impacts the trade wars with other countries, housing and worker shortages will have is yet to be seen and something to try and keep an eye on. Fortunately Boyne City has taken the housing situation seriously for the past few years and is seeing results with major new housing expansions approved and moving toward construction. Much more will need to be done in the years ahead to keep dealing with our housing shortages.

Private developments are building off a stronger overall economy and the investments in infrastructure the City continues to make. As noted above, the City continues to improve its roads

and other infrastructure to continually help make Boyne City a better place to live, visit, and do business.

The results of last year's mid-term elections and some of the ballot issues could have major implications regarding policies coming down from both Washington and Lansing. We now have a new Governor of one part and a legislature of another in Lansing for the first time in 8 years. Some of the gridlock that has been seen in Lansing with divided government is taking place. The Governor's road plan has not made much progress and the disputes over it are spilling over to other segments of the budget. Whether a compromise will be found or whether things will be like this for the remainder of her term are yet to be seen. Lansing's revised policies regarding water system service leads and who is responsible for them is already having economic impacts in terms of increased costs in Boyne City and other communities across the State. If these policy changes from the MDEQ on this matter withstand legal challenges it will be one of, if not, the largest unfunded mandates passed onto local governments in Michigan's history resulting in possibly delayed or canceled projects and/or utility rate increases to cover the additional costs.

On another possible negative front, legislation continues to be mentioned from time to time in Lansing which could have further implications on Tax Increment Financing (TIF) districts like those which fund much of our activities both downtown and in our business park. With libraries now having the ability to opt out of these funding districts it is a constant worry on who may be next. While there might be short-term benefits for taxing jurisdictions to opt out, losing this long-term generator of growth not only in the district but in the entire community would be a long-term loss for all involved. We will be keeping a watchful eye on this possibility for the foreseeable future.

The 2020 Presidential election is already taking shape and while over a year away as this is written, is driving the two major political parties into their campaign modes with little bi-partisan cooperation seemingly possible. It will be interesting to see what the landscape or items coming from Washington look like in the year ahead. What will happen on that front becomes harder to predict as time goes on.

An item that would have been hard to predict just a few years ago, but one that could have huge financial implications for Boyne City and other communities tied to the Great Lakes are the highly increased lake levels. Just a few years ago we and other communities were working on dredging projects to keep our marina's functioning through low water levels. Those problems are long gone as high water levels and rain amounts are threatening shorelines with erosion and even upland areas with flooding or swampy conditions. The high water conditions, which are currently predicted 6 or so inches worse next year, could further endanger public and private properties and infrastructure alike and require the reallocation of priorities and resources to deal with them. While Boyne City has been spared major consequences so far other areas have not been so lucky and could serve as an omen of what may await us.

Despite those areas of concern it remains management's opinion that the City of Boyne City continues to make great progress, remains strong, and is poised for future successes and growth if it continues to nurture its resources wisely.

Contacting the City

This financial report is designed to provide a general overview of the City's finances to its citizens, customers, investors, and creditors and to demonstrate the City's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

The City of Boyne City
319 North Lake Street
Boyne City, MI 49712

Or by contacting Cindy Grice, 231.582.6597 or cgrice@boynecity.com

Basic Financial Statements

City of Boyne City
Statement of Net Position
April 30, 2019

	Primary Government			
	Governmental Activities	**Business-type Activities**	**Total**	**Component Units**
ASSETS				
Current Assets				
Cash and Investments	$ 3,506,979	$ 4,399,663	$ 7,906,642	$ 1,617,144
Due from Other Governmental Units	153,040	33,627	186,667	--
Accounts Receivable	437,125	454,086	891,211	3,266
Inventories	17,159	25,366	42,525	1,868
Prepaid Items	48,260	3,846	52,106	10,549
Total Current Assets	4,162,563	4,916,588	9,079,151	1,632,827
Noncurrent Assets				
Restricted Cash - Bond Reserve	--	374,809	374,809	--
Restricted Cash - Bond Interest	--	40,630	40,630	--
Capital Assets not being Depreciated	4,298,047	--	4,298,047	1,085,686
Capital Assets being Depreciated	17,896,266	10,525,780	28,422,046	3,347,550
Total Noncurrent Assets	22,194,313	10,941,219	33,135,532	4,433,236
Total Assets	26,356,876	15,857,807	42,214,683	6,066,063
DEFERRED OUTFLOWS OF RESOURCES				
Pension	549,037	80,562	629,599	56,634
Total Deferred Outflows of Resources	549,037	80,562	629,599	56,634
LIABILITIES				
Current Liabilities				
Accounts Payable	72,088	5,974	78,062	10,318
Payroll Liabilities	45,320	8,703	54,023	14,771
Current Portion of Compensated Absences	94,365	6,565	100,930	7,989
Customer Deposits	4,160	15,104	19,264	30,451
Accrued Interest	--	6,772	6,772	--
Unearned Revenue	170,128	--	170,128	110
Current Portion of Long-term Debt	265,000	555,000	820,000	--
Total Current Liabilities	651,061	598,118	1,249,179	63,639
Noncurrent Liabilities				
Net OPEB Liability	134,500	--	134,500	--
Long-term Debt	6,321,881	3,193,091	9,514,972	--
Compensated Absences	80,385	5,591	85,976	2,234
Net Pension Liability	1,706,329	250,376	1,956,705	477,961
Total Noncurrent Liabilities	8,243,095	3,449,058	11,692,153	480,195
Total Liabilities	8,894,156	4,047,176	12,941,332	543,834
DEFERRED INFLOWS OF RESOURCES				
Pension	--	--	--	14,720
Total Deferred Inflows of Resources	--	--	--	14,720
NET POSITION				
Net Investment in Capital Assets	15,842,375	6,777,689	22,620,064	4,433,236
Restricted for:				
Streets	274,626	--	274,626	--
Debt Service	--	415,439	415,439	--
Recreation and Culture	93,541	--	93,541	--
Housing Commission	--	--	--	8,166
Capital Improvements	234,943	--	234,943	--
Health and Welfare	169,437	--	169,437	--
Public Safety	300,863	--	300,863	--
Public Works	105,245	--	105,245	--
Unrestricted	990,727	4,698,065	5,688,792	1,122,741
Total Net Position	**$ 18,011,757**	**$ 11,891,193**	**$ 29,902,950**	**$ 5,564,143**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Activities
For the Year Ended April 30, 2019

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expense) Revenue – Primary Government: Governmental Activities	Net (Expense) Revenue – Primary Government: Business-type Activities	Net (Expense) Revenue – Primary Government: Total	Component Units
Primary Government								
Governmental Activities:								
General Government	$ 1,241,932	$ 242,327	$ 21,014	$ --	$ (978,591)	$ --	$ (978,591)	$ --
Public Safety	905,964	285,133	8,463	136,721	(475,647)	--	(475,647)	--
Public Works	2,068,364	564,465	808,918	--	(694,981)	--	(694,981)	--
Community and Economic Development	206,940	55,780	--	2,248,403	2,097,243	--	2,097,243	--
Recreation and Culture	986,176	633,229	15,993	351,774	14,820	--	14,820	--
Other Functions	39,816	--	--	--	(39,816)	--	(39,816)	--
Interest on Long-term Debt	173,978	--	--	--	(173,978)	--	(173,978)	--
Health and Welfare	1,137,767	938,899	--	--	(198,868)	--	(198,868)	--
Legislative	28,314	--	--	--	(28,314)	--	(28,314)	--
Total Governmental Activities	6,789,251	2,719,833	854,388	2,736,898	(478,132)	--	(478,132)	--
Business-type Activities:								
Sewer	1,097,255	1,393,758	365,333	--	--	661,836	661,836	--
Water	553,126	765,260	--	--	--	212,134	212,134	--
Total Business-type Activities	1,650,381	2,159,018	365,333	--	--	873,970	873,970	--
Total Primary Government	$ 8,439,632	$ 4,878,851	$ 1,219,721	$ 2,736,898	$ (478,132)	$ 873,970	$ 395,838	--
Component Units								
Downtown Development Authority	$ 266,298	$ 97,501	$ --	$ --	--	--	--	(168,797)
Local Development Finance Authority	502,681	62,205	--	--	--	--	--	(440,476)
Boyne City Housing Commission 9/30/2018	789,094	303,889	557,315	550	--	--	--	72,660
Total Component Units	$ 1,558,073	$ 463,595	$ 557,315	$ 550	--	--	--	(536,613)
		General Purpose Revenues and Transfers:						
		Revenues						
		Property Taxes			3,536,516	--	3,536,516	432,252
		Interest and Rentals			25,936	1,144	27,080	59
		Intergovernmental Revenues			380,152	--	380,152	--
		Transfers			--	--	--	--
		Total General Revenues and Transfers			3,942,604	1,144	3,943,748	432,311
		Change in Net Position			**3,464,472**	**875,114**	**4,339,586**	**(104,302)**
		Net Position at Beginning of Period (Restated, Note 13)			14,547,285	11,016,079	25,563,364	5,668,445
		Net Position at End of Period			**$ 18,011,757**	**$ 11,891,193**	**$ 29,902,950**	**$ 5,564,143**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Balance Sheet
Governmental Funds
April 30, 2019

	General	Special Revenue Ambulance	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and Investments	$ 2,056,953	$ --	$ 907,655	$ 2,964,608
Due from Other Governmental Units	61,258	--	91,782	153,040
Accounts Receivable	19,124	185,083	232,918	437,125
Inventories	--	--	9,093	9,093
Prepaid Items	36,651	1,398	6,366	44,415
Due from Other Funds	9,450	--	2,351	11,801
Total Assets	**$ 2,183,436**	**$ 186,481**	**$ 1,250,165**	**$ 3,620,082**
LIABILITIES				
Accounts Payable	$ 28,142	$ 5,666	$ 28,146	$ 61,954
Payroll Liabilities	36,828	1,928	6,447	45,203
Customer Deposits	--	--	4,160	4,160
Unearned Revenue	--	--	170,128	170,128
Due to Other Funds	649	9,450	1,702	11,801
Total Liabilities	65,619	17,044	210,583	293,246
FUND BALANCE				
Nonspendable	36,651	1,398	15,459	53,508
Restricted	--	168,039	993,759	1,161,798
Assigned	50,460	--	30,364	80,824
Unassigned	2,030,706	--	--	2,030,706
Total Fund Balance	2,117,817	169,437	1,039,582	3,326,836
Total Liabilities and Fund Balance	**$ 2,183,436**	**$ 186,481**	**$ 1,250,165**	**$ 3,620,082**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position
April 30, 2019

Total Fund Balance - Governmental Funds	$	3,326,836
Net position of internal service funds that are treated as proprietary in the fund level statements are treated as governmental in the entity-wide statements.		1,333,102
General government capital assets of $30,343,145, net of accumulated depreciation of $8,937,903, are not financial resources, and accordingly are not reported in the funds.		21,405,242
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported as liabilities in the funds. This represents outstanding bonds payable, net of premiums and discounts, as of year-end.		(6,586,881)
The City's net OPEB liability, plus OPEB related deferred outflows and inflows of resources related the defined benefit OPEB plan, are not recorded in the governmental funds but are recorded in the statement of net position.		(134,500)
Compensated absences are not due in and payable in the current period, and therefore, are not reported in the funds.		(174,750)
The City's net pension liability, plus pension related deferred outflows and inflows of resources related to its participation in the MERS defined benefit pension plan, are not recorded in the governmental funds but are recorded in the statement of net position.		(1,157,292)
Total Net Position - Governmental Activities	$	**18,011,757**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Funds
For the Year Ended April 30, 2019

		Special Revenue		
	General	**Ambulance**	**Other Governmental Funds**	**Total Governmental Funds**
Revenues				
Property Taxes	$ 2,936,085	$ --	$ 600,428	$ 3,536,513
Licenses and Permits	7,891	--	--	7,891
Intergovernmental Revenues	2,725,711	--	1,204,763	3,930,474
Charges for Services	365,801	907,699	893,891	2,167,391
Fine and Forfeitures	7,084	--	--	7,084
Other Revenues	103,365	--	150	103,515
Interest and Rentals	84,942	--	78,655	163,597
Total Revenues	6,230,879	907,699	2,777,887	9,916,465
Expenditures				
Legislative	28,314	--	--	28,314
General Government	1,277,111	--	--	1,277,111
Public Safety	680,136	--	214,380	894,516
Public Works	69,534	--	1,172,819	1,242,353
Health and Welfare	6,564	1,073,250	--	1,079,814
Community and Economic Development	206,940	--	--	206,940
Recreation and Culture	361,712	--	576,593	938,305
Other Functions	39,816	--	--	39,816
Capital Outlay	3,454,817	--	657,152	4,111,969
Debt Service - Principal	--	--	240,000	240,000
Debt Service - Interest	--	--	182,138	182,138
Total Expenditures	6,124,944	1,073,250	3,043,082	10,241,276
Excess of Revenues Over (Under) Expenditures	105,935	(240,379)	(265,195)	(399,639)
Other Financing Sources (Uses)				
Transfers In	--	92,422	189,153	281,575
Transfers Out	(281,575)	--	--	(281,575)
Net Other Financing Sources (Uses)	(281,575)	92,422	189,153	--
Net Change in Fund Balance	**(175,640)**	**(73,129)**	**(76,042)**	**(324,811)**
Fund Balance at Beginning of Period	2,293,457	242,566	1,115,624	3,651,647
Fund Balance at End of Period	$ **2,117,817**	$ **169,437**	$ **1,039,582**	$ **3,326,836**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Reconciliation of Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance with Statement of Activities
For the Year Ended April 30, 2019

Total Net Change in Fund Balances - Governmental Funds	$	(324,811)
Changes in net position of internal service funds that are treated as enterprise fund changes in net position in the fund level statements are treated as governmental fund changes in net position in the entity-wide statements.		(33,694)
Governmental fund report capital outlay as expenditures; however, in the statement of activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense. This is the amount by which capital outlay expenditures of $4,111,969 is in excess of depreciation expense of $1,026,935.		3,085,034
Changes in the City's net OPEB liability, along with OPEB related deferred outflows and inflows of resources, for the current year are not reported in the governmental funds but are reported in the statement of activities.		(7,648)
Long-term debt payments are reported as financing uses in the governmental funds and thus contribute to the change in fund balance. However, long-term debt payments reduce long-term liabilities on the statement of net position. This represents the amount of long-term debt principal payments made during the year and the annual amortization of the bond premium.		248,160
Change to compensated absences are not shown in the fund financial statements. The net effect of the current year decrease is to increase net position.		91
Changes in the City's net pension liability, along with the pension related deferred outflows and inflows of resources, for the current year are not reported in the governmental funds but are reported in the statement of activities.		497,340
Changes in Net Position - Governmental Activities	$	**3,464,472**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Net Position
Proprietary Funds
April 30, 2019

	Business-type Activities - Enterprise Funds			Governmental Activities
	Sewer	**Water**	**Total Enterprise Funds**	**Internal Service Fund**
ASSETS				
Current Assets				
Cash and Investments	$ 3,397,001	$ 1,002,662	$ 4,399,663	$ 542,371
Due from Other Governmental Units	33,627	--	33,627	--
Accounts Receivable	302,073	152,013	454,086	--
Inventories	4,238	21,128	25,366	8,066
Prepaid Items	2,797	1,049	3,846	3,845
Total Current Assets	3,739,736	1,176,852	4,916,588	554,282
Noncurrent Assets				
Restricted Cash - Bond Reserve	331,809	43,000	374,809	--
Restricted Cash - Bond Interest	35,255	5,375	40,630	--
Capital Assets being Depreciated	8,749,348	1,776,432	10,525,780	789,071
Total Noncurrent Assets	9,116,412	1,824,807	10,941,219	789,071
Total Assets	12,856,148	3,001,659	15,857,807	1,343,353
DEFERRED OUTFLOWS OF RESOURCES				
Pension	40,265	40,297	80,562	--
Total Deferred Outflows of Resources	40,265	40,297	80,562	--
LIABILITIES				
Current Liabilities				
Accounts Payable	5,139	835	5,974	10,134
Payroll Liabilities	4,434	4,269	8,703	117
Current Portion of Compensated Absences	2,619	3,946	6,565	--
Customer Deposits	10,399	4,705	15,104	--
Accrued Interest	5,876	896	6,772	--
Current Portion of Long-term Debt	450,000	105,000	555,000	--
Total Current Liabilities	478,467	119,651	598,118	10,251
Noncurrent Liabilities				
Long-term Debt	2,868,091	325,000	3,193,091	--
Compensated Absences	2,230	3,361	5,591	--
Net Pension Liability	125,139	125,237	250,376	--
Total Noncurrent Liabilities	2,995,460	453,598	3,449,058	--
Total Liabilities	3,473,927	573,249	4,047,176	10,251
NET POSITION				
Net Investment in Capital Assets	5,431,257	1,346,432	6,777,689	789,071
Restricted for:				
Debt Service	367,064	48,375	415,439	--
Unrestricted	3,624,165	1,073,900	4,698,065	544,031
Total Net Position	**$ 9,422,486**	**$ 2,468,707**	**$ 11,891,193**	**$ 1,333,102**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Revenues, Expenses, and Changes in Net Position
Proprietary Funds
For the Year Ended April 30, 2019

	Business-type Activities - Enterprise Funds			Governmental Activities Internal Service Fund
	Sewer	**Water**	**Total Enterprise Funds**	
Operating Revenues				
Charges for Services	$ 1,167,619	$ 765,260	$ 1,932,879	$ 294,302
Other Revenues	--	--	--	9,261
Total Operating Revenues	1,167,619	765,260	1,932,879	303,563
Operating Expenses				
Contractual Services	44,349	43,758	88,107	55,774
Personal	111,518	116,117	227,635	29,169
Supplies	50,645	44,909	95,554	32,691
Utilities	128,643	58,024	186,667	53,852
Repair and Maintenance	66,999	85,145	152,144	44,386
Depreciation Expense	301,556	193,806	495,362	121,386
Total Operating Expenses	703,710	541,759	1,245,469	337,258
Operating Income (Loss)	463,909	223,501	687,410	(33,695)
Non-Operating Revenues (Expenses)				
Interest Income	1,144	--	1,144	1
Grants	365,333	--	365,333	--
Debt Service Charges	226,139	--	226,139	--
Interest Expense	(90,918)	(11,367)	(102,285)	--
Operating Grant Expenses	(302,627)	--	(302,627)	--
Net Non-Operating Revenues (Expenses)	199,071	(11,367)	187,704	1
Change In Net Position	**662,980**	**212,134**	**875,114**	**(33,694)**
Net Position at Beginning of Period	8,759,506	2,256,573	11,016,079	1,366,796
Net Position at End of Period	$ **9,422,486**	$ **2,468,707**	$ **11,891,193**	$ **1,333,102**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Cash Flows
Proprietary Funds
For the Year Ended April 30, 2019

	Business-type Activities - Enterprise Funds			Governmental Activities Internal Service Fund
	Sewer	Water	Total Enterprise Funds	
Cash Flows from Operating Activities				
Cash Received from Customers	$ 1,207,952	$ 754,910	$ 1,962,862	$ 303,563
Cash Payments to Employees for Services and Fringe Benefits	(193,660)	(193,806)	(387,466)	(29,052)
Cash Payments to Suppliers for Goods and Services	(325,539)	(237,910)	(563,449)	(176,091)
Net Cash Provided by Operating Activities	688,753	323,194	1,011,947	98,420
Cash Flows from Non-capital and Related Financing Activities				
Operating Grants Revenue	365,333	-	365,333	-
Operating Grants Expenses	(302,627)	-	(302,627)	-
Total Cash Flows from Non-capital and Related Financing Activities	62,706	-	62,706	-
Cash Flows from Capital and Related Financing Activities				
Debt Service Charges	226,139	-	226,139	-
Interest Expense	(91,697)	(11,575)	(103,272)	-
Principal Payment on Long-term Debt	(440,000)	(100,000)	(540,000)	-
Purchases of Capital Assets	-	(280,676)	(280,676)	(22,191)
Net Cash Used by Capital and Related Financing Activities	(305,558)	(392,251)	(697,809)	(22,191)
Cash Flows from Investing Activities				
Interest on Investments	1,144	-	1,144	1
Net Cash Provided by Investing Activities	1,144	-	1,144	1
Net Increase (Decrease) in Cash and Equivalents	447,045	(69,057)	377,988	76,230
Cash and Equivalents - Beginning of Year	3,317,020	1,120,094	4,437,114	466,141
Cash and Equivalents - End of Year	$ 3,764,065	$ 1,051,037	$ 4,815,102	$ 542,371

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Cash Flows
Proprietary Funds
For the Year Ended April 30, 2019

	Business-type Activities - Enterprise Funds			
	Sewer	**Water**	**Total Enterprise Funds**	**Governmental Activities Internal Service Fund**
Reconciliation of Operating Income (Loss) to Net Cash Provided by Operating Activities				
Operating Income (Loss)	$ 463,909	$ 223,501	$ 687,410	$ (33,695)
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided by Operating Activities				
Depreciation Expense	301,556	193,806	495,362	121,386
Changes in Assets and Liabilities				
Due from Other Governmental Units	(33,627)	-	(33,627)	-
Accounts Receivable	73,885	(10,350)	63,535	-
Inventories	(2,309)	(610)	(2,919)	8,519
Prepaid Items	(149)	(56)	(205)	(204)
Accounts Payable	(32,445)	(5,408)	(37,853)	2,297
Payroll Liabilities	839	1,010	1,849	117
Customer Deposits	75	-	75	-
Net Pension Liability and Pension Related Deferrals	(82,917)	(80,505)	(163,422)	-
Compensated Absences	(64)	1,806	1,742	-
Net Cash Provided by Operating Activities	$ 688,753	$ 323,194	$ 1,011,947	$ 98,420

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Statement of Fiduciary Assets and Liabilities
Fiduciary Funds
April 30, 2019

	Agency
ASSETS	
Cash and Investments	$ 24,000
Total Assets	24,000
LIABILITIES	
Due to Other Governmental Units	24,000
Total Liabilities	$ 24,000

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Combining Statement of Net Position
Component Units
April 30, 2019

	Downtown Development Authority	Local Development Finance Authority	Boyne City Housing Commission 9/30/2018	Total Component Units
ASSETS				
Current Assets				
Cash and Investments	$ 502,640	$ 786,083	$ 328,421	$ 1,617,144
Accounts Receivable	--	--	3,266	3,266
Inventories	--	--	1,868	1,868
Prepaid Items	--	--	10,549	10,549
Total Current Assets	502,640	786,083	344,104	1,632,827
Noncurrent Assets				
Capital Assets not being Depreciated	--	291,419	794,267	1,085,686
Capital Assets being Depreciated	1,517,013	1,425,767	404,770	3,347,550
Total Assets	2,019,653	2,503,269	1,543,141	6,066,063
DEFERRED OUTFLOWS OF RESOURCES				
Pension	5,833	--	50,801	56,634
Total Deferred Outflows of Resources	5,833	--	50,801	56,634
LIABILITIES				
Current Liabilities				
Accounts Payable	1,599	9	8,710	10,318
Payroll Liabilities	1,934	--	12,837	14,771
Current Portion of Compensated Absences	--	--	7,989	7,989
Customer Deposits	--	--	30,451	30,451
Unearned Revenue	--	--	110	110
Total Current Liabilities	3,533	9	60,097	63,639
Noncurrent Liabilities				
Compensated Absences	--	--	2,234	2,234
Net Pension Liability	18,128	--	459,833	477,961
Total Liabilities	21,661	9	522,164	543,834
DEFERRED INFLOWS OF RESOURCES				
Pension	--	--	14,720	14,720
Total Deferred Inflows of Resources	--	--	14,720	14,720
NET POSITION				
Investment in Capital Assets	1,517,013	1,717,186	1,199,037	4,433,236
Restricted for:				
Housing Commission	--	--	8,166	8,166
Unrestricted	486,812	786,074	(150,145)	1,122,741
Total Net Position	**$ 2,003,825**	**$ 2,503,260**	**$ 1,057,058**	**$ 5,564,143**

The Notes to the Financial Statements are an integral part of these Financial Statements

City of Boyne City
Combining Statement of Activities
Component Units
For the Year Ended April 30, 2019

	Downtown Development Authority	Local Development Finance Authority	Boyne City Housing Commission 9/30/2018	Total Component Units
Expenses				
Health and Welfare	$ --	$ --	$ 723,866	$ 723,866
Community and Economic Development	264,898	440,888	--	705,786
Depreciation Expense	1,400	61,793	65,225	128,418
Interest Expense	--	--	3	3
Total Expenses	266,298	502,681	789,094	1,558,073
Program Revenues				
Charges for Services	97,501	62,205	303,889	463,595
Operating Grants and Contributions	--	--	557,315	557,315
Capital Grants and Contributions	--	--	550	550
Total Program Revenues	97,501	62,205	861,754	1,021,460
Net Program Revenues (Expenses)	(168,797)	(440,476)	72,660	(536,613)
General Revenue				
Property Taxes	285,413	146,839	--	432,252
Interest and Rentals	--	--	59	59
Total General Revenues	285,413	146,839	59	432,311
Change in Net Position	**116,616**	**(293,637)**	**72,719**	**(104,302)**
Net Position at Beginning of Period	1,887,209	2,796,897	984,339	5,668,445
Net Position at End of Period	$ **2,003,825**	$ **2,503,260**	$ **1,057,058**	$ **5,564,143**

The Notes to the Financial Statements are an integral part of these Financial Statements

Notes to the Financial Statements

Note 1 - Summary of Significant Accounting Policies

The financial statements of the City of Boyne City (the "City" or "primary government") have been prepared in conformity with generally accepted accounting principles as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial-reporting principles. The more significant of the City's accounting policies are described below.

Reporting Entity

The financial statements of the reporting entity include those of the City and its component units as required by generally accepted accounting principles.

The financial reporting entity consists of the primary government, organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The component units discussed below are included in the City's reporting entity as discretely presented component units because of the significance of their operational or financial relationships with the City. These component units are reported in a separate column to emphasize that they are legally separate from the City. A combining statement of net position and statement of activities for these discretely presented component units are included as part of the basic financial statements.

Discretely Presented Component Units

The ***Downtown Development Authority*** (the "DDA") is reported in a separate column to emphasize that it is legally separate from the City. The members of the governing board of the DDA are appointed by the City Commission. The budgets and expenditures of the DDA must be approved by the City Commission. The City also has the ability to significantly influence operations of the DDA. Complete financial statements for this component unit are not prepared.

The ***Local Development Finance Authority*** (the "LDFA") is reported in a separate column to emphasize that it is legally separate from the City. The members of the governing board of the LDFA are appointed by the City Commission. The budgets and expenditures of the LDFA must be approved by the City Commission. The City also has the ability to significantly influence operations of the LDFA. Complete financial statements for this component unit are not prepared.

The ***Boyne City Housing Commission*** (the "Commission") is reported in a separate column to emphasize that it is legally separate from the City. The members of the governing board of the Commission are appointed by the City Commission. The budgets and expenditures of the Commission must be approved by the City Commission. The City also has the ability to significantly influence operations of the Commission. The Commission has a September 30 year

end. The component unit is audited separately from the City and complete financial statements may be obtained from the Housing Commission's administrative office at 829 South Park Street, Boyne City, Michigan 49712. Accordingly, the City has elected to omit substantially all note disclosures related to the Commission in these financial statements.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities,* which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities,* which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues.*

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting,* as are the proprietary fund and fiduciary fund financial statements, except for agency funds which do not have a measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement* focus and the *modified accrual basis of accounting.* Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period or within one year for expenditure-driven grants. Expenditures generally are recorded when a liability is incurred, as under accrual

accounting. However, debt service and compensated absences expenditures are recorded only when payment is due.

Property taxes, state shared revenues, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the City.

The City of Boyne City reports the following major governmental funds:

The ***general fund*** is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The ***ambulance fund*** accounts for the activity of the ambulance services. Funding is primarily from charges for services.

The City reports the following major proprietary funds:

The ***sewer fund*** accounts for the activities of the City's sewage collection system.

The ***water fund*** accounts for the activities of the City's water distribution system.

Additionally, the government reports the following fund types:

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects.

Debt service funds account for the servicing of long-term debt not being financed by proprietary or nonexpendable trust funds.

Capital projects funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Internal service funds account for shared services and equipment usage provided to the City departments and funds on a cost reimbursement basis. The City's internal service fund accounts for the operations within its motor pool.

Agency funds are custodial in nature and do not present results of operations or have a measurement focus. Agency funds are accounted for using the accrual basis of accounting.

These funds are used to account for asset that the government holds for others in an agency capacity (such as taxes collected for other governments).

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are transactions where the amounts are reasonably equivalent in value to the interfund services provided and other charges between the government's water and sewer function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges for services. Operating expenses for the enterprise funds include depreciation on capital assets, labor, supplies and contracted services. All revenues and expenses are not meeting this definition are reported as nonoperating revenues and expenses.

Budgetary and Budgetary Accounting

Budgets presented in the financial statements were prepared on the same basis as the accounting basis used to reflect actual results. The general fund and special revenue funds are subject to legal budgetary accounting controls and all are budgeted annually. The City follows these procedures in establishing the budgetary data reflected in the financial statements:

1. The City Commission, by resolution, adopts a budget for the next fiscal year no later than the third week in April of each year.

2. Public hearings are conducted to obtain taxpayer comments.

3. The City shall appropriate the money needed for municipal purposes during the next fiscal year of the City and shall provide for a levy of the amount necessary to be raised by taxes upon real and personal property.

4. Budgetary control is exercised at the functional level, which is the level at which expenditures may not legally exceed appropriations. Any revisions that alter the total expenditures of any department or fund (i.e., budget amendments) require approval by the City Commission. Such amendments are made in accordance with the procedures prescribed under Public Act 621 of 1978.

5. The budget and approved appropriations lapse at the end of the fiscal year.

6. The City does not record encumbrances in the accounting records during the year as normal practice and, therefore, no outstanding encumbrances exist at year-end.

Assets, Liabilities, and Fund Equity

Cash and Cash Equivalents

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes and City policy authorize the City to invest in:

- Bonds, securities, other obligations and repurchase agreements of the United States, or an agency or instrumentality of the United States.
- Certificates of deposit, savings accounts, deposit accounts or depository receipts of a qualified financial institution.
- Commercial paper rated at the time of purchase within the two highest classifications established by not less than two standard rating services and that matures not more than 270 days after the date of purchase.
- In United States government or federal agency obligation repurchase agreements.
- Bankers' acceptances of United States banks.
- Mutual funds registered under the Investment Company Act of 1940 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.
- External investment pools as authorized by Public Act 20 as amended through March, 1997.

Restricted Cash

Restricted cash consists of bond reserve and bond interest to maintain the City's debt requirements in the water and sewer funds.

Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year and all other outstanding balances between funds are referred to as "due to/from other funds" (i.e., the current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

All trade receivables are shown net of an allowance for uncollectibles, as applicable. All amounts deemed to be uncollectible are charged against the allowance for doubtful accounts in the period that determination is made.

The ambulance fund receivables are shown net of an allowance for uncollectable accounts. It is composed of expected Medicaid and Medicare write-offs and accounts receivable older than 120 days, which are estimated to be $44,643 as of year-end.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

Inventories

Supply inventories are stated at cost, whereas inventories held for resale are stated at lower of cost or market. Cost is determined by the first-in, first-out method. Inventories are recorded as expenditures when consumed rather than when purchased.

Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., water system and similar items), are reported in the applicable governmental or business-type columns in the government-wide financial statements. Capital assets are defined by the city as assets with an estimated useful life in excess of two years and an initial individual cost of more than $5,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following useful lives:

	Years
Vehicles and Equipment	5 - 20
Furniture and Fixtures	5 - 10
Land Improvements	10 - 40
Public Domain Infrastructure	20
Buildings and Improvements	20 - 50
Water and Sewer Infrastructure	20 - 50

Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused sick and vacation time benefits, subject to certain limitations. All sick and vacation time is accumulated up to a maximum of 720 hours and upon retirement the employee will receive for sick time an amount based on the

number of years of service multiplied by 1.5%. Vacation time will be paid in full. The liability for these amounts is included in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example as a result of employee resignations or retirements.

Long-term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows / Inflows of Resources

In addition to assets and liabilities, the statement of financial position or balance sheet will, when applicable, report separate sections for deferred outflows of resources and deferred inflows of resources. *Deferred outflows of resources*, a separate financial statement element, represents a consumption of net position or fund balance, respectively, that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until that time. *Deferred inflows of resources*, a separate financial statement element, represents an acquisition of net position or fund balance, respectively, that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

These items relate to the City's net pension liability. The net pension liability amounts are related to differences between expected and actual experience, changes in assumptions, differences between projected and actual pension plan investment earnings, and contributions made subsequent to the measurement date. These amounts are deferred and recognized as an outflow or inflow of resources in the period to which they apply.

Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and

proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied.

It is the government's policy to consider restricted net position to have been depleted before unrestricted net position is applied.

Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. Governmental funds report *nonspendable fund balance* for amounts that cannot be spent because they are either: a) not in spendable form or b) legally or contractually required to be maintained intact. *Restricted fund balance* is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws or regulations of other governments. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The *committed fund balance* classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The City Commission is the highest level of decision-making authority for the government that can, by adoption of a resolution or majority vote prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution or majority vote remains in place until a similar action is taken (the adoption of another resolution or majority vote) to remove or revise the limitation.

Amounts in the *assigned fund balance* classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The City Commission is authorized to assign fund balance. The City Commission may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be

taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Unassigned fund balance is the residual classification for the City's general fund and includes all spendable amounts not contained in the other classifications and is therefore available to be spent as determined by the City Commission. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds, the unassigned classification is used only to report a deficit.

Property Tax Revenue Recognition

The City property tax is levied on July 1 on the taxable valuation of property located in the City as of the preceding December 31. The billings are due on or before August 31, after which time the bill becomes delinquent and penalties and interest may be assessed by the City; as of March 1 of the succeeding year, unpaid real property taxes are sold to and collected by Charlevoix County.

It is the City's policy to recognize revenues in the current year when they are levied and made available for the financing of City operations. The City considers property taxes levied on July 1 to be revenues of the current period.

Pension

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Municipal Employees Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Other Postemployment Benefits

The City records a net OPEB liability for the difference between the total OPEB liability calculated by the actuary and the OPEB plan's fiduciary net position. For the purpose of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's Retiree Health Care Plan and additions to/deductions from the OPEB plan's fiduciary net position have been determined on the same basis as they are reported by the OPEB plan. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms.

Use of Estimates

The process of preparing financial statements in conformity with generally accepted accounting principles requires the use of estimates and assumptions regarding certain types of assets,

liabilities, revenues, and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

Subsequent Events

Subsequent events have been evaluated through October 25, 2019, the date the financial statements were available to be issued. Management is not aware of any subsequent events that would have a significant impact on the financial condition of the City.

Note 2 - Compliance

Excess of Expenditures Over Budget

P.A. 621 of 1978, as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated. The City incurred the following expenditures in certain budgetary funds which were in excess of the amounts appropriated during the year ended April 30, 2019.

	Final Budget	Actual	Variance Final to Actual
General Fund			
Legislative Services	$ 25,168	$ 28,314	$ (3,146)
General Services	731,586	735,337	(3,751)
Planning	188,642	203,330	(14,688)
Housing	-	3,610	(3,610)
Capital Outlay	3,450,892	3,454,817	(3,925)
Boyne Thunder			
Recreation and Culture	404,046	422,084	(18,038)

Note 3 - Cash and Cash Equivalents

Following is a reconciliation of deposit balances as of April 30, 2019:

	Primary Government	Component Units	Totals
Statement of Net Position			
Cash and Investments	$ 7,906,642	$ 1,617,144	$ 9,523,786
Restricted Cash	415,439	-	415,439
Statement of Fiduciary Net Position			
Cash and Investments	24,000	-	24,000
Total Deposits and Investments	8,346,081	1,617,144	9,963,225
Less Component Units Separately Audited			
Boyne City Housing Commission	-	(328,421)	(328,421)
Deposits Managed by the City Treasurer	$ 8,346,081	$ 1,288,723	$ 9,634,804

Deposits and Investments	
Checking and Savings Accounts	$ 8,105,025
Certificates of Deposit	1,529,379
Cash on Hand	400
Total	$ 9,634,804

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that, in the event of a bank failure, the City's deposits might not be returned. State law does not require and the City does not have a policy for deposit custodial credit risk. As of year-end, $7,942,016 of the City's bank balance of $9,692,016 was exposed to custodial credit risk because it was uninsured and uncollateralized. Due to the dollar amounts of cash deposits and the limits of FDIC insurance, the City believes it is impractical to insure all bank deposits. As a result, the City evaluates each financial institution with which it deposits City funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

Credit Risk. State law limits investments to specific government securities, certificates of deposits and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of specific financial institutions, qualified mutual funds and qualified external investment pools as identified in the list of authorized investments in the summary of significant accounting policies. The City's investment policy does not have specific limits in excess of state law on investment credit risk.

Interest Rate Risk. Interest rate risk is the risk that the market rate of securities in the portfolio will fall due to changes in market interest rates. State law limits the allowable investments and the maturities of some of the allowable investments as identified in the summary of significant

accounting policies. The City's investment policy does not have specific limits in excess of state law on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. All certificates of deposits of $1,529,379 are due within one year.

Note 4 - Capital Assets

Capital asset activity for governmental activities during the year was as follows:

Governmental Activities	April 30, 2018	Additions	Reductions	April 30, 2019
Capital Assets not Being Depreciated				
Land	$ 1,007,117	$ 3,290,930	$ -	$ 4,298,047
Capital Assets Being Depreciated				
Land Improvements	1,845,022	-	-	1,845,022
Infrastructure	9,609,965	453,338	-	10,063,303
Buildings and Improvements	11,045,477	10,317	-	11,055,794
Vehicles and Equipment	2,608,491	185,660	-	2,794,151
Furniture and Fixtures	115,104	171,724	-	286,828
Total Capital Assets Being Depreciated	25,224,059	821,039	-	26,045,098
Less Accumulated Depreciation				
Land Improvements	1,335,175	44,886	-	1,380,061
Infrastructure	3,559,739	574,103	-	4,133,842
Buildings and Improvements	1,181,072	274,535	-	1,455,607
Vehicles and Equipment	1,728,916	130,591	-	1,859,507
Furniture and Fixtures	106,066	2,820	-	108,886
Total Accumulated Depreciation	7,910,968	1,026,935	-	8,937,903
Total Capital Assets Being Depreciated, Net	17,313,091	(205,896)	-	17,107,195
Internal Service Fund				
Motor Pool Assets	888,266	(99,195)	-	789,071
Total Capital Assets, Governmental Activities	$ 19,208,474	$ 2,985,839	$ -	$ 22,194,313

Internal Service Fund	April 30, 2018	Additions	Reductions	April 30, 2019
Capital Assets Being Depreciated				
Buildings and Improvements	$ 552,600	$ -	$ -	$ 552,600
Vehicles and Equipment	1,515,302	22,191	-	1,537,493
Total Capital Assets Being Depreciated	2,067,902	22,191	-	2,090,093
Less Accumulated Depreciation				
Buildings and Improvements	33,386	13,815	-	47,201
Vehicles and Equipment	1,146,250	107,571	-	1,253,821
Total Accumulated Depreciation	1,179,636	121,386	-	1,301,022
Total Capital Assets, ISF	$ 888,266	$ (99,195)	$ -	$ 789,071

Capital asset activity for business-type activities during the year was as follows:

Business-type Activities	April 30, 2018	Additions	Reductions	April 30, 2019
Capital Assets Being Depreciated				
Water System	$ 7,029,845	$ 270,721	$ -	$ 7,300,566
Sewer System	13,437,266	-	-	13,437,266
Vehicles and Equipment	490,328	9,955	-	500,283
Total Capital Assets Being Depreciated	20,957,439	280,676	-	21,238,115
Less Accumulated Depreciation				
Water System	5,364,362	188,891	-	5,553,253
Sewer System	4,499,021	273,409	-	4,772,430
Vehicles and Equipment	353,590	33,062	-	386,652
Total Accumulated Depreciation	10,216,973	495,362	-	10,712,335
Total Capital Assets, Business-type Activities	$ 10,740,466	$ (214,686)	$ -	$ 10,525,780

Capital asset activity for the DDA and LDFA (component units) during the year was as follows:

Downtown Development Authority	April 30, 2018	Additions	Reductions	April 30, 2019
Capital Assets Being Depreciated				
Infrastructure	$ 2,858,193	$ -	$ -	$ 2,858,193
Less Accumulated Depreciation				
Infrastructure	1,339,780	1,400	-	1,341,180
Total Capital Assets, DDA	$ 1,518,413	$ (1,400)	$ -	$ 1,517,013

Local Development Finance Authority	April 30, 2018	Additions	Reductions	April 30, 2019
Capital Assets not Being Depreciated				
Land	$ 291,419	$ -	$ -	$ 291,419
Capital Assets Being Depreciated				
Infrastructure	2,390,812	-	-	2,390,812
Less Accumulated Depreciation				
Infrastructure	903,252	61,793	-	965,045
Capital Assets Being Depreciated, Net	1,487,560	(61,793)	-	1,425,767
Total Capital Assets, LDFA	$ 1,778,979	$ (61,793)	$ -	$ 1,717,186

Additional information about the Boyne City Housing Commission's (a component unit) capital asset activity can be found in its separately issued financial statements.

Depreciation expense was charged to governmental functions of the City as follows:

Governmental Activities		
General Government	$	219,345
Public Safety		72,422
Public Works		617,129
Health and Welfare		63,960
Recreation and Culture		54,079
Depreciation Charged to the Internal Service Fund		121,386
Total Governmental Activities	$	1,148,321
Business-type Activities		
Sewer Fund	$	301,556
Water Fund		193,806
Total Business-type Activities	$	495,362
Component Units		
Downtown Development Authority	$	1,400
Local Development Finance Authority		61,793
Total Component Units	$	63,193

Note 5 - Interfund Balances & Interfund Transfers

As of April 30, 2019, the interfund balances were as follows:

Receivable Fund	Payable Fund	Amount
Local Streets	Major Streets	$ 1,702
Airport	General Fund	649
General Fund	Ambulance Fund	9,450

Interfund balances resulted primarily from the time lag between the dates that: 1) interfund goods and services are provided or reimbursable expenditures occur, 2) transactions are recorded in the accounting system, and 3) payments between funds are made.

Interfund transfers are used to: 1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; 2) move receipts restricted to or allowed for debt service from the funds collecting the receipts to the debt service fund as debt service payments become due; and 3) use unrestricted revenues collected to finance various programs accounted for in other funds in accordance with budgetary authorizations.

The following transfers occurred between funds of the City for the current year:

Transfer In	Transfer Out	Amount
Ambulance Fund	General Fund	$ 92,422
Local Streets	General Fund	189,153

Note 6 - Long-term Debt

The following is a summary of long-term debt activity of the City for the year ended April 30, 2019:

Governmental Activities	Balance at April 30, 2018	Additions	Deletions	Balance at April 30, 2019	Due Within One Year
Series 2016, $7,000,000 unlimited tax general obligation bonds, used for construction of new City hall, maturing serially in 2036 with annual installments ranging from $100,000 to $500,000 and bearing interest at rates of 2.00% to 3.25%	$ 6,680,000	$ -	$ (240,000)	$ 6,440,000	$ 265,000
Bond Premium	155,041	-	(8,160)	146,881	-
Compensated Absences	174,841	153,602	(153,693)	174,750	94,365
Total Governmental Activities	$ 7,009,882	153,602	$ (401,853)	$ 6,761,631	$ 359,365

Business-type Activities	Balance at April 30, 2018	Additions	Deletions	Balance at April 30, 2019	Due Within One Year
Series 2003, $1,785,000 water supply and sewage disposal system revenue bonds, maturing serially in 2023 with annual installments ranging from $70,000 to $110,000 and bearing interest at 2.50%	$ 530,000	$ -	$ (100,000)	$ 430,000	$ 105,000
Series 2004, $8,363,091 water supply and sewage disposal system revenue bonds, maturing serially in 2026 with annual installments ranging from $340,000 to $510,000 and bearing interest at 2.13%	3,758,091	-	(440,000)	3,318,091	450,000
Compensated Absences	10,414	11,617	(9,875)	12,156	6,564
Total Business-type Activities	$ 4,298,505	$ 11,617	$ (549,875)	$ 3,760,247	$ 561,564

Compensated absences will be paid from the general fund. Boyne Mountain reimburses the wastewater fund for 43.5% of the Series 2004 Water Supply & Sewage Disposal System Revenue Bonds debt service payments.

Annual debt service requirements, exclusive of compensated absences, to maturity are as follows:

Year Ending	Governmental Activities			Business-type Activities		
April 30	Principal	Interest	Total	Principal	Interest	Total
2020	$ 265,000	$ 173,688	$ 438,688	$ 555,000	$ 81,259	$ 636,259
2021	280,000	168,238	448,238	565,000	69,072	634,072
2022	290,000	162,538	452,538	580,000	56,672	636,672
2023	300,000	156,638	456,638	585,000	43,934	628,934
2024	315,000	150,094	465,094	485,000	31,091	516,091
2025-2029	1,785,000	623,438	2,408,438	978,091	30,944	1,009,035
2030-2034	2,205,000	330,450	2,535,450	-	-	-
2035-2036	1,000,000	32,188	1,032,188	-	-	-
Totals	$ 6,440,000	$ 1,797,269	$ 8,237,269	$ 3,748,091	$ 312,972	$ 4,061,063

Additional information about the Boyne City Housing Commission's (a component unit) long-term debt activity can be found in its separately issued financial statements.

Note 7 - Defined Benefit Pension Plan

Plan Description

The employer's defined benefit pension plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at www.mersofmich.com.

Retirement benefits for employees are calculated as follows:

Division	Benefit Multiplier	Benefit Maximum	Final Average Compensation (Years)	Normal Retirement Age	Unreduced Benefit (Age/Years of Service)	Reduced Benefit (Age/Years of Service)	Vesting (Years)
General - Closed	2.50%	80%	5	60	55/25	50/25 or 55/15	10
Police / Fire - Closed	2.50%	80%	5	60	50/25	55/15	10
AFSCME - Closed	2.50%	80%	5	60	55/25	50/25 or 55/15	10

Employees Covered by Benefit Terms

At the December 31, 2018 valuation date, the following employees were covered by the benefit terms:

Inactive plan members or beneficiaries currently receiving benefits	38
Inactive plan members entitled to but not yet receiving benefits	6
Active plan members	9
Total employees covered by MERS	53

Contributions

The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended April 30, 2019, the City had the following contribution rates:

Division	Employee Contributions	Employer Contributions
General - Closed	4.70%	$16,239 / month
Police / Fire - Closed	4.70%	$784 / month
AFSCME - Closed	4.70%	$15,743 / month

Net Pension Liability

The net pension liability reported at April 30, 2019 was determined using a measure of the total pension liability and the pension net position as of December 31, 2018. The December 31, 2018 total pension liability was determined by an actuarial valuation performed as of December 31, 2018.

Actuarial Assumptions

The total pension liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.75% in the long-term
Investment rate of return	7.75%, net of investment expense, including inflation

Although no specific price inflation assumptions are needed for the valuation, the 3.75% long-term wage inflation assumption would be consistent with a price inflation of 3%-4%.

Mortality rates used were based on the RP-2014 Group Annuity Mortality Table of a 50% Male and 50% Female blend.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study of 2009-2013.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Target Allocation Gross Rate of Return	Long-term Expected Gross Rate of Return	Inflation Assumption	Long-term Expected Real Rate of Return
Global equity	55.50%	8.65%	4.80%	2.50%	3.42%
Global fixed income	18.50%	3.76%	0.70%	2.50%	0.23%
Real assets	13.50%	9.72%	1.31%	2.50%	0.97%
Diversifying strategies	12.50%	7.50%	0.94%	2.50%	0.63%
	100.00%		7.75%		5.25%

Discount Rate

The discount rate used to measure the total pension liability is 8.0%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the net pension liability during the measurement year were as follows:

	Increase (Decrease)		
Changes in Net Pension Liability	Total Pension Liability	Plan Net Position	Net Pension Liability
Balance at December 31, 2017	$ 9,158,150	$ 7,124,757	$ 2,033,393
Service cost	70,642	-	70,642
Interest	710,451	-	710,451
Difference between expected and actual experience	(705,007)	-	(705,007)
Contributions - Employer	-	391,102	(391,102)
Contributions - Employee	-	32,254	(32,254)
Net investment loss	-	(275,021)	275,021
Benefit payments, including refunds	(625,689)	(625,689)	-
Administrative expenses	-	(13,689)	13,689
Net changes	(549,603)	(491,043)	(58,560)
Balance at December 31, 2018	$ 8,608,547	$ 6,633,714	$ 1,974,833

The net pension liability was allocated to governmental activities ($1,706,329), business-type activities ($250,376), and the Downtown Development Authority (component unit, $18,128).

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate of 8.00 percent, as well as what the City's net pension liability would be if it were calculated using a discount rate that is one percentage point lower (7.00 percent) or one percentage point higher (9.00 percent) than the current rate.

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Net pension liability of the City	$ 2,826,507	$ 1,974,833	$ 1,245,151

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses.

Pension Expense and Deferred Outflows of Resources Related to Pensions

For the year ended April 30, 2019 the City recognized pension expense of $666,293.

The City reported deferred outflows of resources related to pensions from the following sources:

Source	Deferred Outflows of Resources
Excess (deficit) investment returns	$ 504,368
* Employer contributions to the plan subsequent to the measurement date	131,064
Total	$ 635,432

*The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability for the year ending April 30, 2020.

The deferred outflows were allocated to governmental activities ($549,037), business-type activities ($80,562), and the Downtown Development Authority (component unit, $5,833).

Amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

Years Ending April 30	Amount
2020	$ 180,563
2021	57,527
2022	99,006
2023	167,272

Additional information about the Boyne City Housing Commission's (a separately audited component unit) defined benefit pension plan can be found in its separately issued financial statements.

Defined Contribution Plans

The City provides two defined contribution pension plans, which provide pension benefits to qualified employees. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The City's contribution for employees eligible to participate in the plans vests based on year of service with 100% vesting occurring after 7 years of service. The City and participants contribute a percentage of participant salary to the plans based on the participant's position with the City. City contributions to the 401A plan are 8% of salary. City contributions to the 457B plan range from 1% to 10% of salary. City contributions were $87,813 and $26,773, respectively, and participant contributions were $48,825 to the plans. The plan provisions and contribution amounts were established by the City Commission and may be amended by the Commission. The plans are administered as noted above.

Note 8 - Postemployment Health Care Benefits

Plan Description

The City administers a single-employer defined benefit healthcare plan (the "Plan"). In addition to the retirement benefits described in Note 7, the Plan provides health insurance benefits to certain retirees and their beneficiaries, which are advance-funded on a discretionary basis. The plan has no assets accumulated in a GASB-compliant trust. In accordance with City policy, certain individuals and their beneficiaries receive medical, dental, prescription, and eyeglass coverage for varying periods of timing, depending on bargaining unit and years of service. The plan does not issue a publicly available financial report.

Benefits Provided and Contributions

The Plan was established and is being funded under the authority of the City and is closed to employees hired subsequent to January 1, 2014. The plan's funding policy is that the employer will

contribute discretionary amounts if able in subsequent years not to exceed a fixed annual benefit based on years of service. There are no long-term contracts for contributions to the plan. The plan has no legally required reserves.

Membership of the Plan consisted of the following at the date of the latest actuarial valuation (April 30, 2019):

Inactive plan members or beneficiaries currently receiving benefits	8
Inactive plan members entitled to but not yet receiving benefits	0
Active plan members	16
Total employees covered by the Plan	24

Methods and Assumptions

The total OPEB liability was determined by an actuarial valuation as of April 30, 2019 and a measurement date of April 30, 2019 and the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	N/A
Salary increases	2.50%
Investment rate of return	N/A
Discount rate	2.63%
Mortality	RPH-2016 Total dataset
	Mortality table fully generational using scale MP-2016

Discount Rate

The discount rate used to measure the total OPEB liability was 2.63%. Based on those assumptions, the retirement plan's fiduciary net position was not projected to be sufficient to make all projected future benefit payments of current plan members past 2019. For projected benefits that are covered by projected assets, the long-term expected rate was used to discount the projected benefits. From the year that benefit payments were not projected to be covered by the projected assets (the "depletion date"), projected benefits were discounted at a discount rate reflecting a 20-year AA/Aa tax-exempt municipal bond yield. A single equivalent discount rate that yields the same present value of benefits is calculated. This discount rate is used to determine the Total OPEB Liability. April 30, 2019 is the first year of required compliance with GASB 75. The discount used to develop the beginning of year liability was 2.63% - the bond rate in effect at that time.

Changes in the net OPEB liability during the measurement year were as follows:

	Increase (Decrease)		
Changes in Net OPEB Liability	Total OPEB Liability	Plan Net Position	OPEB Liability
Balance at April 30, 2018	$ 126,852	$ -	$ 126,852
Service cost	4,199	-	4,199
Interest	3,449	-	3,449
Net changes	7,648	-	7,648
Balance at April 30, 2019	$ 134,500	$ -	$ 134,500

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the employer, calculated using the discount rate of 2.63 percent, as well as what the employer's net OPEB liability would be using a discount rate that is 1 percentage point lower or higher than the current rate:

	1% Decrease (1.63%)	Discount Rate (2.63%)	1% Increase (3.63%)
Net OPEB Liability	$ 144,247	$ 134,500	$ 126,057

No sensitivity schedule is provided for trend rates given that the benefit is fixed under the terms of the plan.

Pension Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended April 30, 2019 the City recognized OPEB expense of $7,649.

The City reported no deferred outflows or inflows related to its OPEB plan as of April 30, 2019.

Note 9 - Risk Management

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The risks of loss arising from general liability, property and casualty, and workers' compensation are managed through purchased commercial insurance. Claims have not exceeded annual premiums during any of the prior three fiscal years.

Note 10 - Tax Abatement Disclosure

Industrial property tax abatements are granted in the State of Michigan under Public Act 198, as amended, to promote economic development, creation of jobs, and new or improvement facilities. The industrial facilities tax (IFT) exemption must be approved by both the City (after a public

hearing is held) and the State of Michigan. IFT exemptions can cover real and/or personal property. By State law, the exemption must be applied for no later than six months after commencement of the project, and must be accompanied by a written agreement between the taxpayer and the City. An exemption allows for taxation on IFT property at 50% of the local property tax millage rate for a period of 1 to 12 years. Accordingly, such agreements meet the criteria of "tax abatements" under GASB Statement No. 77. For the year ended April 30, 2019, the City's property taxes were reduced by $35,289 under this program.

Note 11 - Net Investment of Capital Assets

The following is a reconciliation of the City's net investment in capital assets:

	Governmental Activities	Internal Service Fund	Business-type Activities
Total Capital Assets as of April 30, 2019	$ 22,194,313	$ 789,071	$ 10,525,780
Plus: Unspent bond proceeds	234,943	-	-
Less: Outstanding capital-related debt as of year-end	(6,586,881)	-	(3,748,091)
Net Investment in Capital Assets as of April 30, 2019	$ 15,842,375	$ 789,071	$ 6,777,689

Note 12 - Fund Balances - Governmental Funds

The City reports fund balance in governmental funds based on the provisions of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions.* GASB 54 establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds.

	General Fund	Ambulance	Nonmajor Funds	Total
Nonspendable				
Prepaid Items	$ 36,651	$ 1,398	$ 6,366	$ 44,415
Inventories	-	-	9,093	9,093
Total Nonspendable	36,651	1,398	15,459	53,508
Restricted for:				
Streets	-	-	273,578	273,578
Capital Improvements	-	-	234,943	234,943
Health and Welfare	-	168,039	-	168,039
Recreation and Culture	-	-	93,191	93,191
Public Safety	-	-	297,018	297,018
Public Works	-	-	95,029	95,029
	-	168,039	993,759	1,161,798
Assigned for:				
Creative Playground	14,193	-	-	14,193
Farmers Market	36,177	-	-	36,177
Rubbish	90	-	-	90
Debt Service	-	-	30,364	30,364
Total Assigned	50,460	-	30,364	80,824
Unassigned	2,030,706	-	-	2,030,706
Total Fund Balances - Governmental Funds	$ 2,117,817	$ 169,437	$ 1,039,582	$ 3,326,836

Note 13 - Adoption of GASB Statement No. 75

During the current year, the City adopted GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. As a result, the government-wide statements reported an increase in net OPEB liability of $29,316 as of April 30, 2018. Recording the net OPEB liability corresponded with a decrease in net position of the same amount.

The following table shows the changes described above and includes the adjustments of net position indicated above:

	Governmental Activities
Net Position - April 30, 2018, as previously reported	
As previously reported, including reclassification	$ 14,576,601
Adoption of GASB Statement No. 75	(29,316)
Net Position - April 30, 2018 - as restated	$ 14,547,285

Required Supplementary Information

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
General Fund
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	**Final**	**Actual**	**Final to Actual**
Revenues				
Property Tax Revenues	$ 2,870,530	$ 2,933,527	$ 2,936,085	$ 2,558
Licenses and Permits	7,200	7,880	7,891	11
Intergovernmental Revenues	483,687	2,656,521	2,725,711	69,190
Charges for Services	367,470	363,819	365,801	1,982
Fines and Forfeitures	5,200	6,800	7,084	284
Other Revenues	74,307	108,066	103,365	(4,701)
Interest	79,100	79,200	84,942	5,742
Total Revenues	3,887,494	6,155,813	6,230,879	75,066
Expenditures				
Legislative Services	23,575	25,168	28,314	(3,146)
General Government				
General Services	723,301	731,586	735,337	(3,751)
Elections	2,750	3,558	3,558	--
Accounting / Audit	13,800	14,170	14,170	--
Assessment / Taxes	68,750	69,929	64,897	5,032
Legal	60,000	31,000	21,518	9,482
Public Buildings	212,440	259,825	256,116	3,709
Other General Government	120,000	140,569	125,267	15,302
Cemetery	94,205	57,625	56,248	1,377
Total General Government	1,295,246	1,308,262	1,277,111	31,151
Public Safety				
Police Department	763,069	683,194	680,136	3,058
Public Works				
Rubbish Collection	56,000	62,065	62,075	(10)
Sidewalk Construction	15,500	7,460	7,459	1
Total Public Works	71,500	69,525	69,534	(9)
Health and Welfare				
Environmental	2,035	6,564	6,564	--
Community and Economic Development				
Planning	196,681	188,642	203,330	(14,688)
Housing	--	--	3,610	(3,610)
Total Community and Economic Development	196,681	188,642	206,940	(18,298)
Recreation and Culture				
Parks and Recreation	399,823	439,287	361,712	77,575
Other Functions				
Contingency	37,767	41,706	39,816	1,890
Capital Outlay	340,500	3,450,892	3,454,817	(3,925)
Total Expenditures	3,130,196	6,213,240	6,124,944	88,296
Other Financing Uses				
Transfers Out	1,018,397	391,761	281,575	110,186
Total Expenditures and Other Financing Uses	4,148,593	6,605,001	6,406,519	198,482
Excess (Deficiency) of Revenues Over Expenditures and Other Uses	(261,099)	(449,188)	(175,640)	273,548
Net Change in Fund Balance	**(261,099)**	**(449,188)**	**(175,640)**	**273,548**
Fund Balance at Beginning of Period	2,293,457	2,293,457	2,293,457	--
Fund Balance at End of Period	$ **2,032,358**	$ **1,844,269**	$ **2,117,817**	$ **273,548**

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Ambulance
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	**Final**	**Actual**	**Final to Actual**
Revenues				
Charges for Services	$ 922,208	$ 891,924	$ 907,699	$ 15,775
Total Revenues	922,208	891,924	907,699	15,775
Other Financing Sources				
Transfers In	79,500	100,000	92,422	(7,578)
Total Revenues and Other Financing Sources	1,001,708	991,924	1,000,121	8,197
Expenditures				
Health and Welfare	992,959	1,090,563	1,073,250	17,313
Total Expenditures	992,959	1,090,563	1,073,250	17,313
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	8,749	(98,639)	(73,129)	25,510
Net Change in Fund Balance	**8,749**	**(98,639)**	**(73,129)**	**25,510**
Fund Balance at Beginning of Period	242,566	242,566	242,566	--
Fund Balance at End of Period	$ **251,315**	$ **143,927**	$ **169,437**	$ **25,510**

City of Boyne City
Required Supplementary Information
Schedule of Changes in Net Pension Liability and Related Ratios
Last Four Calendar Years (Schedule is built prospectively upon implementation of GASB 68)

	2018	2017	2016	2015
Total Pension Liability				
Service Cost	$ 70,642	$ 78,862	$ 92,362	$ 106,3
Interest	710,451	690,248	738,755	679,5
Differences Between Expected & Actual Experience	(705,007)	100,310	(855,523)	340,2
Changes in Assumptions	-	-	-	400,4
Benefit Payments, Including Refunds	(625,689)	(599,957)	(550,319)	(492,9
Net Change in Pension Liability	(549,603)	269,463	(574,725)	1,033,6
Total Pension Liability - Beginning	9,158,150	8,888,687	9,463,412	8,429,7
Total Pension Liability - Ending (a)	$ 8,608,547	$ 9,158,150	$ 8,888,687	$ 9,463,4
Plan Fiduciary Net Position				
Contributions - Employer	$ 391,102	$ 344,461	$ 252,664	$ 222,9
Contributions - Member	32,254	36,315	40,067	46,4
Net Investment Income (Loss)	(275,021)	852,428	683,914	(94,9
Benefit Payments, Including Refunds	(625,689)	(599,957)	(550,319)	(492,9
Administrative Expenses	(13,689)	(13,505)	(13,509)	(13,9
Net Change in Plan Fiduciary Net Position	(491,043)	619,742	412,817	(332,4
Plan Fiduciary Net Position - Beginning	7,124,757	6,505,015	6,092,198	6,424,6
Plan Fiduciary Net Position - Ending (b)	$ 6,633,714	$ 7,124,757	$ 6,505,015	$ 6,092,1
Net Pension Liability - Ending (a) - (b)	$ 1,974,833	$ 2,033,393	$ 2,383,672	$ 3,371,2
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	77.06%	77.80%	73.18%	64.3
Covered Payroll	$ 611,162	$ 678,579	$ 809,970	$ 951,3
Net Pension Liability as a Percentage of Covered Payroll	323.13%	299.65%	294.29%	354.3

Per GASB No. 68, the required supplementary information should include 10 year fiscal history built prospectively; historical information prior to implementation of GASB No. 68 is not available.

City of Boyne City
Required Supplementary Information
Schedule of Contributions
Last 10 Fiscal Years

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
Actuarially Determined Contribution	$ 391,102	$ 344,461	$ 252,664	$ 222,915	$ 213,415	$ 214,402	$ 184,824	$ 185,936	$ 168,714	$ 153,450
Contributions in Relation to the Actuarially Determined Contribution	391,102	344,461	252,664	222,915	213,415	214,402	184,824	185,936	168,714	153,450
Contribution Deficiency (Excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Covered Payroll	611,162	643,596	792,969	935,370	1,003,608	971,917	965,300	931,311	1,110,967	1,122,292
Contributions as a Percentage of Covered Payroll	64%	54%	31%	23%	21%	22%	19%	20%	15%	14%

Notes

Valuation Date

Actuarially determined contribution amounts are calculated as of December 31 each year, which is 16 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates

Actuarial cost method	Entry-age Normal
Amortization method	Level percentage of pay
Remaining amortization period	4 - 14 years, division specific
Asset valuation method	10-year smoothed
Inflation	2.50%
Salary increases	3.75% in the long-term
Investment rate of return	7.75%, net of investment expense, including inflation
Retirement age	Experience-based tables of rates that are specific to the type of eligibility condition
Mortality	RP-2014 Group Annuity Table of a 50% male and 50% female blend

City of Boyne City
Required Supplementary Information
Schedule of Changes in Net OPEB Liability and Related Ratios
Last Fiscal Year

		2019
Total OPEB Liability		
Service Cost	$	4,199
Interest		3,449
Net Change in total OPEB Liability		7,648
Total OPEB Liability - Beginning		126,852
Total OPEB Liability - Ending (a)	$	134,500
Plan Fiduciary Net Position		
Contributions/Benefit Payments Made from General Operating Funds	$	-
Benefit Payments, Including Refunds		-
Net Change in Plan Fiduciary Net Position		-
Plan Fiduciary Net Position - Beginning		-
Plan Fiduciary Net Position - Ending (b)	$	-
Net OPEB Liability - Ending (a) - (b)	$	134,500
Plan Fiduciary Net Position as a Percentage of Total OPEB Liability		0.00%
Covered Employee Payroll		N/A
Net OPEB Liability as a Percentage of Covered Employee Payroll		N/A

** Built prospectively upon implementation of GASB 75*

City of Boyne City
Required Supplementary Information
Schedule of Contributions - OPEB
Last Fiscal Year

	2019
Actuarially Determined Contribution	$ 8,683
Contributions in Relation to the Actuarially Determined Contribution	-
Contribution Deficiency (Excess)	$ 8,683
Covered Payroll	N/A
Contributions as a Percentage of Covered Payroll	N/A

Notes

Valuation Date: April 30, 2019

Methods and assumptions used to determine contribution rates

Actuarial cost method	Entry Age Normal
Amortization method	Average Future Service
Remaining amortization period	N/A
Asset valuation method	N/A
Inflation	N/A
Salary increases	2.50%
Investment rate of return	N/A
Retirement Age	59
Mortality	MP-2016

Combining and Individual Fund Statements and Schedules

SPECIAL REVENUE FUNDS

Major Streets Fund - is used to account for the receipt and expenditures of state shared gas and weight taxes under Act 51, P.A. 1951 as amended which are for use on major streets. Gas and weight taxes are distributed to cities and villages in Michigan on the basis of population and the number of miles of streets.

Local Streets Fund - This fund is used to account for the receipt and expenditures of state shared gas and weight taxes under Act 51, P.A. 1951 as amended which are for use on local streets within the City. Gas and weight taxes are distributed to cities and villages in Michigan on the basis of population and the number of miles of streets.

Fire Fund - This fund records the financial activities of running the fire department. Revenues from charges for services, along with transfers in from the general fund, finance these activities.

Boyne Thunder Fund - This fund records the financial activities of running the annual Boyne Thunder event. Revenues from charges for event registration finance these activities.

Marina Fund - This fund records the financial activities of running the City Marina. Revenues from charges for services finance these activities.

Airport Fund - This fund records the financial activities of running the City Airport. Revenues from charges for services and hangar rentals finance these activities.

DEBT SERVICE FUND

City Facilities Debt Fund - This fund is used to account for resources collected from the various departments / funds benefiting from the new city facilities and the expenditures of the funds for payments of principal and interest on the underlying bonds payable used to finance the construction of the city facilities.

CAPITAL PROJECTS FUND

City Facilities Construction Fund - This fund records the financial activities of capital projects related to the city facilities. Revenues from interest and rentals, along with transfers in from the general fund, finance those activities.

City of Boyne City
Combining Balance Sheet
Nonmajor Governmental Funds
April 30, 2019

	Special Revenue						Debt Service	Capital Projects	
	Major Streets	Local Streets	Fire	Boyne Thunder	Marina	Airport	City Facilities Debt Fund	City Facilities Construction Fund	Total Nonmajor Governmental Funds
ASSETS									
Cash and Investments	$ 197,134	$ --	$ 66,970	$ 173,123	$ 94,405	$ 95,715	$ 30,364	$ 249,944	$ 907,655
Due from Other Governmental Units	66,019	25,763	--	--	--	--	--	--	91,782
Accounts Receivable	--	248	230,108	--	878	1,684	--	--	232,918
Inventories	--	--	--	--	--	9,093	--	--	9,093
Prepaid Items	524	524	3,845	--	350	1,123	--	--	6,366
Due from Other Funds	--	1,702	--	--	--	649	--	--	2,351
Total Assets	**$ 263,677**	**$ 28,237**	**$ 300,923**	**$ 173,123**	**$ 95,633**	**$ 108,264**	**$ 30,364**	**$ 249,944**	**$ 1,250,165**
LIABILITIES									
Accounts Payable	$ 5,759	$ 3,483	$ 60	$ 2,995	$ 535	$ 313	$ --	$ 15,001	$ 28,146
Payroll Liabilities	2,577	3,767	--	--	32	71	--	--	6,447
Customer Deposits	--	--	--	--	1,525	2,635	--	--	4,160
Unearned Revenue	--	--	--	170,128	--	--	--	--	170,128
Due to Other Funds	1,702	--	--	--	--	--	--	--	1,702
Total Liabilities	10,038	7,250	60	173,123	2,092	3,019	--	15,001	210,583
FUND BALANCE									
Nonspendable	524	524	3,845	--	350	10,216	--	--	15,459
Restricted	253,115	20,463	297,018	--	93,191	95,029	--	234,943	993,759
Assigned	--	--	--	--	--	--	30,364	--	30,364
Unassigned	--	--	--	--	--	--	--	--	--
Total Fund Balance	253,639	20,987	300,863	--	93,541	105,245	30,364	234,943	1,039,582
Total Liabilities and Fund Balance	**$ 263,677**	**$ 28,237**	**$ 300,923**	**$ 173,123**	**$ 95,633**	**$ 108,264**	**$ 30,364**	**$ 249,944**	**$ 1,250,165**

City of Boyne City
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance
Nonmajor Governmental Funds
For the Year Ended April 30, 2019

	Special Revenue						Debt Service	Capital Projects	
	Major Streets	Local Streets	Fire	Boyne Thunder	Marina	Airport	City Facilities Debt Fund	City Facilities Construction Fund	Total Nonmajor Governmental Funds
Revenues									
Property Taxes	$ 84,897	$ 84,892	$ --	$ --	$ --	$ --	$ 430,639	$ --	$ 600,428
Intergovernmental Revenues	556,890	251,878	136,721	--	259,274	--	--	--	1,204,763
Charges for Services	103	--	234,708	422,084	165,348	71,648	--	--	893,891
Other Revenues	--	--	--	--	--	150	--	--	150
Interest and Rentals	--	--	--	--	--	58,450	--	20,205	78,655
Total Revenues	641,890	336,770	371,429	422,084	424,622	130,248	430,639	20,205	2,777,887
Expenditures									
Public Safety	--	--	214,380	--	--	--	--	--	214,380
Public Works	551,299	524,447	--	--	--	97,073	--	--	1,172,819
Recreation and Culture	--	--	--	422,084	154,509	--	--	--	576,593
Capital Outlay	--	--	177,221	--	453,338	--	--	26,593	657,152
Debt Service - Principal	--	--	--	--	--	--	240,000	--	240,000
Debt Service - Interest	--	--	--	--	--	--	182,138	--	182,138
Total Expenditures	551,299	524,447	391,601	422,084	607,847	97,073	422,138	26,593	3,043,082
Excess of Revenues Over (Under) Expenditures	90,591	(187,677)	(20,172)	--	(183,225)	33,175	8,501	(6,388)	(265,195)
Other Financing Sources (Uses)									
Transfers In	--	189,153	--	--	--	--	--	--	189,153
Net Other Financing Sources (Uses)	--	189,153	--	--	--	--	--	--	189,153
Net Change in Fund Balance	**90,591**	**1,476**	**(20,172)**	**--**	**(183,225)**	**33,175**	**8,501**	**(6,388)**	**(76,042)**
Fund Balance at Beginning of Period	163,048	19,511	321,035	--	276,766	72,070	21,863	241,331	1,115,624
Fund Balance at End of Period	**$ 253,639**	**$ 20,987**	**$ 300,863**	**$ --**	**$ 93,541**	**$ 105,245**	**$ 30,364**	**$ 234,943**	**$ 1,039,582**

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Major Streets
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	**Final**	**Actual**	**Final to Actual**
Revenues				
Property Tax Revenues	$ 86,594	$ 84,895	$ 84,897	$ 2
Intergovernmental Revenues	482,880	628,334	556,890	(71,444)
Charges for Services	--	103	103	--
Total Revenues	569,474	713,332	641,890	(71,442)
Other Financing Sources				
Transfers In	80,826	--	--	--
Total Revenues and Other Financing Sources	650,300	713,332	641,890	(71,442)
Expenditures				
Construction	194,950	136,372	86,993	49,379
Routine Maintenance	319,450	192,200	178,252	13,948
Traffic Service	24,860	12,000	10,295	1,705
Winter Maintenance	145,900	182,900	171,302	11,598
Administration	85,140	121,210	104,457	16,753
Total Expenditures	770,300	644,682	551,299	93,383
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	(120,000)	68,650	90,591	21,941
Net Change in Fund Balance	**(120,000)**	**68,650**	**90,591**	**21,941**
Fund Balance at Beginning of Period	163,048	163,048	163,048	--
Fund Balance at End of Period	$ **43,048**	$ **231,698**	$ **253,639**	$ **21,941**

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Local Streets
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	Final	Actual	Final to Actual
Revenues				
Property Tax Revenues	$ 86,594	$ 86,594	$ 84,892	$ (1,702)
Intergovernmental Revenues	207,720	302,356	251,878	(50,478)
Total Revenues	294,314	388,950	336,770	(52,180)
Other Financing Sources				
Transfers In	795,071	249,161	189,153	(60,008)
Total Revenues and Other Financing Sources	1,089,385	638,111	525,923	(112,188)
Expenditures				
Construction	499,650	119,920	51,894	68,026
Routine Maintenance	372,150	245,080	228,441	16,639
Traffic Service	14,700	4,670	3,367	1,303
Winter Maintenance	122,500	171,450	167,720	3,730
Administration	80,385	76,880	73,025	3,855
Total Expenditures	1,089,385	618,000	524,447	93,553
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	--	20,111	1,476	(18,635)
Net Change in Fund Balance	**--**	**20,111**	**1,476**	**(18,635)**
Fund Balance at Beginning of Period	19,511	19,511	19,511	--
Fund Balance at End of Period	$ **19,511**	$ **39,622**	$ **20,987**	$ **(18,635)**

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Fire
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	Final	Actual	Final to Actual
Revenues				
Intergovernmental Revenues	$ --	$ 136,721	$ 136,721	$ --
Charges for Services	219,972	219,972	234,708	14,736
Total Revenues	219,972	356,693	371,429	14,736
Other Financing Sources				
Transfers In	63,000	63,000	--	(63,000)
Total Revenues and Other Financing Sources	282,972	419,693	371,429	(48,264)
Expenditures				
Fire	225,420	240,920	214,380	26,540
Capital Outlay	62,600	222,721	177,221	45,500
Total Expenditures	288,020	463,641	391,601	72,040
Excess (Deficiency) of Revenues and Other Sources Over Expenditures	(5,048)	(43,948)	(20,172)	23,776
Net Change in Fund Balance	**(5,048)**	**(43,948)**	**(20,172)**	**23,776**
Fund Balance at Beginning of Period	321,035	321,035	321,035	--
Fund Balance at End of Period	$ **315,987**	$ **277,087**	$ **300,863**	$ **23,776**

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Boyne Thunder
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	**Final**	**Actual**	**Final to Actual**
Revenues				
Administrative Service Fees	$ 306,800	$ 404,046	$ 422,084	$ 18,038
Total Revenues	306,800	404,046	422,084	18,038
Expenditures				
Recreation and Culture	311,800	404,046	422,084	(18,038)
Total Expenditures	311,800	404,046	422,084	(18,038)
Excess (Deficiency) of Revenues Over Expenditures	(5,000)	--	--	--
Net Change in Fund Balance	**(5,000)**	--	--	--
Fund Balance at Beginning of Period	--	--	--	--
Fund Balance at End of Period	$ **(5,000)**	$ --	$ --	$ --

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Marina
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	**Final**	**Actual**	**Final to Actual**
Revenues				
Intergovernmental Revenues	$ 248,000	$ 255,000	$ 259,274	$ 4,274
Charges for Services	159,200	159,942	165,348	5,406
Total Revenues	407,200	414,942	424,622	9,680
Expenditures				
Recreation and Culture	153,700	153,536	154,509	(973)
Capital Outlay	500,000	520,000	453,338	66,662
Total Expenditures	653,700	673,536	607,847	65,689
Excess (Deficiency) of Revenues Over Expenditures	(246,500)	(258,594)	(183,225)	75,369
Net Change in Fund Balance	**(246,500)**	**(258,594)**	**(183,225)**	**75,369**
Fund Balance at Beginning of Period	276,766	276,766	276,766	--
Fund Balance at End of Period	$ **30,266**	$ **18,172**	$ **93,541**	$ **75,369**

City of Boyne City
Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual
Airport
For the Year Ended April 30, 2019

	Budgeted Amounts			Variance Positive (Negative)
	Original	**Final**	**Actual**	**Final to Actual**
Revenues				
Charges for Services	$ 75,250	$ 70,010	$ 71,648	$ 1,638
Other Revenues	3,000	--	150	150
Interest and Rentals	44,000	45,864	58,450	12,586
Total Revenues	122,250	115,874	130,248	14,374
Expenditures				
Public Works	120,300	122,921	97,073	25,848
Total Expenditures	120,300	122,921	97,073	25,848
Excess (Deficiency) of Revenues Over Expenditures	1,950	(7,047)	33,175	40,222
Net Change in Fund Balance	**1,950**	**(7,047)**	**33,175**	**40,222**
Fund Balance at Beginning of Period	72,070	72,070	72,070	--
Fund Balance at End of Period	$ **74,020**	$ **65,023**	$ **105,245**	$ **40,222**

AGENCY FUNDS

Trust and Agency Fund **-** This fund is used to account for short-term custodial collections on resources on behalf of another individual, entity, or government.

Current Tax Collection Fund **-** This fund is used to record the receipt and transfers of property taxes collected by the City on behalf of the state, county, school districts, and other governments.

Boyne Senior Center Fund **-** This fund is used to account for tax tribunal adjustments or delinquent personal property tax collections on behalf of the County for its veterans' millage.

Howes Escrow Fund **-** This fund is used to account for resources held in escrow related to the former Howes Tannery.

City of Boyne City
Combining Statement of Fiduciary Assets and Liabilities
Fiduciary Funds
April 30, 2019

	Agency				
	Trust & Agency	Current Tax Collection	Boyne Senior Center	Howes Escrow	Total Agency Funds
ASSETS					
Cash and Cash Equivalents	$ 10,618	$ 113	$ 328	$ 12,941	$ 24,000
Total Assets	10,618	113	328	12,941	24,000
LIABILITIES					
Due to Other Governmental Units	10,618	113	328	12,941	24,000
Total Liabilities	$ 10,618	$ 113	$ 328	$ 12,941	$ 24,000

City of Boyne City
Combining Statement of Changes in Fiduciary Assets and Liabilities
Fiduciary Funds
For the Year Ended April 30, 2019

	Trust & Agency			
	April 30, 2018	**Additions**	**Deductions**	**April 30, 2019**
ASSETS				
Cash and Cash Equivalents	$ 17,751	$ 43,371	$ 50,504	$ 10,618
Total Assets	17,751	43,371	50,504	10,618
LIABILITIES				
Due to Other Governmental Units	17,751	43,371	50,504	10,618
Total Liabilities	$ 17,751	$ 43,371	$ 50,504	$ 10,618

	Current Tax Collection			
	April 30, 2018	**Additions**	**Deductions**	**April 30, 2019**
ASSETS				
Cash and Cash Equivalents	$ 109	$ 9,769,804	$ 9,769,800	$ 113
Total Assets	109	9,769,804	9,769,800	113
LIABILITIES				
Due to Other Governmental Units	109	9,769,804	9,769,800	113
Total Liabilities	$ 109	$ 9,769,804	$ 9,769,800	$ 113

	Boyne Senior Center			
	April 30, 2018	**Additions**	**Deductions**	**April 30, 2019**
ASSETS				
Cash and Cash Equivalents	$ -	$ 530	$ 202	$ 328
Total Assets	-	530	202	328
LIABILITIES				
Due to Other Governmental Units	-	530	202	328
Total Liabilities	$ -	$ 530	$ 202	$ 328

	Howes Escrow			
	April 30, 2018	**Additions**	**Deductions**	**April 30, 2019**
ASSETS				
Cash and Cash Equivalents	$ 12,934	$ 7	$ -	$ 12,941
Total Assets	12,934	7	-	12,941
LIABILITIES				
Due to Other Governmental Units	12,934	7	-	12,941
Total Liabilities	$ 12,934	$ 7	$ -	$ 12,941

	Total Agency Funds			
	April 30, 2018	**Additions**	**Deductions**	**April 30, 2019**
ASSETS				
Cash and Cash Equivalents	$ 17,860	$ 9,813,712	$ 9,820,506	$ 24,000
Total Assets	17,860	9,813,712	9,820,506	24,000
LIABILITIES				
Due to Other Governmental Units	17,860	9,813,712	9,820,506	24,000
Total Liabilities	$ 17,860	$ 9,813,712	$ 9,820,506	$ 24,000

COMPONENT UNITS

Downtown Development Authority **-** This fund is designed to assist in the economic growth of the central business district. Recaptured property taxes are the primary source of income for the DDA.

Local Development Finance Authority Fund **-** This fund was established to provide a source of revenue for the LDFA to undertake various capital and public infrastructure improvements within the LDFA district. Recaptured property taxes are the primary source of income for the LDFA.

City of Boyne City
Combining Statement of Net Position / Balance Sheet
Component Units
April 30, 2019

	Governmental Activities					
	Downtown Development Authority	Adjustments	Statement of Net Position	Local Development Finance Authority	Adjustments	Statement of Net Position
ASSETS						
Current Assets						
Cash and Investments	$ 502,640	$ --	$ 502,640	$ 786,083	$ --	$ 786,083
Total Current Assets	502,640	--	502,640	786,083	--	786,083
Noncurrent Assets						
Capital Assets not being Depreciated	--	--	--	--	291,419 1	291,419
Capital Assets being Depreciated	--	1,517,013 1	1,517,013	--	1,425,767 1	1,425,767
Total Assets	502,640	1,517,013	2,019,653	786,083	1,717,186	2,503,269
DEFERRED OUTFLOWS OF RESOURCES						
Pension	--	5,833 2	5,833	--		--
LIABILITIES						
Current Liabilities						
Accounts Payable	1,599	--	1,599	9	--	9
Payroll Liabilities	1,934	--	1,934	--	--	--
Total Current Liabilities	3,533	--	3,533	--	--	--
Noncurrent Liabilities						
Net Pension Liability	--	18,128 2	18,128	--	--	--
Total Liabilities	3,533	18,128	21,661	--	--	--
NET POSITION / FUND BALANCE						
Investment in Capital Assets	--	1,517,013	1,517,013	--	1,717,186	1,717,186
Unassigned / Unrestricted	499,107	(12,295)	486,812	786,074	--	786,074
Total Net Position / Fund Balance	**$ 499,107**	**$ 1,517,013**	**$ 2,003,825**	**$ 786,074**	**$ 1,717,186**	**$ 2,503,260**

1 General government capital assets net of accumulated depreciation are not financial resources, and accordingly are not reported in the funds.

2 The DDA's net pension liability and deferred outflows of resources related to its participation in the MERS defined benefit pension plan are not recorded in the governmental funds but are recorded in the statement of net position.

City of Boyne City
Combining Statement of Activities / Statement of Revenues, Expenditures and Changes in Fund Balance
Component Units
For the Year Ended April 30, 2019

	Governmental Activities											
	Downtown Development Authority		Adjustments			Statement of Activities	Local Development Finance Authority		Adjustments			Statement of Activities
Expenses												
Community and Economic Development	$	270,429	$	(5,531)	1	$ 264,898	$	440,888	$	-	2	$ 440,888
Depreciation Expense		--		1,400	2	1,400		-		61,793	2	61,793
Total Expenses		270,429		1,400		266,298		440,888		61,793		502,681
Program Revenues												
Charges for Services		97,501		--		97,501		62,205		--		62,205
Total Program Revenues		97,501		--		97,501		62,205		--		62,205
Net Program Revenues (Expenses)		(172,928)		(1,400)		(168,797)		(378,683)		(61,793)		(440,476)
General Revenue												
Property Taxes		285,413		--		285,413		146,839		--		146,839
Total General Revenues		285,413		--		285,413		146,839		--		146,839
Change in Net Position / Fund Balance		**112,485**		**(1,400)**		**116,616**		**(231,844)**		**(61,793)**		**(293,637)**
Net Position / Fund Balance at Beginning of Period		386,622		1,500,587		1,887,209		1,017,918		1,778,979		2,796,897
Net Position / Fund Balance at End of Period	$	**499,107**	$	**1,499,187**		$ **2,003,825**	$	**786,074**	**$**	**1,717,186**		**$ 2,503,260**

1 Changes in the City's net pension liability and deferred outflows of resources for the current year are not reported in the governmental funds but are reported in the statement of activities.

2 Governmental fund report capital outlay as expenditures; however, in the statement of activities, the cost of those assets is allocated over the estimated useful lives as depreciation expense.

STATISTICAL SECTION

This part of the City of Boyne City's comprehensive annual financial report presents detailed information as context for understanding what the information in the financial statements and note disclosures says about the City's overall financial health.

Contents	Table
Financial Trends	
These schedules contain information to help the reader understand how the City's financial performance and well-being have changed over time.	A-1 to A-4
Revenue Capacity	
These schedules contain information to help the reader ass the city's most significant local revenue source, the property tax.	B-1 to B-4
Debt Capacity	
These present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.	C-1 to C-4
Demographic and Economic Information	
These schedules offer demographic and economic indicators to help the reader understand the environment in which the City's financial activities take place.	D-1 to D-2
Operating Information	
These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and activities it performs.	E-1 to E-3

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

CITY OF BOYNE CITY

Table A-1

NET POSITION BY COMPONENT
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	Fiscal Year									
	2019	**2018**	**2017**	**2016 ***	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Governmental activities										
Net investment in capital assets	$ 15,842,375	$ 12,614,764	$ 12,463,814	$ 12,501,782	$ 9,390,960	$ 8,164,779	$ 7,825,004	$ 6,702,500	$ 6,596,961	$ 5,735,843
Restricted	1,178,655	1,336,327	3,702,074	7,973,717	342,380	28,081	77,175	67,412	268,962	200,914
Unrestricted	990,727	625,510	(2,660,193)	(7,206,778)	4,806,478	4,545,273	4,207,938	3,647,444	3,193,279	3,600,193
Total governmental activities net position	$ 18,011,757	$ 14,576,601	$ 13,505,695	$ 13,268,721	$ 14,539,818	$ 12,738,133	$ 12,110,117	$ 10,417,356	$ 10,059,202	$ 9,536,950
Business-type activities										
Net investment in capital assets	$ 6,777,689	$ 6,452,375	$ 6,436,471	$ 6,472,651	$ 6,522,574	$ 6,588,280	$ 6,635,833	$ 6,636,468	$ 6,130,492	$ 5,241,435
Restricted	415,439	475,364	534,183	591,333	647,376	660,216	564,392	564,240	564,497	414,747
Unrestricted	4,698,065	4,088,340	3,444,114	2,829,455	2,417,042	1,998,813	1,725,378	1,592,384	1,447,894	1,702,843
Total business-type activities net position	$ 11,891,193	$ 11,016,079	$ 10,414,768	$ 9,893,439	$ 9,586,992	$ 9,247,309	$ 8,925,603	$ 8,793,092	$ 8,142,883	$ 7,359,025
Primary government										
Net investment in capital assets	$ 22,620,064	$ 19,067,139	$ 18,900,285	$ 18,974,433	$ 15,913,534	$ 14,753,059	$ 14,460,837	$ 13,338,968	$ 12,727,453	$ 10,977,278
Restricted	1,594,094	1,811,691	4,236,257	8,565,050	989,756	688,297	641,567	631,652	833,459	615,661
Unrestricted	5,688,792	4,713,850	783,921	(4,377,323)	7,223,520	6,544,086	5,933,316	5,239,828	4,641,173	5,303,036
Total primary government net position	$ 29,902,950	$ 25,592,680	$ 23,920,463	$ 23,162,160	$ 24,126,810	$ 21,985,442	$ 21,035,720	$ 19,210,448	$ 18,202,085	$ 16,895,975

Source: City Treasurer's office

* 2016 was the initial year that GASB 68 was implemented which recognized the net pension liability of the City.

CITY OF BOYNE CITY

Table A-2.1

CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	Fiscal Year									
	2019	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Expenses										
Governmental activities										
General government	$ 1,241,932	$ 1,019,267	$ 1,282,401	$ 1,500,604	$ 1,000,246	$ 1,109,769	$ 1,150,743	$ 1,219,421	$ 1,139,799	$ 1,240,244
Public safety	905,964	901,292	925,056	965,164	876,459	815,770	659,376	808,776	852,170	875,309
Public works	2,068,364	1,931,913	1,711,115	1,558,262	1,443,188	1,597,029	1,647,620	1,785,072	2,282,830	1,354,473
Community and economic development	206,940	194,117	282,398	400,862	150,224	145,842	-	-	-	-
Recreation and culture	986,176	884,893	845,394	765,354	608,090	795,090	345,620	264,033	250,120	279,953
Other Functions	39,816	35,580	40,691	38,981	29,742	-	210,019	171,023	153,086	130,179
Interest on long-term debt	173,978	177,378	199,673	-	-	-	-	-	-	-
Health and welfare	1,137,767	1,046,328	1,017,676	968,550	840,667	830,119	784,940	715,324	692,163	575,682
Legislative	28,314	19,964	19,082	17,556	21,910	16,149	18,980	17,665	16,612	15,911
Total governmental activities	6,789,251	6,210,732	6,323,486	6,215,333	4,970,526	5,309,768	4,817,298	4,981,314	5,386,780	4,471,751
Business-type activities										
Sewer	1,097,255	1,036,219	865,868	859,761	877,408	873,262	850,272	840,332	881,574	1,081,353
Water	553,126	638,788	642,610	672,251	612,442	619,161	613,370	586,410	594,954	688,377
Total business-type activities	1,650,381	1,675,007	1,508,478	1,532,012	1,489,850	1,492,423	1,463,642	1,426,742	1,476,528	1,769,730
Total primary government expenses	**8,439,632**	**7,885,739**	**7,831,964**	**7,747,345**	**6,460,376**	**6,802,191**	**6,280,940**	**6,408,056**	**6,863,308**	**6,241,481**
Program revenues										
Governmental activities										
Charges for services										
General government	242,327	273,719	213,900	241,576	237,007	210,801	140,013	139,960	64,948	69,570
Public safety	285,133	253,856	234,665	228,863	257,136	265,892	209,108	188,153	202,331	221,853
Public works	564,465	264,551	278,165	207,290	274,630	397,711	267,388	264,608	351,380	273,497
Community and economic development	55,780	70,104	75,451	67,661	130,599	2,500	-	-	-	-
Recreation and culture	633,229	616,046	498,405	501,079	288,077	401,578	124,777	-	-	-
Health and welfare	938,899	952,443	755,656	845,807	681,978	617,335	570,179	472,263	474,989	470,316
Total charges for services	2,719,833	2,430,719	2,056,242	2,092,276	1,869,427	1,895,817	1,311,465	1,064,984	1,093,648	1,035,236
Operating grants and contributions	854,388	834,898	648,601	650,099	789,281	496,062	530,258	398,057	770,680	636,682
Capital grants and contributions	2,736,898	-	113,522	780,702	935,137	157,774	503,440	116,250	-	-
Total governmental activities program revenues	6,311,119	3,265,617	2,818,365	3,523,077	3,593,845	2,549,653	2,345,163	1,579,291	1,864,328	1,671,918
Business-type activities										
Charges for services										
Sewer	1,393,758	1,488,557	1,347,750	1,345,826	1,180,380	1,189,898	1,141,573	1,238,040	1,103,726	865,955
Water	765,260	696,370	678,387	668,684	676,461	616,173	509,677	614,421	588,223	574,898
Total charges for services	2,159,018	2,184,927	2,026,137	2,014,510	1,856,841	1,806,071	1,651,250	1,852,461	1,691,949	1,440,853
Operating grants and contributions	365,333	89,990	-	1,000	-	-	-	-	-	-
Capital grants and contributions	-	-	-	797	-	4,619	-	223,488	436,045	232,680
Total business-type activities program revenues	**2,524,351**	**2,274,917**	**2,026,137**	**2,016,307**	**1,856,841**	**1,810,690**	**1,651,250**	**2,075,949**	**2,127,994**	**1,673,533**
Total primary government program revenues	**$ 8,835,470**	**$ 5,540,534**	**$ 4,844,502**	**$ 5,539,384**	**$ 5,450,686**	**$ 4,360,343**	**$ 3,996,413**	**$ 3,655,240**	**$ 3,992,322**	**$ 3,345,451**

Continued...

CITY OF BOYNE CITY

Table A-2.2

CHANGES IN NET POSITION
LAST TEN FISCAL YEARS
(accrual basis of accounting)

	Fiscal Year									
	2019	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Net (expense) revenue										
Governmental activities	$ (478,132)	$ (2,945,115)	$ (3,505,121)	$ (2,692,256)	$ (1,376,681)	$ (2,760,115)	$ (2,472,135)	$ (3,402,023)	$ (3,522,452)	$ (2,799,833)
Business-type activities	873,970	599,910	517,659	484,295	366,991	318,267	187,608	649,207	651,466	(96,197)
Total primary government net (expense) revenue	**395,838**	**(2,345,205)**	**(2,987,462)**	**(2,207,961)**	**(1,009,690)**	**(2,441,848)**	**(2,284,527)**	**(2,752,816)**	**(2,870,986)**	**(2,896,030)**
General revenues and other changes in net position										
Governmental activities										
Property taxes	3,536,516	3,581,763	3,293,985	2,863,397	2,791,309	2,779,574	2,803,775	2,875,010	3,015,991	3,141,347
Other revenues	-	-	-	17,373	4,661	268,340	574,254	595,047	571,928	426,705
Interest and rentals	25,936	69,168	39,136	3,601	1,248	998	8,272	12,671	11,601	19,954
State revenue sharing	380,152	365,090	408,974	337,273	351,138	339,219	288,660	277,449	250,368	298,118
Transfers	-	-	-	-	30,010	-	489,935	-	194,816	(6,717)
Total governmental activities	3,942,604	4,016,021	3,742,095	3,221,644	3,178,366	3,388,131	4,164,896	3,760,177	4,044,704	3,879,407
Business-type activities										
Interest and Rentals	1,144	1,401	3,670	495	2,702	3,439	-	1,002	2,392	5,368
Transfers	-	-	-	-	(30,010)	-	(55,097)	-	130,000	-
Total business-type activities	1,144	1,401	3,670	495	(27,308)	3,439	(55,097)	1,002	132,392	5,368
Total primary government	**3,943,748**	**4,017,422**	**3,745,765**	**3,222,139**	**3,151,058**	**3,391,570**	**4,109,799**	**3,761,179**	**4,177,096**	**3,884,775**
Change in net position										
Governmental activities	3,464,472	1,070,906	236,974	529,388	1,801,685	628,016	1,692,761	358,154	522,252	1,079,574
Business-type activities	875,114	601,311	521,329	484,790	339,683	321,706	132,511	650,209	783,858	(90,829)
Total primary government	**$ 4,339,586**	**$ 1,672,217**	**$ 758,303**	**$ 1,014,178**	**$ 2,141,368**	**$ 949,722**	**$ 1,825,272**	**$ 1,008,363**	**$ 1,306,110**	**$ 988,745**

Concluded.

CITY OF BOYNE CITY

Table A-3

FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

	Fiscal Year									
	2019	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
General fund										
Reserved	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 158,962	$ 129,481
Unreserved	-	-	-	-	-	-	-	-	1,446,522	1,517,721
Nonspendable	36,651	36,685	34,812	34,942	38,295	31,152	19,390	-	-	-
Committed	-	-	-	-	152,706	142,241	129,331	118,933	-	-
Assigned	50,460	28,207	53,176	45,460	317,947	276,189	232,392	1,215	-	-
Unassigned	2,030,706	2,228,565	2,241,764	1,430,448	2,673,178	2,485,027	2,052,058	2,175,164	-	-
Total general fund	$ 2,117,817	$ 2,293,457	$ 2,329,752	$ 1,510,850	$ 3,182,126	$ 2,934,609	$ 2,433,171	$ 2,295,312	$ 1,605,484	$ 1,647,202
All other governmental funds										
Reserved	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 110,000	$ 71,433
Unreserved reported in										
Special revenue funds	-	-	-	-	-	-	-	-	1,189,932	1,704,196
Nonspendable	16,857	20,006	19,682	29,147	22,761	11,958	11,205	13,489	-	-
Restricted	1,161,798	1,316,321	3,682,862	7,944,570	342,380	28,081	77,175	67,412	-	-
Assigned	30,364	21,863	-	-	-	-	-	-	-	-
Committed	-	-	7,655	-	794,697	898,796	1,080,572	684,320	-	-
Unassigned	-	-	(223,119)	-	-	-	-	-	-	-
Total all other governmental funds	$ 1,209,019	$ 1,358,190	$ 3,487,080	$ 7,973,717	$ 1,159,838	$ 938,835	$ 1,168,952	$ 765,221	$ 1,299,932	$ 1,775,629

Notes:
(1) Fund balance classification was changed in 2012 to comply with the requirements of GASB Statement Number 54.

CITY OF BOYNE CITY

Table A-4

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

	Fiscal Year									
	2019	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Revenues										
Property Taxes	$ 3,536,513	$ 3,581,760	$ 3,293,988	$ 2,863,397	$ 2,791,309	$ 2,779,574	$ 2,803,775	$ 2,875,010	$ 3,015,991	$ 3,141,347
Intergovernmental revenues										
Federal	136,721	-	-	903,388	822,211	-	503,440	30,790	337,267	149,545
State	3,696,918	1,015,204	1,095,531	819,278	960,988	931,421	724,633	716,702	619,836	735,628
Local	96,835	-	43,758	25,905	-	61,634	94,285	44,264	63,945	49,627
Licenses and permits	7,891	18,406	7,197	6,406	6,194	6,550	-	-	-	-
Charges for services	2,167,391	2,199,486	1,893,723	1,962,820	1,704,263	1,667,620	1,311,465	1,064,984	1,093,648	1,035,236
Fines and forfeitures	7,084	6,521	5,769	5,755	8,260	5,866	-	-	-	-
Interest and rentals	163,597	82,628	45,094	36,717	34,529	30,429	8,272	12,671	11,601	19,954
Miscellaneous	103,515	293,116	123,573	91,589	331,830	262,527	477,552	530,822	471,379	401,189
Total revenues	9,916,465	7,197,121	6,508,633	6,715,255	6,659,584	5,745,621	5,923,422	5,275,243	5,613,667	5,532,526
Expenditures										
Current										
General government	1,277,111	1,086,596	1,016,527	1,224,149	951,789	1,063,767	1,090,443	1,197,877	1,220,523	1,256,741
Public safety	894,516	871,146	822,763	804,544	771,922	729,516	732,581	763,072	790,510	792,816
Public works	1,242,353	1,540,212	1,092,479	928,577	1,041,317	1,217,483	2,804,543	2,049,145	3,173,048	1,763,924
Community and economic development	206,940	194,117	282,398	400,862	150,224	145,842	-	-	-	-
Recreation and culture	938,305	857,425	814,446	732,821	582,031	776,451	325,413	233,727	220,790	243,505
Legislative	28,314	19,964	19,082	17,556	21,910	16,149	18,980	17,665	16,612	15,911
Health and welfare	1,079,814	987,844	945,481	891,528	813,265	801,354	756,175	679,733	686,940	569,033
Other	39,816	35,580	40,691	38,981	29,742	-	143,632	178,907	146,766	134,974
Debt service										
Principal	240,000	228,160	100,000	-	-	-	-	-	70,709	62,155
Interest	182,138	177,378	207,833	-	-	-	-	-	-	-
Capital outlay	4,111,969	3,363,884	4,834,668	3,633,440	1,858,874	723,738	-	-	-	-
Total expenditures	10,241,276	9,362,306	10,176,368	8,672,458	6,221,074	5,474,300	5,871,767	5,120,126	6,325,898	4,839,059
Excess of Revenues Over (Under) Expenditures	(324,811)	(2,165,185)	(3,667,735)	(1,957,203)	438,510	271,321	51,655	155,117	(712,231)	693,467
Other financing sources (uses)										
Bond/note proceeds	-	-	-	7,171,361	-	-	-	-	-	-
Transfers in	281,575	1,121,276	873,219	863,944	1,068,045	948,208	1,856,258	769,711	1,735,065	1,501,615
Transfers out	(281,575)	(1,121,276)	(873,219)	(863,944)	(1,038,035)	(948,208)	(1,366,323)	(769,711)	(1,540,249)	(1,508,332)
Total other financing sources (uses)	-	-	-	7,171,361	30,010	-	489,935	-	194,816	(6,717)
Net changes in fund balances	$ (324,811)	$ (2,165,185)	$ (3,667,735)	$ 5,214,158	$ 468,520	$ 271,321	$ 541,590	$ 155,117	$ (517,415)	$ 686,750
Debt service as a percentage of noncapital expenditures	6.9%	6.8%	5.8%	0.0%	0.0%	0.0%	0.0%	0.0%	1.1%	1.3%

CITY OF BOYNE CITY

Table B-1

ASSESSED VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

Fiscal Year Ended April 30	Real property				Personal Property	Total Assessed Value	Total Direct Tax Rate
	Residential Property	Commercial Property	Industrial Property	Total			
2010	$ 178,706,850	$ 28,931,300	$ 4,957,100	$ 212,595,250	$ 11,732,200	$ 224,327,450	16.0100
2011	165,737,200	26,869,016	4,281,800	196,888,016	11,688,900	208,576,916	15.7600
2012	153,525,100	25,594,500	4,137,300	183,256,900	12,744,700	196,001,600	15.5100
2013	144,678,200	25,426,100	4,671,000	174,775,300	13,362,100	188,137,400	15.5100
2014	145,684,250	25,737,500	5,405,900	176,827,650	14,284,600	191,112,250	15.5100
2015	154,032,900	26,419,700	5,423,500	185,876,100	13,778,500	199,654,600	15.5100
2016	167,780,600	26,657,500	5,405,900	199,844,000	9,939,000	209,783,000	15.5100
2017	175,267,013	26,245,972	7,229,100	208,742,085	12,105,800	220,847,885	17.2100
2018	185,221,100	25,842,700	5,491,800	216,555,600	8,483,100	225,038,700	17.8100
2019	191,531,550	26,894,700	5,351,600	223,777,850	8,986,000	232,763,850	17.8100

Property is reassessed each year at actual value. Therefore, the assessed values are equal to the actual value.
Direct tax rate (millage) is per $1,000 of taxable value, which is generally equal to one half of the assessed value.

Source: City of Boyne City Assessor

CITY OF BOYNE CITY

Table B-2

DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS
(rate per $1,000 of taxable value)

Fiscal	City of Boyne City			Charlevoix County										Boyne City Public Schools (1)			Charlevoix ISD				State	Library	
Year Ended April 30	Operating Millage	Debt Millage	Total City Millage	Operating Millage	MCF Millage	Commission on Aging Millage	Transit Millage	Co Road Millage	Recycling Millage	Parks Millage	Veterans Millage	Char Co 911	Total County Millage	Non-Homestead Millage	Debt Millage	Total BRPS Millage	Operating Millage	Special Education	Vocational Education	Total MOISD Millage	State Education Tax Millage	Library Operating	Total
2010	16.0100	-	16.0100	4.7000	1.2864	0.4000	0.2500	1.0000	0.1500	-	-	-	7.7864	18.0000	3.5000	21.5000	0.2000	1.8313	0.7468	2.7781	6.0000	0.9696	55.0441
2011	15.7600	-	15.7600	4.7000	1.2864	0.4000	0.2500	1.0000	0.1500	-	-	-	7.7864	18.0000	3.5000	21.5000	0.2000	1.8313	0.7500	2.7813	6.0000	0.9696	54.7973
2012	15.5100	-	15.5100	4.7000	0.9250	0.4000	0.2500	1.0000	0.1500	-	-	-	7.4250	18.0000	3.3500	21.3500	0.2000	1.8313	0.7500	2.7813	6.0000	0.9696	54.0359
2013	15.5100	-	15.5100	4.7000	0.7500	0.6000	0.2500	1.0000	0.1500	-	-	-	7.4500	18.0000	3.3500	21.3500	0.2000	1.8313	0.7500	2.7813	6.0000	0.9696	54.0609
2014	15.5100	-	15.5100	4.7000	0.7500	0.6500	0.2500	1.0000	0.1500	-	-	-	7.5000	18.0000	3.3500	21.3500	0.2000	1.8313	0.7500	2.7813	6.0000	0.9696	54.1109
2015	15.5100	-	15.5100	4.7000	0.7500	0.6500	0.2500	1.0000	0.1500	0.1500	0.1000	-	7.7500	18.0000	3.3500	21.3500	0.2000	1.8313	0.7500	2.7813	6.0000	0.9696	54.3609
2016	15.5100	-	15.5100	4.7000	0.7500	0.6500	0.2500	1.0000	0.1500	0.1500	0.1000	-	7.7500	18.0000	3.3500	21.3500	0.2000	1.8313	0.7500	2.7813	6.0000	0.9696	54.3609
2017	15.5100	1.7000	17.2100	4.7000	0.7500	0.6494	0.2497	0.9991	0.1498	0.1498	0.0999	-	7.7477	18.0000	1.5700	19.5700	0.1996	1.8301	0.7487	2.7784	6.0000	0.9647	54.2708
2018	15.5100	2.3000	17.8100	4.4500	0.7462	0.6473	0.2489	0.9950	0.1493	0.1491	0.0994	-	7.4852	18.0000	1.5700	19.5700	0.1989	1.8200	0.7445	2.7634	6.0000	0.6264	54.2550
2019	15.5100	2.3000	17.8100	4.4500	0.7444	0.6457	0.2483	0.9926	0.1489	0.1500	0.1000	0.5000	7.9799	18.0000	3.1400	21.1400	0.1989	1.8200	1.7500	3.7689	6.0000	0.9526	57.6514

Source: City of Boyne City Assessor

CITY OF BOYNE CITY

Table B-3

PRINCIPAL PROPERTY TAX PAYERS
CURRENT YEAR AND NINE YEARS AGO

	2019			2010		
Taxpayer	**Taxable Value**	**Rank**	**Percentage of Total City Taxable Value**	**Taxable Value**	**Rank**	**Percentage of Total City Taxable Value**
Consumers Energy	$ 3,653,200	1	1.43%	$ 1,924,700	3	0.75%
Great Lakes Energy Cooperative	2,169,161	2	0.85%	1,325,800	5	0.52%
Decoma Intnl	1,899,295	3	0.74%	1,943,806	2	0.76%
Top O Michigan REA	1,793,183	4	0.70%	2,054,610	1	0.81%
Catt's Realty	1,563,847	5	0.61%	896,400	10	0.35%
DFC of Boyne City LLC	1,272,966	6	0.50%	-	0	0.00%
VanDam Marine Co	1,029,758	7	0.40%	1,103,132	8	0.43%
Integrity Land Company	908,178	8	0.36%	-	0	0.00%
Allied/Bendix GSD	900,740	9	0.35%	1,041,100	9	0.41%
Winemaster, Kenneth	944,800	10	0.37%	-	0	0.00%
Devlon Properties	-	11	0.00%	1,104,400	7	0.43%
Lexamar	-	12	0.00%	3,126,700	4	1.23%
Boyne Park View Limited	1,265,538	13	0.50%	1,108,000	6	0.43%
Total	$ 17,400,666		6.82%	$ 15,628,648		6.13%

Source: City of Boyne City Assessor

CITY OF BOYNE CITY

Table B-4

PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year Ended April 30	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2010	$ 3,240,358	$ 3,233,390	99.78%	$ 2,770	$ 3,236,160	99.87%
2011	3,066,529	3,058,746	99.75%	2,823	3,061,569	99.84%
2012	2,928,447	2,921,136	99.75%	2,965	2,924,101	99.85%
2013	2,877,829	2,874,308	99.88%	844	2,875,152	99.91%
2014	2,843,698	2,821,935	99.23%	18,764	2,840,699	99.89%
2015	2,849,496	2,827,460	99.23%	11,284	2,838,745	99.62%
2016	2,903,749	2,885,040	99.36%	14,866	2,899,906	99.87%
2017	2,906,183	2,824,995	97.21%	57,617	2,882,612	99.19%
2018	2,889,466	2,880,176	99.68%	8,312	2,888,488	99.97%
2019	2,966,604	2,949,817	99.43%	2,275	2,952,092	99.51%

Source: City Treasurer

CITY OF BOYNE CITY

Table C-1

RATIO OF GENERAL OBLIGATION BONDED DEBT TO ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY AND BONDED DEBT PER CAPITA AND RATIOS OF OUTSTANDING DEBT TO TOTAL PERSONAL INCOME AND DEBT PER CAPITA LAST TEN FISCAL YEARS

Fiscal Year Ended April 30	Governmental Activities				Business-type Activities	Total		
	General Obligation Bonds	Loans Payable	Percentage of Property Value	Per Capita (1)	Revenue Bonds	Total Debt	Percentage of Personal Income	Per Capita
2010	$ -	$ 70,709	0.02%	19	$ 8,213,091	$ 8,283,800	8.31%	$ 2,203
2011	-	-	0.00%	-	7,758,091	7,758,091	8.22%	2,062
2012	-	-	0.00%	-	7,293,091	7,293,091	9.03%	1,940
2013	-	-	0.00%	-	6,818,091	6,818,091	8.80%	1,823
2014	-	-	0.00%	-	6,333,091	6,333,091	7.01%	1,687
2015	-	-	0.00%	-	5,838,091	5,838,091	6.24%	1,550
2016	7,171,361	-	1.71%	1,911	5,333,091	12,504,452	12.29%	3,342
2017	7,063,201	-	1.60%	1,888	4,818,091	11,881,292	11.67%	3,175
2018	6,835,041	-	1.52%	1,827	4,288,091	11,123,132	10.93%	2,973
2019	6,586,881	-	1.41%	1,758	3,748,091	10,334,972	9.94%	2,758

Note:

(1) Includes only bonds serviced from property tax revenues.

CITY OF BOYNE CITY

Table C-2

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
AS OF APRIL 30, 2019

Governmental Unit	Debt Outstanding	Percentage Applicable To City	Amount Applicable To City
Overlapping Debt			
Boyne City School District	$ 8,690,000	31.20%	$ 2,711,280
Boyne Falls School District	2,950,000	1.39%	41,005
Total Overlapping Debt			2,752,285
Direct Debt - City of Boyne City - General Obligation		100%	6,835,041
Total Direct and Overlapping Debt			$ 9,587,326

Note:
The portion of the taxable value for each governmental unit located within the City of Boyne City over the taxable value of the governmental unit as a whole is utilized to calculate overlapping debt percentages.

Source: Michigan Advisory Council (MAC)

CITY OF BOYNE CITY

Table C-3

LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

Total state equalized value (1)	$ 232,763,850
Debt limitation - 10 percent of SEV	$ 23,276,385
Debt applicable to limitation	
Total bonded debt	10,334,972
Less:	
Revenue bonds	3,748,091
Total Debt Applicable to Limitation	6,586,881
Legal Debt Margin	$ 16,689,504

	Fiscal Year									
	2019	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Debt limit	$ 23,276,385	$ 21,590,020	$ 22,006,022	$ 20,978,300	$ 19,965,460	$ 19,111,225	$ 18,813,740	$ 19,600,160	$ 20,857,692	$ 22,432,745
Total net debt applicable to limit	6,586,881	6,835,041	7,063,201	7,171,361	-	-	-	-	-	-
Legal debt margin	$ 16,689,504	$ 14,754,979	$ 14,942,821	$ 13,806,939	$ 19,965,460	$ 19,111,225	$ 18,813,740	$ 19,600,160	$ 20,857,692	$ 22,432,745
Total net debt applicable to limit as a percentage of debt limit	28.3%	31.7%	32.1%	34.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

(1) Source: City assessors office

CITY OF BOYNE CITY

Table C-4

PLEDGED REVENUE COVERAGE
LAST TEN FISCAL YEARS

Fiscal Year Ended April 30	Sewer Revenue Bonds						Water Revenue Bonds					
	Utility Service Charges	Less Operating Expenses	Net Available Revenue	Debt Service Principal	Debt Service Interest	Coverage	Utility Service Charges	Less Operating Expenses	Net Available Revenue	Debt Service Principal	Debt Service Interest	Coverage
2010	$ 865,955	$ 619,866	$ 246,089	$ 365,000	$ 155,509	0.47	$ 574,898	$ 408,547	$ 166,351	$ 80,000	$ 33,500	1.47
2011	890,537	429,813	460,724	370,000	147,753	0.89	588,223	345,400	242,823	85,000	31,500	2.08
2012	872,533	399,185	473,348	380,000	139,891	0.91	615,423	344,897	270,526	85,000	29,375	2.37
2013	906,662	397,646	509,016	385,000	131,816	0.98	509,677	328,624	181,053	90,000	27,250	1.54
2014	962,426	437,541	524,885	395,000	128,178	1.00	616,173	337,723	278,450	90,000	24,813	2.43
2015	956,777	455,791	500,986	405,000	114,524	0.96	676,461	336,268	340,193	90,000	22,562	3.02
2016	1,122,382	446,959	675,423	410,000	105,908	1.31	668,684	403,920	264,764	95,000	20,302	2.30
2017	1,126,124	462,710	663,414	420,000	96,860	1.28	678,387	379,738	298,649	95,000	17,990	2.64
2018	1,264,194	551,385	712,809	430,000	88,991	1.37	696,370	415,517	280,853	100,000	15,744	2.43
2019	1,167,619	402,154	765,465	440,000	78,300	1.48	765,260	347,953	417,307	100,000	11,159	3.75

Note:
Details regarding the City's outstanding debt can be found in the notes to the financial statements. Operating expenses do not include interest or depreciation expense.
Service charges include interest income and operating expenses include transfers out for indirect costs.

CITY OF BOYNE CITY

Table D-1

DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN CALENDAR YEARS

Year	Population (1)	Personal Income	Per Capita Personal Income (1)	Median Age (1)	Unemployment Rate (1)	School Enrollment (2)
2010	3,760	$ 99,696,400	$ 26,515	40.7	6.8	1,272
2011	3,763	94,432,485	25,095	39.1	6.3	1,309
2012	3,759	80,773,392	21,488	35.0	6.2	1,310
2013	3,741	77,513,520	20,720	34.5	6.3	1,317
2014	3,753	90,304,686	24,062	37.4	5.6	1,330
2015	3,766	93,536,142	24,837	41.8	4.6	1,329
*2016	3,742	101,774,916	27,198	42.7	4.5	1,379
*2017	3,742	101,774,916	27,198	42.7	4.5	1,376
*2018	3,742	101,774,916	27,198	42.7	4.5	1,352
*2019	3,747	103,990,491	27,753	42.5	6.0	1,354

Notes

** Data unavailable as of the date of this report. Used most recent data.*

(1) Per American Community Survey (5 year estimates)

(2) Boyne City Public Schools (FTE - October count)

CITY OF BOYNE CITY

Table D-2

PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

	2019			2010		
Employer	**Employees**	**Rank**	**Percentage of Total City Employment**	**Employees**	**Rank**	**Percentage of Total City Employment**
LexaMar Corporation	588	1	32.11%	345	1	19.98%
Precision Edge	190	2	10.38%	-	-	0.00%
Honeywell Precision Aerospace Products	150	3	8.19%	160	2	9.26%
Great Lakes Energy	90	4	4.92%	90	3	5.21%
Industrial Magnetics, Inc.	68	5	3.71%	73	4	4.23%
Jervis B. Webb (Daifuku Webb) Boyne City	52	6	2.84%	60	5	3.47%
Classic Instruments	27	7	1.47%	24	8	1.39%
Temprel	24	8	1.31%	22	7	1.27%
Stiggs Microbrewery	23	9	1.26%	-	-	0.00%
Van Dam Marine Co	17	10	0.93%	15	9	0.87%
Arete	10	11	0.55%	25	6	1.45%

Source: City offices

CITY OF BOYNE CITY

Table E-1

CITY EMPLOYEES BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

	Fiscal Year									
Function/Program	**2019**	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
General government										
Administration										
Full time	7	7	7	7	7	7	7	8	8	8
Part time	1	1	1	1	-	-	1	1	1	1
Finance										
Full time	2	2	2	2	2	2	2	2	2	2
Part time	-	-	-	-	-	-	-	-	-	-
Public works										
Full time	10	10	10	10	10	10	11	11	12	12
Part time	3	3	3	3	3	3	3	3	3	3
Library										
Full time	4	4	4	4	2	2	3	3	3	3
Part time	8	8	7	7	8	8	8	8	8	8
Public Safety										
Police										
Full time	8	8	8	8	8	8	8	8	8	8
Part time	2	2	2	2	2	2	2	2	2	2
Fire										
Full time	-	-	-	-	-	-	-	-	-	-
Part time	22	22	24	22	22	22	22	22	22	22
Total	67	67	68	66	64	64	67	68	69	69

Source: City clerk's office

CITY OF BOYNE CITY

Table E-2

OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

	Fiscal Year									
Function/Program	**2019**	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Police										
Arrests	103	103	128	68	136	132	149	141	125	84
Accident responses	107	107	130	127	190	154	170	144	145	149
Fire/EMS										
Fire calls	203	185	204	155	188	172	154	241	155	162
Rescue calls	5	4	4	4	8	3	2	4	3	3
Patient care responses	1,195	1,054	1,112	945	932	938	953	886	787	801
Public works and streets										
Street resurfacing (in miles)	-	2.57	2.57	2.50	2.90	3.70	3.20	2.60	3.00	2.40
Culture and recreation										
Library books	38,938	46,000	42,000	42,890	42,890	41,500	38,880	38,771	37,180	34,830
Sewer system										
Number of service connections	1,651	1,651	1,651	1,651	1,643	1,638	1,628	1,628	1,627	1,626
Daily average treatment in millions of gallons	0.697	0.671	0.662	0.670	0.673	0.677	0.499	0.394	0.391	0.525
Water system										
Number of service connections	1,818	1,748	1,748	1,748	1,741	1,736	1,726	1,726	1,725	1,724
Daily average consumption in millions of gallons	0.705	0.689	0.778	0.807	0.806	0.715	0.632	0.656	0.621	0.558

Source: Various City departments

CITY OF BOYNE CITY

Table E-3

CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

	Fiscal Year									
Function/Program	**2019**	**2018**	**2017**	**2016**	**2015**	**2014**	**2013**	**2012**	**2011**	**2010**
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	3	3	3	3	3	3	3	3	3	3
Fire										
Stations	1	1	1	1	1	1	1	1	1	1
Emergency response vehicles	8	8	7	7	7	7	7	7	7	7
Public works and streets										
Buildings	26	26	26	27	26	26	26	26	26	26
Miles of streets	36.33	36.33	36.33	36.33	36.33	36.33	36.33	36.33	36.33	36.10
Number of street lights	309	309	309	309	309	300	294	284	270	258
Culture and recreation										
Park acreage	518	514	514	514	514	514	514	514	514	514
Sewer system										
Miles of sanitary sewers	32.91	32.91	32.91	32.91	30.91	30.91	30.91	30.91	30.91	30.91
Miles of storm sewers	22.80	22.80	22.80	22.80	22.00	22.00	21.60	21.60	21.10	21.10
Maximum daily capacity in millions of gallons	0.662	0.662	0.662	0.670	0.619	0.677	0.499	0.394	0.391	0.525
Water system										
Miles of water mains	35	35	35	35	35	35	35	35	35	35
Fire hydrants	271	271	271	271	271	271	271	271	271	271
Maximum daily capacity in millions of gallons	0.778	0.778	0.778	0.750	0.750	0.750	0.750	0.750	0.750	0.750

Source: City finance office

CITY OF BOYNE CITY

To: Michael Cain, City Manager

From: Scott McPherson, Planning Director

Date: November 12, 2019

Subject: Storm Water Control Ordinance Second Reading

Background

Prior to 2006 Charlevoix County administered and regulated storm water through the Charlevoix County Storm Water Management Ordinance. The County subsequently repealed the ordinance in reaction to an Attorney General opinion that stated counties could not enact storm water ordinances as that power had not been specifically provided by the State. The opinion further stipulated that cities and townships did have the authority to adopt a storm water ordinance. In the years following the repeal, the County, working through the Michigan Townships Association, with the assistance of Tipp of the Mitt Watershed Council, developed a new storm water control ordinance which the County agreed to administer and enforce for all communities that chose to adopt the ordinance. In 2012 the majority of the townships had adopted the ordinance and had entered into intergovernmental agreements with the County. The proposed ordinance was brought to the Boyne City City Commission in August of 2012 for their consideration, however, the Commission had concerns that the ordinance did not sufficiently consider the unique aspects of the City as compared to rural township in regards to storm water systems and control. Given these concerns the City decided not to adopt the ordinance as proposed. It is my understanding the Cities of Charlevoix and East Jordan also chose not to adopt the ordinance citing similar concerns.

Discussion

While the City of Boyne City did not adopt the proposed storm water control ordinance as proposed, the control and treatment stormwater has been and continues to be a top concern and priority. The City, on its own initiative and expense, has installed and improved storm water control and treatment systems throughout the City. And while not required, developers have voluntarily abided by the storm water control standards of the ordinance. However, given the increasing development pressure, the value and importance of having an enforceable ordinance in place is recognized. In 2013, as part of the SAW grant application, funding was designated for the development of a City storm water ordinance. After the grant was awarded three years later, the City began working on developing a new ordinance. Working with Tipp of the Mitt Watershed Council and partnering with the Cities of East Jordan and Charlevoix, a new ordinance was developed. The draft ordinance has been reviewed and is fully supported by Dr. Grenetta Thomassey, Director of Watershed Policy, Tipp of the Mitt Watershed Council, (see attached letter of support) and has been submitted to Charlevoix County Board of Commissioners, who have tentatively agreed to administer and enforce the ordinance pending review by their legal counsel. The proposed ordinance was presented to the Boyne City Planning City Commission at its September 16, 2019, and the ordinance was unanimously recommended for adoption. The proposed ordinance has been provided to the Cities of East Jordan and Charlevoix and both are communities are moving forward with adoption of the Ordinance.

Process

The proposed ordinance was submitted to the City Commission for a First Reading on October 8, 2019 and was scheduled for a second reading. As required by the Boyne City Charter, ordinances cannot be adopted until at least one month after the meeting it is introduced and the ordinance was scheduled for a second reading on November 12, 2019. If adopted by the Commission the ordinance will become effective 15 days after publication.

Recommendation

Approve City of Boyne City Storm Water Management Ordinance as proposed.

Options

1. Do not approve.
2. Refer proposed ordinance back to staff for further review or changes.
3. Other action as the Commission deems appropriate.

City of Boyne City
Code of Ordinances Chapter 26
Article VI. Storm Water Management

THE CITY OF BOYNE CITY ORDAINS:

Section 26-151. Purpose

The purpose of this Ordinance is to supplement Michigan Public Act 451 of 1994, as amended, for the more stringent regulation of storm water discharges originating within the City; to provide a set of regulations for storm water management; and to provide rules and guidelines to facilitate enforcement thereof.

Section 26-152. Objectives

The objective of this Ordinance is to accomplish, among other things, the following:

1. To manage storm water runoff resulting from earth changes occurring within the City of Boyne City, both during and after development.

2. To ensure that future development provides measures to manage the quantity and quality of storm water runoff originating from the property so that surface water and groundwater quality is protected and flooding potential is reduced.

3. To preserve and use the natural drainage system for receiving and conveying storm water runoff and to minimize the need to construct enclosed, below grade storm drain systems.

4. To preserve natural infiltration and the recharge of groundwater and to maintain subsurface flows which replenish lakes, streams and wetlands.

5. To ensure that storm water management systems are incorporated into site planning at an early stage of the planning and design process.

6. To minimize the need for costly maintenance and repairs to roads, embankments, ditches, streams, lakes, wetlands and storm water management facilities which are the result of inadequate storm water control.

7. To reduce long-term expenses and remedial projects which are caused by uncontrolled storm water runoff.

8. To encourage the design and construction of storm water management systems which serve multiple purposes, including but not limited to flood prevention, water quality protection, wildlife habitat preservation, education, recreation and wetlands protection.

9. To minimize the impact of development on downstream properties and to preserve the biological and structural integrity of existing watercourses.

10. To allow for off-site storm water management facilities and measures if such proposals meet the requirements of these regulations.

11. To assure that all storm water management facilities will be properly designed, constructed and maintained in accordance with a uniform set of standards.

12. To provide for enforcement of this Ordinance and penalties for violations.

Section 26.153. Ordinance Administration

The City of Boyne City shall designate an Enforcing Agent ("Agent") to administer and enforce the Ordinance. The City may enter into an inter-local agreement with Charlevoix County which will permit the Charlevoix County Soil Erosion and Sedimentation Control Officer to be the Agent for this Ordinance.

Section 26-154. Exclusive Storm Water Regulation Provision

To the extent that this storm water ordinance is in conflict with any previously adopted ordinance within the City, the intent is to have this storm water ordinance supersede any other storm water regulations that may have been previously adopted or included as a portion of other local ordinances or zoning provisions. If any conflicts arise, the City shall either repeal or amend such other ordinances to make this Ordinance the exclusive regulation.

Section 26-155. Repeal

Any non-zoning regulation inconsistent with the storm water regulations contained in this Ordinance is hereby repealed to the extent of such inconsistency.

Section 26-156. Rules Applying to Text in this Ordinance

When not inconsistent with the context, the present tense includes the future; words used in the singular include the plural. The word "shall" is understood to be mandatory, and the word "may" is merely suggestive.

Section 26-157. Definitions General

This Article sets forth the definitions of certain terms used within the Ordinance which have a meaning specific to the interpretation of the text of the Ordinance.

Section 26-158. Undefined Words

Any word not defined herein shall first be interpreted as defined within Part 91, Public Act 451 of 1994, as amended, and where not defined there, shall be interpreted within its common and approved usage.

Section 26-159. Definitions

The following terms and phrases shall have the meaning given herein, unless the context otherwise requires:

AGENT: Person designated by the City of Boyne City for administration and enforcement of the Ordinance.

APPEALS BOARD: The public body which is charged with the responsibility to consider and decide appeals from decisions made by the Agent in administering and enforcing this Ordinance.

APPEALS BOARD CLERK: The individual who is charged with the responsibility to process appeals to the Appeals Board pursuant to Article VIII of this Ordinance.

APPLICANT: The landowner, or his duly authorized agent, for the property upon which a regulated earth change is proposed, and who has submitted an application for a Storm Water Management Permit.

CHANNEL: The portion of a stream which conveys normal flows of water, or a ditch or other conveyance structure excavated for the flow of water.

COMMERCIAL DEVELOPMENT: An activity, action or alteration of property that is proposed for the purpose of a commercial activity, such as retail sales, professional offices, multi-family residential structures of three or more units, or any other purpose which includes access by the public for conducting business. Activity, action or alteration of property by the City is not commercial development.

CONVEYANCE FACILITY (STRUCTURE): A surface or subsurface structure, pipe or channel which transports storm water from one location to another.

COUNTY DRAIN: Drains established and/or constructed pursuant to the Michigan Drain Code (Act 40 of 1956, as amended).

DESIGN STANDARD (OR ENGINEERING DESIGN STANDARD): A specification or set of specifications that prescribes the methodology for developing storm water management facilities based upon a uniform set of standards, calculations, and procedures.

DESIGN STORM: A hypothetical rainfall event that is developed as a statistical relationship between actual rainfall intensity-duration-frequency data for the purpose of modeling the effectiveness of a given drainage system.

DETENTION BASIN (POND): A structure or facility, natural or artificial, which stores storm water on a temporary basis and releases it at a controlled rate to another water course, wetland, conduit or drain. A detention basin may drain completely after a storm event (dry detention basin) or it may be a body of water with a fixed minimum and maximum water elevation between runoff events (wet detention basin).

DISCHARGE: The rate of flow of water through an outlet structure at a given point and time, typically measured in cubic feet per second (cfs) or gallons per minute (gpm).

DISTURBED AREA: An area of land subjected to erosion due to the removal of vegetative cover and/or earthmoving activities, including filling.

DRAINAGE: The interception and removal of water (groundwater or surface water) by natural or artificial means.

DOWNSTREAM PROPERTIES: Down gradient lands and waters which receive storm water runoff and other surface water flows from the applicant's property and are often subjected to the cumulative impact of upstream development.

DRAINAGE SYSTEM: All facilities, channels and areas which serve to convey, filter, store and/or receive storm water, either on a temporary or permanent basis.

EARTH CHANGE: A human-made change in the natural cover or topography of land, including cut and fill activities, which may result in or contribute to soil erosion or sedimentation of the waters of the state. The term "earth change" as used in this Ordinance shall not apply to the practice of plowing and tilling soil for the purpose of crop production.

FLOOD: An overflow of surface water onto lands not normally covered by water. Floods have these essential characteristics: the inundation of land is temporary and results from unusually heavy precipitation and the land is inundated by overflow from a lake, pond, stream and/or wetland, or is flooded by natural runoff.

FLOODPLAIN: The area of land adjoining a lake or stream which is inundated when the flow exceeds the capacity of the normal watercourse. For mapping purposes, floodplains are as designated in the National Flood Insurance Program Flood Insurance Rate Maps for the City of Boyne City effective May 16, 2019 (as amended).

GRADING: Any stripping, clearing, stumping, excavating, filling, stockpiling or any combination thereof, including the land in its excavated or filled condition.

GRUBBING: To clear (ground) of roots and/or stumps.

IMPERVIOUS AREA: Surfaces that do not readily allow rainfall to infiltrate into the soil; examples include but are not limited to: roof area, paved or gravel driveways, parking areas, roads (both asphalt and gravel), or areas of heavy clay soils.

INDUSTRIAL USE: Any manufacturing, processing, fabrication, maintenance assembly, printing or improvement of articles or merchandise, warehousing, wholesaling, storage, or activities related to mineral extraction and processing; and other business enterprises not classified as commercial.

INFILTRATION: The downward movement or seepage of water from the surface into the subsoil and/or groundwater. The infiltration rate is expressed in terms of inches per hour.

MAINTENANCE AGREEMENT: A binding agreement between the landowner and the City, which sets forth the location and design of best management practices as well as terms and requirements for storm water and erosion management facility maintenance, recorded with the Charlevoix County Register of Deeds.

OFF-SITE FACILITY: Storm water management facility which is located partially or completely off the applicant's subject property.

ORDINARY HIGH WATER MARK: The line between upland and bottomland which persists through successive changes in water levels, below which the presence and action of the water is so common or recurrent that the character of the land is marked distinctly from the upland and is apparent in the soil itself, the configuration of the surface of the soil and the vegetation. On an inland lake which has a level established by law, it means the ordinary high established level. Where water returns to its natural level as the result of the permanent removal or abandonment of a dam, it means the natural ordinary high water mark.

OUTFALL: The point where storm water flows out from a conduit, drain or stream.

PEAK DISCHARGE RATE (PEAK FLOW): The maximum calculated rate of storm water flow at a given point in a channel, watercourse, or conduit resulting from a predetermined frequency storm or flood, measured in cubic feet per second (cfs).

PERSON: Any individual, firm, partnership, association, public or private corporation, company, organization or legal entity of any kind, including governmental agencies.

REGISTERED PROFESSIONAL: One following licensed professionals: State of Michigan Licensed Engineer, Land Surveyor, Architect and/or Landscape Architect.

RETENTION BASIN: A wet or dry storm water holding area, either natural or manmade, which does not have any outlet to adjoining watercourses or wetlands other than an emergency spillway.

SITE: Any tract, lot, or parcel of land or combination of tracts, lots or parcels of land proposed for development.

STOP WORK ORDER: A notice for cessation of activity issued by the Agent to any person engaged in an activity in violation of this Ordinance including, but not limited to, grading and development activities.

STORM WATER MANAGEMENT FACILITIES: Any structure, ditch, swale, facility, barrier, berm, vegetative cover, basin or other measure which serves to manage storm water.

Temporary Measures: Installations designed to manage storm water runoff during development or until soils in the contributing drainage area are stabilized.

Permanent Measures: Installations designed to manage storm water runoff after development is completed.

STORM WATER MANAGEMENT PERMIT: Written approval along with supporting documentation and storm water management plan that is executed by the Agent and issued under the provisions of this Ordinance authorizing the applicant to engage in specified earth changes.

STORM WATER MANAGEMENT PLAN: Maps and written information prepared in accordance with specific standards identified within the Ordinance for a proposed land use or earth change. The storm water management plan describes the way in which storm water runoff will be managed during and after completion of the proposed development.

STORM WATER RUNOFF: Excess water that does not infiltrate the soil, but instead flows over the surface of the ground or is collected in channels, watercourses or conduits and transported over a given drainage area.

STREAM: A moving body of water that has definite banks, a bed and visible evidence of a continued flow or continued occurrence of water. See Public Act 451 of 1994, as amended, Part 301, Inland Lakes and Streams Section 324.30101, Subparagraph E, as amended.

SWALE: Low lying grassed area with gradual slopes which transports storm water, either on site or off site.

WATERSHED: A land area, also known as a drainage area, which collects precipitation and contributes runoff to a receiving body of water or point along a watercourse.

Section 26-160. Regulated Activities & Permit Requirements

Except as otherwise provided in this Ordinance, all earth changes described below shall be regulated activities and shall require a Storm Water Management Permit from the Agent, pursuant to Section 3.2 of this Ordinance:

1. Industrial and commercial development regardless of the size or location, with the following exception:

   A proposal for redevelopment or alteration of an existing commercial or industrial site with a maximum total increase of ten percent (10%) of the impervious surface in existence on May 8, 2018, or 4,356 square feet, whichever is less, shall not be required to meet the design standards of this Ordinance. Greater than a ten percent (10%) increase in the impervious surface in existence on May 8, 2018, or more than 4,356 square feet of

additional impervious surface shall require storm water management measures in accordance with the design standards of this Ordinance for the entire increase.

2. All subdivision developments as defined by Section 102 of Public Act 288 of 1967, as amended, regardless of size, location or environmental sensitivity.

3. All site condominium developments or condominium developments as defined by Public Act 59 of 1978, as amended, Section 559.101 et seq. of the Michigan Compiled Laws regardless of size, location or environmental sensitivity.

4. A mobile home park, manufactured housing development, or campground.

5. Private roads which either provide access to five (5) or more parcels, are more than five hundred (500) feet in length, and/or have a grade of ten percent (10%) or greater.

6. A private driveway that is at a ten percent (10%) grade or greater, sloping down toward the intersecting road.

7. Public road and facility projects of the City are not classified as regulated activities and are exempt from the permitting requirements of this Ordinance.

Section 26-161. Permit Requirements

For purposes of this Ordinance, a Storm Water Management (SWM) Permit for regulated activities as identified in Section 3.1 is required before any earth changes commence. The SWM Permit requirements are independent of any other regulations governing the proposed earth change, such as soil erosion regulations or zoning requirements, which may require additional permitting through other enforcing agencies. The granting of a SWM Permit shall authorize only such earth changes for which the permit has been issued, and shall not be deemed to approve any development as a whole, or any other land use activities.

Section 26-162. Permit Application Submittal

1. An application for a SWM Permit shall be submitted on the form provided by the Agent, signed by the landowner or his/her duly authorized agent, and shall include a storm water management plan, prepared in accordance with Article IV, along with the appropriate permit and review fees, prior to being considered by the Agent as an administratively complete application. The Agent may request additional storm water management plans or supporting documentation at his/her discretion during the permit review process.

2. The application for a SWM Permit shall be made, reviewed and approved prior to the start of any earth change including construction of access roads, driveways, grubbing or grading. Permit approval shall be given prior to the initiation of any work activity. Any unauthorized work shall be considered a violation of this Ordinance subject to enforcement actions under Article VII regardless of any later actions taken toward compliance. Soil test borings including those utilizing reasonable backhoe test excavation, vegetative cutting for land surveys, percolation tests and normal maintenance shall not be considered a start of work under these regulations.

Section 26-163. Plan Preparation by a Registered Professional

Following the calculation of pre- and post-development (or increase in development) stormwater runoff, if 100% of this increased storm water will not be retained on-site in a stormwater retention basin, the storm water management plan shall be prepared by a registered professional as defined by this ordinance. The agent may waive this requirement for regulated activities on a single family dwelling site when the agent finds that, considering the size, location, or natural discharge of the stormwater runoff, a storm water management plan is not reasonably required to accomplish the objectives of this ordinance.

Section 26-164. Sequential Applications

1. On development proposals which are so large or complex that a storm water management plan encompassing all phases of the project cannot reasonably be prepared prior to initial ground breaking, an application for a sequential SWM Permit, based on successive major incremental earth change activities may be allowed. Requests for sequential applications shall be approved by the Agent prior to submittal of the initial SWM Permit application.

2. Approval of sequential applications shall take place in two phases. First, the overall conceptual plan for the entire development shall be submitted for review and approval. Second, detailed plans for each phase of the total project shall be submitted for review and approval.

3. All permits processed and issued for phases of a project shall be clearly defined as to the nature and extent of work covered for that phase. Each phase of the project must be reviewed and permitted individually prior to construction.

Section 26-165. Permit Application Review

The application review period begins upon receipt of an administratively complete application submittal. The Agent shall act upon an application for an earth change permit involving five (5) acres or less of disturbed area within fifteen (15) calendar days. An application for all other regulated projects shall be acted upon within thirty (30) calendar days.

Section 26-166. Permit Approval or Disapproval

1. If the Agent determines that the proposed storm water management plan complies with the standards in this Ordinance, a permit shall be issued specifying the work approved, along with any supplemental conditions. If the proposed storm water management plan does not comply with these standards, the permit request shall be modified by the applicant or denied. When necessary, the Agent may request additional information from the applicant upon which to base the permit decision.

2. The Agent shall notify the applicant in writing if the application is denied, citing the reasons for the denial.

3. The Agent shall notify the City after a permit decision has been made.

4. Upon written request, the Agent shall furnish any interested party with a statement in writing, detailing the reasons for permit denial or approval.

Section 26-167. Permit Expiration or Revocation

1. SWM Permits shall terminate automatically upon completion of the project or one (1) year from the date of issuance, whichever occurs first. The applicant may request a one-year extension, which shall be reviewed and shall be granted by the Agent if he/she finds good cause for the extension and that the SWM regulations governing the proposed development have not changed since the date the SWM Permit was first approved.

2. A SWM Permit issued by the Agent under this Ordinance may be revoked or suspended, subject to the provisions of Article VII, for any of the following causes:

    a. A violation of a condition of the permit.

    b. Obtaining a permit by misrepresentation or failure to fully disclose relevant facts in the application or storm water management plan.

    c. A change in a condition that requires a temporary or permanent change in the activity.

Section 26-168. Permit Revisions

Revisions to an approved SWM Permit, permit condition, or approved storm water management plan must first be approved by the Agent. The applicant shall make a written request for the proposed revision(s) to the Agent, including any supporting documentation that the Agent may require as a basis for making a decision regarding the proposed revision. Proposed revisions do not take effect until approved by the Agent, and construction of unapproved plan revisions may be subject to enforcement action.

Section 26-169. Administrative Fee Schedule

1. All fees applicable under this Ordinance shall be specified in a fee schedule determined from time to time by resolution of the legislative body of the City and maintained in the Agent's office.

2. Permit fees shall be directly related to the actual costs of administering the SWM Permit program, including design review, site inspection, enforcement and permit administration.

3. A printed fee schedule shall be made available by the Agent.

4. If the Agent determines that the basic fees will not cover the actual costs of the application review, or if the Agent determines that review of the application and/or participation in the review process by qualified professional planners, engineers, attorneys, or other professionals is necessary or advisable, then the applicant shall deposit with the Agent such additional fees in an amount determined by the Agent equal to the estimated additional costs. The additional fees shall be held in escrow in the applicant's name and shall be used solely to pay these additional costs. If the amount held in escrow becomes less than ten percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and review of the

application is not completed, then the Agent may require the applicant to deposit additional fees into escrow in an amount determined by the Agent to be equal to the estimated costs to complete the review. Failure of the applicant to make any escrow deposit required under this Ordinance shall be deemed to make the application incomplete thereby justifying the denial of the application. Any unexpended funds held in escrow shall be returned to the applicant following final action on the application. Any actual costs incurred by the Agent in excess of the amount held in escrow shall be billed to the applicant and shall be paid by the applicant prior to the release of a final decision on the application.

Section 26-170. Penalties for Initiating Earth Change Activities without a Permit

Any earth change activity, subject to regulation under this Ordinance, which has commenced without a valid permit, is not proceeding in accordance with an issued SWM Permit, or is in violation of a permit condition shall be considered a violation of this Ordinance and subject to the provisions of Article VII of this Ordinance.

Section 26-171. Storm Water Management Plan Requirements

A storm water management plan shall be prepared for any regulated earth change subject to SWM Permit requirements. The plan shall be designed to effectively manage the runoff from the site to not more than the rate and volume prior to development. Pretreatment of runoff shall be required if deemed necessary by the Agent. Administratively complete plans shall include the following:

1. A map or maps at a scale of not more than two hundred (200) feet to the inch or as otherwise determined by the Agent, including the following:

    a. A legal description

    b. Site location sketch which includes the proximity of any proposed earth change to lakes, streams, and wetlands

    c. Predominant land features

    d. Contours at not more than 2-foot intervals, or slope description.

2. A written description of the soil types of the exposed land area contemplated for the earth change.

3. A description and the location of the physical limits of each proposed earth change.

4. Location of all lakes, streams, and wetlands partially or completely contained within the boundaries of the site or within fifty (50) feet of the site boundary to the extent that the property owner has the ability of depicting the same.

5. A description and the location of all existing and proposed on-site storm water management facilities and measures.

6. The timing and sequence of each proposed regulated earth change.

7. A description and the location of all proposed temporary storm water facilities and measures.

8. A description and the location of all proposed permanent storm water facilities and measures.

9. Pre and post development storm water calculations.

10. A program for the continued maintenance of all permanent storm water facilities and measures.

11. Other information which the Agent requires to review the impact of the proposed earth change in relationship to the standards and requirements of this Ordinance.

Section 26-172. Site Condominium & Subdivision Requirements

Applicants for site condominium or subdivision plat approval shall submit the same information as in Section 4.1 of this Ordinance and may need to submit additional relevant information including but not limited to the following: off-site watershed boundaries, existing and proposed easements, and proposed drainage system including water movement onto and out of the proposed development.

Section 26-173. General Standards for Approval of Storm Water Management Plans

Approval of a storm water management plan shall be based upon the following general provisions:

1. The Agent shall approve or disapprove storm water management permit applications and plans in accordance with the provisions of this Ordinance and the design standards included and/or referenced in Appendix A.

2. All regulated earth changes subject to review under the requirements of this Ordinance shall be designed, constructed and maintained to provide for the retention/detention of storm water runoff and to protect water quality.

3. Measures required for storm water shall take into consideration natural features, proximity of the site to lakes, streams and wetlands, extent of impervious surfaces, potential for flooding, and the size of the site.

4. Alteration to natural drainage patterns shall not create downstream or off-site flooding.

5. Storm water management plans shall be designed in accordance with the specific design criteria included as "Design Standards", attached and made a part of this Ordinance as Appendix A.

6. All storm water management plans and maintenance agreements shall be recorded with the Charlevoix County Register of Deeds by the Agent, at the expense of the applicant.

7. Storm water management facilities shall be constructed, operated and maintained on the applicant's property, without impact or degradation to downstream conveyance structures or properties. However, the applicant may request a waiver from the requirements for on-site storm water management by written petition to the Agent with the SWM Permit application.

Where a request is made for off-site storm water management, the request shall comply with the following general criteria:

a. Off-site storm water management areas may be shared between two or more property owners or developments, provided that maintenance agreements have been approved by the Agent and storm water management easements have been obtained and recorded with the Charlevoix County Register of Deeds by the Agent, at the expense of the applicant.

b. The storm water management easement shall contain language stating that the easement shall exist as long as said development exists and shall not be modified or terminated without the prior written authorization of the Agent. The Agent may only approve a modification or termination of this easement upon a determination that alternative means are available and will be used to improve the handling and disposition of storm water generated from the development or redevelopment of the site.

c. Easements within drainage districts shall require prior approval of the Drain Commissioner.

d. Storm water management plan requirements specified in Section 4.3 and the Design Standards included as Appendix A of this Ordinance shall be used as the basis for reviewing off-site storm water management proposals.

Section 26-174. Maintenance, Inspection & Access

All temporary storm water management facilities shall be maintained and inspected during the life of the facility to provide adequate protection against adverse impacts from storm water runoff. Permanently installed storm water management facilities shall be routinely inspected and maintained by the property owner or designated qualified party to ensure the continued and proper operation of the facility for the protection of downstream properties.

Section 26-175. Maintenance Requirements

Where maintenance is required, it shall be performed in accordance with the following general provisions, as well as any specific conditions that may be included with the SWM Permit.

1. All storm water management facilities and measures shall be maintained in accordance with permit conditions.

2. The person(s) or organization(s) responsible for maintenance shall be designated in the storm water management plan or the permit application submitted to the Agent. Options may include:

    a. The owner(s) of the property.

    b. Property owners association or other designated qualified party as determined by the Agent, provided that provisions for financing necessary maintenance are included in deed restrictions or other contractual agreements.

3. Maintenance agreements may be required by the Agent when the average annual cost of maintenance is reasonably expected to exceed $500 per year and shall be required for all site condominium and subdivision plat proposals. When required, maintenance agreements shall specify responsibilities for financing maintenance and emergency repairs, including but not limited to the procedures specified in Sections 5.3 and 5.4 and Article VI of this Ordinance.

4. The Agent is not required to accept the applicant's desired responsible party for maintenance purposes in a given situation. Natural features, proximity of site to lakes, streams and regulated wetlands, extent of impervious surfaces, size of the site and potential need for ongoing maintenance activities will be considered when making this decision, as well as the overall complexity of the storm water management facilities. Where deemed necessary by the Agent, third party maintenance may be required for the adequate protection of sensitive sites, or complex storm water management facilities.

Section 26-176. Inspections

1. The Agent, or his/her authorized agent, shall have the right to conduct on-site inspections of the storm water management facilities to verify compliance with the requirements of this Ordinance, including that maintenance is being performed as required by this Ordinance. Any such inspections may take place before, during, and after any earth change activity has occurred for which a permit has been issued. The Agent or his/her authorized agent shall exercise this right to inspection by written consent of the person having the right to possession of the property, or by administrative search warrant issued by a court of competent jurisdiction. Submission of an application for a permit under this Ordinance shall be deemed as providing written consent for the Agent to conduct on-site inspections of the storm water management facilities.

2. If upon inspection, existing site conditions are found not to be as stated in the permit or approved storm water management plan, the permit may be revoked. No earth disrupting work shall be undertaken or continued, except preventative storm water measures as authorized by the Agent, until revised plans have been submitted and a valid permit issued.

3. Requests for revisions must be submitted to and approved by the Agent in writing before being effective unless approved by the Agent on site. If a change is approved on site, the following shall occur:

    a. The Agent shall provide written verification of a change and/or revision.

    b. The permit holder shall provide updated drawings, calculations, etc. to reflect the changes and/or revisions.

Section 26-177. Storm Water Management Easements

1. If any portion of the storm water management facilities will be located on property other than the property on which the storm water will originate, then the owner of the property on which the storm water will originate shall obtain a storm water management easement from the owner of the property on which all or a portion of the storm water management facilities will be located. The storm water management easement shall define the scope of the easement to include at a minimum

the legal right of the owner of the property on which the storm water will originate to access the property on which the storm water management facilities will be located for the purpose of installing, inspecting, and maintaining the storm water management facilities; shall run in perpetuity with the land benefitted by the easement, or until the storm water management facilities are removed, whichever is sooner; and shall be recorded in the office of the Charlevoix County Register of Deeds.

2. A recorded copy of the storm water management easement shall be filed with the Agent prior to the issuance of a SWM Permit.

3. The recorded storm water management easement shall not be revoked, terminated, reconveyed, or amended without the prior written authorization of the Agent. Any such extinguished or revised storm water management easement shall be recorded in the office of the Charlevoix County Register of Deeds, and a recorded copy shall be filed with the Agent.

Section 26-178. Performance Guarantees

1. Applicants proposing subdivision plats, site condominiums, private road construction projects, or other developments identified by the Agent with a high potential for storm water management problems may be required to post a cash escrow, letter of credit, or other acceptable form of performance security in an amount sufficient to assure the installation and completion of the storm water management plan.

2. Letters of credit shall extend for a minimum of one (1) year with the option of renewal. Money held in escrow, cash deposits, and/or certified checks will be returned to the applicant when the site is completely stabilized to meet requirements set forth by the Agent, and as-built plans of the site, sealed by a State of Michigan Licensed Professional Engineer, are submitted to the Agent.

Section 26-178. Construction Certification by a Registered Professional

1. For any sites that require a professionally prepared site plan in accordance with Section 3.4, a certification letter shall be submitted after any storm water management facilities have been installed to affirm that construction has been completed in accordance with the approved storm water management plan. Unless this Ordinance requires certification by a State of Michigan Licensed Engineer as provided later in this section, the certification letter can be prepared by a registered professional as defined by this ordinance.

2. If there are changes during the course of construction, the Agent may require final "as-built" drawings for final approval of the site work.

3. "Changes during construction", as used in this Section, includes, but is not limited to: unanticipated soil conditions, elevation, acts of God, or other changes in circumstances not anticipated during the initial application process.

4. Sites Where Certification by a State of Michigan Licensed Engineer is Mandatory

    a. Certain activities listed under the Michigan Natural Resources and Environmental Protection Act (Public Act 451 of 1994, as amended).

i. Part 23, Pretreatment

ii. Part 31, Floodplain iii. Part 41, Sewage Systems iv. Part 111, Solid Waste

v. Part 115, Hazardous Waste

vi. Part 307, Inland Lake Levels

vii. Part 309, Inland Lake Improvements viii. Part 315, Dams

b. Certain activities listed under the U.S. Environmental Protection Agency, Title 40 of the Code of Federal Regulations.

i. Part 112, Spill Prevention, Control and Counter Measures

ii. Part 122, Storm Water Pollution Prevention Plan (SWPS)

Section 26-179. Letter of Compliance

Upon receipt and approval of the certification letter, the Agent shall issue a letter of compliance to the property owner.

Section 26-180. Stop Work Orders

1. If necessary to assure compliance with the permit requirements, standards, and other provisions of this Ordinance or to protect public health, safety and/or welfare, the Agent may issue a stop work order for the purpose of preventing uncontrolled storm water, or other conditions posing imminent and substantial danger to public health, safety, welfare or natural resources.

2. The stop work order, when issued, shall require all specified storm water activities to be stopped. A copy of the stop work order shall immediately be submitted to other state and local agencies with regulatory jurisdiction. Said order shall describe the specific alleged violation and the steps deemed necessary to bring the project back into compliance.

3. If the Agent determines that storm water violations have or will reasonably occur from a parcel of land in violation of this Ordinance, it may seek to enforce the Ordinance by notifying the person who owns the land by mail, with return receipt requested, of its determination. The notice shall contain a description of specific storm water measures which, if implemented by the property owner, would bring the property owner into compliance.

Section 26-181. Enforcement

1. Any person who violates any provision of this Ordinance shall be responsible for a municipal civil infraction as defined in Public Act 12 of 1994, amending Public Act 236 of 1961, being Sections 600.101-600.9939 of Michigan Compiled Laws and shall be subject to a fine of not more than Five Hundred and 00/100 Dollars ($500.00). In addition, any person found responsible for a municipal

civil infraction may be subject to an enforcement order issued by the District Court Judge requiring remedial action to bring the property into compliance with this Ordinance.
Each day this Ordinance is violated shall be considered as a separate violation.

2. The Agent and any other person designated by the legislative body of the City are hereby designated as the authorized officials to issue municipal civil infraction citations directing alleged violators of this Ordinance to appear in court.

3. A violation of this Ordinance is hereby declared to be a public nuisance or a nuisance per se and is declared to be offensive to the public health, safety and welfare.

4. In addition to enforcing this Ordinance through the use of a municipal civil infraction proceeding, the Agent may initiate proceedings in the Circuit Court on behalf of the City, to abate or eliminate the nuisance per se or any other violation of this Ordinance.

Section 26-181 Emergency Action

1. Where necessary to protect public safety or water resources, including lakes, streams, regulated wetlands, and other receiving bodies of water, the Agent, through a Circuit Court abatement proceeding, may seek a temporary restraining order or preliminary injunction from the court authorizing entry onto private property for the purpose of initiating emergency action to abate imminent and substantial danger and risk.

2. Except as otherwise provided through maintenance agreements, the property owner shall reimburse the City and/or Charlevoix County for all expenses incurred as a result of the emergency action, including but not limited to reasonable attorneys fees, administrative costs, and the costs of any remedial action taken to abate the emergency condition.

Section 26-182. Creation of Appeals Board

An Appeals Board is hereby created which shall consist of five (5) members. The membership and organizational structure of the Appeals Board shall be determined by the City. When discharging its duties under this Ordinance, the Appeals Board shall comply with all requirements of the Open Meetings Act, being Act 267 of the Public Acts of 1976, as amended. The Appeals Board Clerk shall be responsible for providing all required notices for Appeals Board hearings and for taking the minutes of the Appeals Board hearings.

Section 26-183. Right of Appeal

Any person aggrieved by the action or inaction of the Agent related to this Ordinance may appeal to the Appeals Board. Such appeal shall be made in writing and shall be filed with the Appeals Board Clerk within thirty (30) calendar days of the decision that is being appealed. Any appeal that is not filed in a timely manner shall be dismissed by the Appeals Board. The written appeal shall state the order, requirement, decision, or determination that is being appealed, the sections of this Ordinance that relate to the appeal, and those facts relevant to the appeal, which support the basis for the appellant's claim.

Section 26-184. Appeals Process

Upon receipt of an appeal, the Appeals Board Clerk shall direct the Agent to transmit to the Appeals Board a summary report of all previous action taken on the subject of the appeal, a copy of any permits issued, and the appellant's written statement. The Appeals Board will then adhere to the following general process:

1. Within fifteen (15) calendar days of receiving a completed application, the Appeals Board Clerk shall schedule a hearing date before the Appeals Board. The Appeals Board Clerk shall send a written notice specifying the time, date, and place of the Appeals Board hearing to the appellant and to all land owners within three hundred (300) feet of the subject parcel and shall publish a copy of the hearing notice in a newspaper of general circulation within the City where the subject property is located. The notice shall be mailed and published no less than fifteen (15) days before the scheduled hearing. The Appeals Board shall hold the hearing within sixty (60) calendar days from receipt of a completed application.

2. The appellant shall deposit with the Appeals Board Clerk when the appeal is filed the required fee, as specified in the fee schedule adopted under Section 3.10.1 of this Ordinance. The fee shall be used to cover the cost of handling said appeal including compensation for Appeals Board members and associated administrative costs.

3. If the Appeals Board Clerk determines that the basic fee will not cover the actual costs of the appeal, then the appellant shall deposit with the Appeals Board Clerk such additional fees in an amount determined to be equal to the estimated additional costs, including costs which may be incurred by the Agent. The additional fees shall be held in escrow in the appellant's name and shall be used solely to pay these additional costs. If the amount held in escrow becomes less than ten percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and the appeal is not completed, the Appeals Board Clerk may require the appellant to deposit additional fees into escrow in an amount determined to be equal to the estimated costs to complete the appeal. Failure of the appellant to make any required deposits shall be deemed to make the appeal incomplete thereby justifying denial of the appeal. Any unexpended funds held in escrow shall be returned to the appellant following final action on the appeal. Any actual costs incurred in excess of the amount held in escrow shall be billed to the appellant and shall be paid by the applicant prior to the release of a final decision on the appeal.

4. The Appeals Board may affirm or reverse, wholly or in part, a decision of the Agent. In deciding an appeal, the Appeals Board shall determine:

    a. Whether the Agent properly interpreted and applied this Ordinance in making the decision.

    b. Whether the specific situation has circumstances that warrant a variance from the standards of this Ordinance. Where the Appeals Board has determined that a variance from the standards of this Ordinance may be warranted, the Board may grant the appellant a variance from any design standard, setback, or other provision contained within this Ordinance, provided that such variance complies with the following general standards:

i. The variance will not adversely impact adjacent property owners or downstream properties in any material way.

ii. The variance is necessary to grant the appellant substantial relief from a hardship that would otherwise be imposed by strict enforcement of this Ordinance.

iii. The variance granted is the minimum deviation from the requirements of this Ordinance necessary to do substantial justice to the appellant. The Appeals Board may include such conditions or limitations on any variance issued to ensure that granting the relief requested will not substantially prevent, nor result in less, effective management of storm water runoff.

iv. Granting of the variance would not knowingly be in conflict with other regulatory requirements.

v. The need for the variance is due to circumstances that are unique to the property in question and not due to any act or omission of the property owner, a prior property owner, or a past or present occupant of the property.

5. The decisions of the Appeals Board shall in all instances be final administrative decisions, shall be in writing, and shall include specific findings of fact by the Board, and further, shall be subject to such judicial review as by law may be provided.

Section 26-185. Severability

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected.

Section 26-186. Effective Date

This Ordinance shall become effective thirty (30) days after its enactment.

Section 26-187. Revisions

The Agent shall review this Ordinance at least biannually, and make recommendations for amendments if needed. The recommendations of the Agent shall be transmitted to the legislative body of the City of Boyne City.

Section 26-188. Storm Water Ordinance Design Standards

<u>Temporary Storm Water Management Standards</u>

1. Temporary storm water management facilities shall be installed by the applicant and inspected by the Agent before grading, filling or grubbing is initiated.

2. Where permanent storm water management facilities, such as detention or retention basins are proposed for use during construction as a temporary storm water management measure, the construction sequence and grading plan shall be designed for the proper and effective implementation of these facilities.

3. Temporary storm water management measures shall be maintained throughout the duration of the earth change, including the later stages of development. Maintenance activities may include, but are not limited to removal of accumulated sediment, structural repairs, and reseeding or replacement of temporary vegetative covers.

4. Temporary storm water management facilities shall be designed in accordance with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Best Management Practices (BMP) Guide Book for Michigan Watersheds.

5. At a minimum, during construction all regulated earth changes shall be required to provide temporary storm water management that either contains the volume of runoff generated from a 10-year, 24-hour design storm on-site for all disturbed area, or to provide silt fencing or other permeable barriers that will manage the flow of storm water discharging off-site, diffusing it and releasing it at reduced velocities, where such discharge will not adversely impact downstream properties.

Permanent Storm Water Management Standards – General

1. Storm Water Management Plan Preparation

    a. For regulated activities on sites that exceed 1 acre, the Agent may require the Storm Water Management Plan is prepared by a registered professional as defined by this ordinance.

    b. For regulated activities on sites that exceed 1 acre, the Agent may request that the submitted site plan be reviewed by one or more registered professionals contracted by the Agent. The costs incurred for such review(s) shall be the responsibility of the applicant. The applicant shall deposit with the Agent such fees in an amount determined by the Agent equal to the estimated costs. The fees shall be held in escrow in the applicant's name and shall be used solely to pay these costs. If the amount held in escrow becomes less than ten percent (10%) of the initial escrow deposit or less than ten percent (10%) of the latest additional escrow deposit and review of the application is not completed, then the Agent may require the applicant to deposit additional fees into escrow in an amount determined by the Agent to be equal to the estimated costs to complete the review. Failure of the applicant to make any escrow deposit required under this Ordinance shall be deemed to make the application incomplete, thereby justifying denial of the application. Any unexpended funds held in escrow shall be returned to the applicant following final action on the application. Any actual costs incurred in excess of the amount held in escrow shall be billed to the applicant and shall be paid by the applicant prior to the release of a final decision on the application.

c. If the applicant disputes the Agent's need for outside professional assistance in the review of the submitted plans, or the professional(s) selected, the applicant has the right to appeal the Agent's decision to the Appeals Board, who shall be responsible for making the final decision.

2. On-site storm water management facilities which minimize adverse impact to downstream properties shall be required for all sites unless a proposal for off-site storm water management has been approved. Storm water management facilities may include, but are not limited to: retention basins/ponds, detention basins/ponds, wet basins, storm water treatment units, controlled outfall structures, and rain gardens or other bio-filtration systems.

3. The Michigan Department of Environmental Quality "Urban Stormwater Best Management Practices Manual" will be used as a reference as well as the following manuals: "Controlling Urban Runoff" by the Metropolitan Washington Council of Governments; "Designing Stormwater Quality Management Practices" by the University of Wisconsin, Madison; and the "Design of Stormwater Filtering Systems" by the Center for Watershed Protection.

4. Retention and detention basins shall have an emergency overflow system. The overflow system shall be designed to accommodate flow from a 100-year storm event, or as otherwise required by the appropriate State of Michigan agency.

5. If the storm water facilities for a 50-year storm cannot discharge to a stream, lake or wetland without causing scouring, flooding or pollution on site or downstream, then the basin shall be designed to hold or infiltrate storm water from a 100-year, 24-hour frequency storm event.

6. Sites that are located in areas serviced with a municipal storm system, and that have the prior approval of the municipal system owner, may discharge storm water to that system after it has been treated with an approved separator system that removes sixty percent (60%) of sediments. The applicant shall be responsible for all costs incurred to the municipal system to accommodate any storm water discharged to the system from the site.

7. The rainfall amounts for Charlevoix County shall be the numbers given by the Natural Resources Conservation Service for a 24-hour duration and are as follows: 1-year storm equals 1.8 inches; 2-year storm equals 2.2 inches; 5-year storm equals 2.7 inches; 10-year storm equals 3.0 inches; 25-year storm equals 3.5 inches; 50-year storm equals 3.9 inches; 100-year storm equals 4.2 inches.

8. The maximum grade for the side slopes of any storm water retention or detention basin shall be no greater than 3:1 (horizontal to vertical) for vegetated basins. Where, due to site limitations, this maximum side slope grade cannot be met, the Agent may grant an increase in the slope, provided additional stabilization (beyond seed and mulch) is proposed.

9. Storm water basins with permanent pools of water of three (3) foot depth or greater with side slopes steeper than one (1) on six (6) shall have one or more of the following safety features:

   a. Safety ledges at the basin perimeter which are at least ten (10) feet wide

   b. Aquatic vegetation surrounding the basin which discourages wading

c. Fencing to prevent unauthorized access to the basin.

10. Storm water detention basins shall not be constructed in regulated wetlands unless approved by the appropriate State of Michigan agency and/or the Army Corps of Engineers.

11. Storm water detention basins which impound five (5) acres or more and have a head of six (6) feet or more shall meet dam construction permit requirements in Part 315 of Act 451 of 1994, as amended, administered by the Michigan Department of Environmental Quality.

12. Whenever possible, a created wetland or other bio-filtration area shall be incorporated into storm water management facilities to assist removal of soluble pollutants that cannot be removed by conventional settling. Sediment carried off by runoff shall be required to settle out prior to discharge into the created wetland or other bio-filtration area.

13. Storm water management basins designed for retention, detention or infiltration shall be isolated from septic systems and water wells by fifty (50) feet or more. Variations in the required setback may be granted by the Health Department of Northwest Michigan prior to the issuance of a Charlevoix County Storm Water Management Permit.

14. New fueling stations will be required to install an approved separator system for sites that discharge storm water off-site. Existing fueling stations that are modifying more than twenty five percent (25%) of their existing impervious surfaces will be required to install an approved separator system if they discharge storm water off-site.

Retention Basin Design

1. Small projects in areas that have less than one-half (0.5) acre of impervious surface shall be allowed to have runoff retention stored at two inches (2") of runoff from all impervious surface areas in lieu of detailed hydrologic calculations.

2. At a minimum, retention basins created in soils with permeability greater than 1.3 inch per hour shall have the storage capacity to hold the increase in runoff volume generated by the earth change.

    a. The required volume shall be calculated by comparing the undeveloped conditions for a 2-year, 24-hour frequency storm event to the developed condition for a 25-year, 24-hour frequency storm event. Soil permeability rates are listed in the following table:

Soil Texture & Structure	**Permeability** (Inches/Hour)
Coarse Sand and Medium Sand	6 or more
Fine Sand and Loamy Sand	3 – 6
Sandy Loam	2 – 3

Loam, Sandy Clay Loam	1.3 – 2
Clay Loam, Silt Loam, Clays, Silts, Muck, Peat, Marl	Less than 1.3

b. The retention basin shall be designed to drain within seventy two (72) hours.

3. At a minimum, retention basins, which are created in soils with permeability less than 1.3 inch per hour, shall be designed to store runoff from back-to-back 50-year, 24-hour rainfall events.

Detention Basin Design Standards

1. When using the Natural Resource Conservation Service Method, the volume of a detention pond is to be calculated based upon a 50-year, 24-hour storm with the developed site conditions and with an allowable outflow of a 10-year, 24-hour storm based upon the pre-existing site conditions or 10% of the flow rate calculated by the 50-year developed site conditions analysis. [The TR-55 program does not accept lower values than ten percent (10%) of the developed rate.]

2. The allowable peak discharge rate from a permanent storm water management measure may be a staged rate. The maximum allowable peak discharge rate shall not exceed the peak discharge rate from the project site prior to the proposed development for all of the following 24-hour storm events: 2-year, 5-year, 10-year, 25-year, and 50-year. In no event shall the discharge exceed the ability of the downstream condition to convey the flow without damage to abutting properties.

3. All sites with greater than one (1) acre of impervious surface will require the detention outflow to be directed to approved storm systems or have the approval of adjacent property owners, with documented easements, or one can release at a 2-year before construction rate if it can be determined that there is not a flooding hazard on the adjacent property. Low porosity in the soils in the area of discharge and depressions in the land would be examples of reasons to deny detention out-flowing at a 2-year rate. Sites that have three (3) acres or more of parking area must in addition have an approved separator system to remove impurities before discharging to the detention/retention pond or install an approved treatment forebay.

Storm Water Separator Design Standards

1. Approved separators are to remove a minimum of sixty percent (60%) of sediments.

2. Treatment forebay criteria – The treatment forebay is designed to store the "first flush" of pollutants typically found in urban storm water runoff, and to capture initial flush pollutant loads.

   a. The treatment forebay shall be a wet basin or approved structure with an impermeable bottom and sides to the design high water level.

b. Sizing – The treatment forebay shall be sized to store the water quality volume (V^{wq}) defined as one-half (0.5) inch of runoff from the directly connected impervious area. This volume can be included in the overall flood control volume.

c. The minimum required water quality volume is given by the equation:

$V^{wq} = 1815\ A\ 1$

Where:	V^{wq} =	Water quality volume (cft)
	1815 =	0.5 inch of runoff x 3,630 to convert ac-in to cft
	A =	Contributing drainage area (ac)
	1 =	Percent impervious expressed as a ration

d. Capacity for the water quality volume shall be provided above the normal water level.

e. The overflow structure from the treatment forebay shall be sized for the peak inflow from the design rainfall event.

f. The top-of-berm elevation between the treatment forebay and the infiltration basin shall be a minimum of one (1) foot below the outer berm elevation.

g. The treatment forebay shall have a minimum 1-foot-deep sump below the inlet pipe for sediment accumulation.

h. The outlet structure from the treatment forebay shall be designed to draw water from the central portion of the water column with the forebay to trap floatables and contain sediments. The top of the inlet structure shall be located a minimum of one (1) foot below the normal water level, and the invert shall be a minimum of one and one-half (1.5) feet above the bottom of the treatment forebay.

i. Material – Treatment forebays shall be lined with impermeable materials extending up to the design high water elevation. A minimum 18-inch-thick clay layer, or an impermeable liner protected with a minimum of twelve (12) inches of soil cover are acceptable alternatives. Maximum allowable permeability shall be 0.0001417 inch/hour as determined by a geotechnical engineer for clay placement, or manufacturer's certificate for line products.

Underground Storm Water Management Facilities

1. If the use of storm water retention or detention basins, either on-site or off-site is not feasible and the permeability of the soils is greater than 1.3 inch per hour, the installation of underground drainage systems (catch basins / manholes with open bottoms with stone and/or run(s) of perforated piping) may be allowed if they provide for detention or retention volumes as stated in these Charlevoix County Storm Water Ordinance guidelines. The perforated piping and dry basin structure(s) cannot be considered to provide for any outflow when calculating volumes for the detention system design. All underground drainage systems must provide the following:

a. Catch basins or separator systems, sediment basins, silt traps for storm water flowing to the underground drainage system

b. An approved overflow system

c. Adequate provisions for maintenance

2. The required detention volume may be reduced by the Agent by an amount not to exceed fifty percent (50%) if rain gardens are implemented and demonstrate the ability to accommodate an equivalent amount of storm water.

DRAFT

CITY OF BOYNE CITY

To: Michael Cain, City Manager MC

From: Scott McPherson Planning Director SMM

Date: November 13, 2019

Subject: Housing Barrier Amendments First 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) worshipers.

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, 2018 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 zoning ordinance amendments. The proposed amendment is now being presented to the City Commission for a first reading. As required by the Boyne City Charter, ordinances cannot be adopted until at least one month after the meeting it is introduced. The next available City Commission meeting that meets this requirement would be January 14, 2020. The City Commission has the following options:

Recommendation

Review proposed ordinances and schedule a second reading for January 14, 2020.

1. Schedule a second reading for January 14, 2020 or later.
2. Send the proposed amendments back to the Planning Commission for further consideration.
3. Take no action.
4. Other action as determined by the City Commission

Michigan BOYNE CITY Main Street
WHERE Life MEETS LAKE.®

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

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

Date: **November 8, 2019**

Subject: **Michigan Main Street Program Community Requirements and Expectations Agreement**

OVERVIEW:

At the November 8th meeting of the Boyne City Main Street Board, the board unanimously approved the Community Requirements and Expectations Agreement with Michigan Main Street. The agreement also needs to be approved by City Commission. The agreement would commit us to remaining a Michigan Main Street community until December 31, 2021. As you may recall, an agreement was signed in January of this year that committed us to being a Main Street community through December of 2020. The Michigan Economic Development Corporation is terminating those agreements (the termination notice is in the middle of page 6 on the new agreement – section 3, number 6). The reason for termination is that all Michigan Main Street communities are now required to be engaged with the Redevelopment Ready Communities program as well. This is outlined in at the bottom of page 3 – numbers 13 & 14. This is not a problem for Boyne City as we were the first community to be both MMS and RRC. There are a few other changes to the agreement, which include: Design Services language at the top of page 5 – number 6. We can now receive 1 design service per year, instead of only what is left from our time as a select level Main Street community (we are now Master Level). This will actually allow us to have more design services overall. There was a lot of discussion at the Main Street board meeting regarding the termination of the old contract, and how the new contract actually does that, since we haven't signed it which means we aren't necessarily agreeing to it. Ultimately, though, the board decided our hands are basically tied and that if we want to remain a Main Street community we need to sign this new agreement. There is not anything in the new agreement that hurts us, so the Main Street board would like to move forward. In order to maintain our status with the National Main Street Center we must be affiliated with a coordinating program. Both the new agreement and the old agreement are included for your reference.

RECOMMENDATION:

It is my recommendation the Boyne City City Commission approve the Michigan Main Street Program Community Requirements and Expectations Agreement.

Options include:

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

NEW

Michigan Main Street Program
Community Requirements and Expectations Agreement

Master Level

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

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

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

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

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

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

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

2. Maintain an active Board of Directors and Committees, following the National Main Street 4-Point Approach, to actively lead Local Program by developing work plans, utilizing volunteers, and successfully completing all stated programmatic activities.

3. Fund Local Program for the term of this Agreement at a level allowing for the full operation of the program. Funding must contain both dedicated funds by public entities and private contributions through fundraising activities.

4. Participate in all scheduled the MEDC/MMS Program services (outlined in Section II of this Agreement). Travel expenses to any required sessions are the sole responsibility of Local Program. If the Community is temporarily without a program director or the program director is unable to attend, then a representative from the Community is required to attend in their place.

    B. Absenteeism: An unexcused absence by the Local Program director, or a representative from the Community, will result in the suspension of all services. Once services are suspended, a written warning to the chair of the board and the program director will be issued requesting an explanation on why training sessions have not been attended. Services will be reinstalled once training issues are resolved to the satisfaction of the MEDC.

    C. Full-time equivalent (FTE): At minimum, one (1) individual from the Community must be present for the entirety of the provided service. It is not acceptable for two (2) individuals to divide the time between them.

        i. The Local Program director is specifically required, at minimum, to participate in Day 1 of the MEDC Trainings.
        ii. A representative from the Community is specifically required to participate in Day 2 of the MEDC Trainings.

5. Submit complete and accurate monthly reports by the 10th of each month on the form provided by the MEDC/MMS Program.

6. Submit complete and accurate annual reports by the first Friday in November each year on the form provided by the MEDC/MMS Program. (All such monthly and annual reports being hereinafter referred to as "**Reports**.")

7. Maintain a current membership in the National Main Street Center Network.

8. Continue to meet the Six Standards of Performance set by the NTHP NMSC for accreditation, as outlined in Attachment 1. The Community must meet these standards at the end of each two-year period or this Agreement will be terminated and the Community will no longer be a MEDC/MMS accredited/certified community. All rights associated with the Community's participation in the

MEDC/MMS Program will be revoked including the right to use the MEDC/MMS Program name and logo.

9. Utilize the MEDC/MMS Program name and logo with the MEDC/MMS Program pre-approval. The use of the name and logo can be used for marketing materials, window signs, flags, letterhead, banners, pins, etc. The MEDC/MMS Program name and logo are trademark protected. Any MMS road signs given to the Community by the MEDC/MMS Program are property of the MEDC/MMS Program and shall be returned if the Community is no longer a MEDC Community. See Section III, Number 3, of this Agreement.

10. Maintain Local Program's boundaries and organization structure approved upon the Community's designation as a MEDC/MMS community. Changes to either of these require MEDC/MMS Program approval as it could affect the services provided to the Community.

11. Understand all requirements of this Agreement must be met regardless of changes within the Local Program, such as temporary displacement of program director. If requirements of this Agreement are not met to the satisfaction of the MEDC, MEDC/MMS Program services will be suspended, and a written warning to the Chairperson of the Board of Directors and program director will be issued requesting an explanation. Once requirements are met to the satisfaction of the MEDC, MEDC/MMS Program services will be reinstated. If requirements continue to not be met to the satisfaction of the MEDC, this Agreement will be terminated, and the Community will no longer be an MMS Community. All rights associated with the Community's participation in the MEDC/MMS Program will be revoked, including the right to use the MEDC/MMS Program name and logo.

12. Assume full responsibility for all costs and expenses associated with the performance of the Local Program and the performance of its responsibilities under this Agreement. The Community and the Local Program further acknowledge that the MEDC/MMS Program is not responsible to the Community and/or the Local Program for any costs associated with this Agreement or the services provided under this Agreement, including but not limited to those costs or expenses incurred as a result of anticipated or actual participation in the MEDC/MMS Program, the NTHP NMSC Program or pursuant to the Community's selection or participation as an MMS Community.

13. Remain engaged and in good standing in the Redevelopment Ready Communities Program, as determined by the MEDC.

14. Acknowledge that third-party technical assistance is only available for eligible MEDC/MMS Program participants, as determined solely by the MEDC.

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

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

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

   * (C) = Services provided within community

2. Conduct MEDC/MMS Forums statewide for program directors and Local Program volunteers. Specific forum training topics will vary and be based on the combined needs of all MEDC/MMS Communities.

3. Conduct a Biennial Program Evaluation for each Master Level Local Program. In order to receive this service, the Community and Local Program must be in compliance with the above Minimum Participation Standards (Section I above)

4. Conduct a Check-in Visit for each Master Level Local Program, to occur in alternating years with the above Biennial Program Evaluation (II.3). The year following the acceptance of the Local Program into the Master Level, the Check-in Visit will be performed in order to informally assess and advise Local Program. The next year, the Biennial Program Evaluation will occur, and the schedule will continue to alternate as such for the term of this Agreement.

5. Provide advice, information, and additional on-site assistance to the Community, Local Program, its staff, and its Board of Directors upon request by the Local Program and subject to the MEDC/MMS Program schedule, program constraints, staff availability, and costs associated with the request. MEDC/MMS may request the assistance of other State or Federal agencies.

6. The Design Services may be scheduled according to the Community's needs with a maximum of one (1) service provided per year as long as Local Program is in compliance with this Agreement.

7. Invite Community to attend training and technical assistance opportunities in the other Select or Master MMS Communities.

8. Accredit, on behalf of the NTHP NMSC, all eligible MMS Communities that meet the above Minimum Participation Standards (Section I) and the NTHP NMSC Six Standards of Performance outlined in Attachment 1, as determined in the sole discretion of the MEDC.

SECTION III. The PARTIES hereto otherwise agree as follows:

1. **TERM OF THE AGREEMENT.** This Agreement, beginning July 23, 2019 shall remain in effect until the earlier of December 31, 2021 or such time as the "**Termination or Cancellation**" provisions hereof are invoked. All procedures for termination and cancellation are outlined below in Section III.16.

2. **CONFIDENTIAL INFORMATION.** Except for information provided to MEDC at its request or as part of this Agreement, the Community, Local Program, and their employees, agents, and representatives shall not disclose, other than to the extent required by law, including without limitation, the Freedom of Information Act, any information or data, including but not limited to all materials furnished to the Community and/or Local Program by MEDC ("Confidential Information") without the written consent of MEDC. Confidential information does not include information that is already in the possession of, or is independently developed by, the Community and/or Local Program; becomes publicly available other than through breach of this Section; or is received by the Community and/or Local Program from a third party with authorization to make such disclosures or is released with MEDC's prior written consent.

3. **LICENSING OF CERTAIN MARKS.** MEDC grants to Local Program a license to utilize the MEDC/MMS Program trade names, trademarks, logo, and/or service marks ("MEDC Marks") for the express purpose of publicizing the Community's selection and involvement as a the MEDC/MMS Program Community. Local Program's use of the MEDC Marks shall be approved by MEDC in advance of use.

4. **INTELLECTUAL PROPERTY RIGHTS.** Local Program acknowledges that it is being granted a limited license during the term of this Agreement by MEDC hereunder to use the MEDC Marks in accordance with the terms and conditions of this Agreement, and that no further or greater rights are granted in or to the MEDC Marks. Local Program acknowledges that MEDC owns all rights, title and interest in and to the MEDC Marks and that it will do nothing inconsistent with MEDC's ownership of the Marks.

5. **INDEMNIFICATION AND LIABILITY INSURANCE.** The Community and its Local Program shall indemnify, defend, and hold harmless MEDC and its subsidiaries, agents, employees and contractors from any damages, liability, costs or expenses that it may sustain through the negligence or willful acts of the Community and/or its Local Program pertaining to the performance of this Agreement. The Community and its Local Program shall maintain such insurance as shall be necessary to protect MEDC from claims that may arise out of or as a result of the Community's and/or Local Program's operations pursuant to this Agreement. The Community and/or Local Program will provide and maintain its own property damage insurance (written at not less than full replacement cost), workers compensation insurance (written for not less than any limits of liability required by law), and liability insurance (maintained at not less than $1 million per occurrence, and $5 million in the aggregate). MEDC shall be listed as an additional named insured on all such insurance policies. The Community and Local Program shall provide to MEDC periodic certificates of insurance to evidence the compliance with such insurance requirements, and, in any event, shall deliver such certificates to MEDC within 10 days after request by MEDC.

6. **TOTAL AGREEMENT.** This Agreement contains the entire agreement between the parties superseding any prior or concurrent agreements as to the services being provided, and no oral or written terms or conditions which are not contained in this Agreement shall be binding. This Agreement may not be changed except by mutual agreement of the parties, reduced to writing and signed. The Parties agree that that certain Michigan Main Street Program Community Requirements and Expectations Agreement dated January 16, 2019 between the MEDC, the Community, and the Local Program is terminated.

7. **ASSIGNMENT/TRANSFER/SUBCONTRACTING.** Except as contemplated by the Agreement, the Community and its Local Program shall not assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Agreement without the prior specific written consent of MEDC. Any future successors of the Community and/or Local Program will be bound by the provisions of this Agreement unless MEDC otherwise agrees in a specific written consent.

8. **COMPLIANCE WITH LAWS.** The Community and Local Program shall comply with all applicable laws, ordinances, regulations, rules, orders, judgments, decrees or other requirements imposed by any governmental authority (collectively, "laws"). The Community and/or Local Program is not, and will not during the term of this Agreement, be in violation of any laws to which it is subject, and will not fail to obtain any licenses, permits or other governmental authorizations necessary to carry out its duties hereunder.

9. **WAIVER.** A failure or delay in exercising any right with respect to this Agreement will not operate as a waiver unless otherwise stated in this Agreement, and will not excuse subsequent failures or delays, and a single or partial exercise of any right

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

10. **NOTICES.** Any notice, approval, request, authorization, direction or other communication under this Agreement shall be given in writing and shall be deemed to have been delivered and given for all purposes (i) on the delivery date if delivered by electronic mail or by confirmed facsimile; (ii) on the delivery date if delivered personally to the Party to whom the same is directed; (iii) one (1) business day after deposit with a commercial overnight carrier, with written verification of receipt; or (iv) three (3) business days after the mailing date, whether or not actually received, if sent by U.S. mail, return receipt requested, postage and charges prepaid, or any other means of rapid mail delivery for which a receipt is available. The notice address for the Parties shall be the address as set forth in this Agreement, with the other relevant notice information, including the recipient for notice and, as applicable, such recipient's fax number or e-mail address, to be reasonably identified by notifying Party. MEDC, the Community and Local Program may, by notice given hereunder, designate any further or different addresses to which subsequent notices shall be sent.

11. **SEVERABILITY.** The invalidity or unenforceability of a particular provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, provided that the principal intent of this Agreement can be preserved.

12. **GOVERNING LAW AND JURISDICTION.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The parties agree that any legal actions concerning this Agreement shall be brought in the Ingham County Circuit Court in Ingham County, Michigan, USA. The terms of this paragraph shall survive the termination of the cancellation of this Agreement.

13. **NO EMPLOYMENT, PARTNERSHIP OR AGENCY RELATIONSHIP.** the MEDC/MMS Program is limited to furnishing its technical services to the Community and its Local Program and thus nothing contained herein shall create any employer-employee relationship. Further, this Agreement does not create a partnership relationship.

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

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

16. **TERMINATION OR CANCELLATION.**

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

(i) any representation or covenant made by the Community and/or its Local Program is determined by MEDC, in its reasonable judgment, to be incorrect at the time that such representation or covenant was made in any material respect, including, but not limited to, the Reports and compliance with laws as required under this Agreement;

(ii) The Community's and/or its Local Program's failure to comply with any of the requirements of this Agreement;

(iii) use of the program training, technical assistance, and resources provided pursuant to this Agreement for purposes other than as set forth in this Agreement.

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

C. In addition to the above, either party may terminate its obligations under this Agreement, without cause, by giving the other party a 30-calendar day written notice of such termination.

D. In the event that this Agreement is terminated, neither MEDC nor the Community or its Local Program shall have any further obligation to perform under this Agreement. The Community and/or Local Program shall, unless otherwise directed by MEDC in writing, immediately take all reasonable steps to terminate operations under this Agreement.

E. In the event of termination or cancellation of this Agreement by the Local Program, the Local Program shall be obligated to reimburse MEDC for the cost of all third party services provided by MEDC to the Local Program pursuant to the terms of this Agreement. Such cost shall be determined solely by MEDC. The Local Program and the Community shall be jointly and severally liable for the payment of such reimbursement. Such reimbursement shall be made within thirty (30) days after delivery of an invoice therefor by MEDC.

17. **RESERVATIONS**. MEDC/MMS reserves the right to modify services provided to the Community and/or its Local Program as necessary.

18. **AUTHORITY TO EXECUTE THIS AGREEMENT.** The signatories below warrant that they are authorized to enter into this Agreement.

19. **Failure to sign and submit this agreement to MEDC on or before November 20, 2019 will result in the termination of the Community's participation in the MEDC/MMS Program.**

[signatures follow on next page]

IN WITNESS WHEREOF, the parties have executed this Agreement.

DOWNTOWN DEVELOPMENT AUTHORITY

BY: _____
Michael Cain, City Manager

LOCAL PROGRAM

BY: _____
Chris Bandy, Board Chair

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

BY: _____
Christin Armstrong, Secretary

Attachment 1

National Trust for Historic Preservation / National Main Street Center

Six Standards of Performance
for Accreditation

---

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

CURRENT

Michigan Main Street Program
Community Requirements and Expectations Agreement

Master Level

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

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

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

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

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

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

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

2. Maintain an active Board of Directors and Committees, following the National Main Street 4-Point Approach, to actively lead Local Program by developing work plans, utilizing volunteers, and successfully completing all stated programmatic activities.

3. Fund Local Program for the term of this Agreement at a level allowing for the full operation of the program. Funding must contain both dedicated funds by public entities and private contributions through fundraising activities.

4. Participate in all scheduled the MEDC/MMS Program services (outlined in Section II of this Agreement). Travel expenses to any required sessions are the sole responsibility of Local Program. If the Community is temporarily without a program director or the program director is unable to attend, then a representative from the Community is required to attend in their place.

   B. Absenteeism: An unexcused absence by the Local Program director, or a representative from the Community, will result in the suspension of all services. Once services are suspended, a written warning to the chair of the board and the program director will be issued requesting an explanation on why training sessions have not been attended. Services will be reinstalled once training issues are resolved.

   C. Full-time equivalent (FTE): At minimum, one (1) individual from the community must be present for the entirety of the provided service. It is acceptable for two (2) individuals to divide the time between them, as long as the community is represented for the entirety of the provided service.

      i. The Local Program director is specifically required, at minimum, to participate in Day 1 of the MEDC Quarterly Training.
      ii. A representative from the Community is specifically required to participate in Day 2 of the MEDC Quarterly Training.

5. Submit complete and accurate monthly reports by the 10th of each month on the form provided by the MEDC/MMS Program.

6. Submit complete and accurate annual reports by the first Friday in f August each year on the form provided by the MEDC/MMS Program. (All such monthly and annual reports being hereinafter referred to as "**Reports.**")

7. Maintain a current membership in the National Main Street Center Network.

8. Continue to meet the Ten Standards of Performance set by the NTHP NMSC for accreditation, as outlined in Attachment 1. The Community must meet these standards at the end of each two-year period or this Agreement will be terminated

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

9. Utilize the MEDC/MMS Program name and logo with the MEDC/MMS Program pre-approval. The use of the name and logo can be used for marketing materials, window signs, flags, letterhead, banners, pins, etc. The MEDC/MMS Program name and logo are trademark protected. Any MMS road signs given to the Community by the MEDC/MMS Program are property of the MEDC/MMS Program and shall be returned if the Community is no longer a MEDC Community. See Section III, Number 3, of this Agreement.

10. Maintain Local Program's boundaries and organization structure approved upon the Community's designation as a MEDC/MMS community. Changes to either of these require MEDC/MMS Program approval as it could affect the services provided to the Community.

11. Understand all requirements of this Agreement must be met regardless of changes within the Local Program, such as temporary displacement of program director. If requirements of this Agreement are not met, MEDC/MMS Program services will be suspended, and a written warning to the Chairperson of the Board of Directors and program director will be issued requesting an explanation. Once requirements are met, MEDC/MMS Program services will be reinstated. If requirements continue to not be met, this Agreement will be terminated and Community will no longer be a MEDC/MMS community. All rights associated with the Community's participation in the MEDC/MMS Program will be revoked, including the right to use the MEDC/MMS Program name and logo.

12. Assume full responsibility for all costs and expenses associated with the performance of the Local Program and the performance of its rights and responsibilities under this Agreement. The Community and the Local Program further acknowledge that the MEDC/MMS Program is not responsible to the Community and the Local Program for any costs associated with this Agreement or the services provided under this Agreement, including but not limited to those costs or expenses incurred as a result of anticipated or actual participation in the MEDC/MMS Program, the NTHP NMSC Program or pursuant to the Community's selection or participation as a MEDC/MMS Community.

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

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

Program Services provided to Master MEDC/MMS Communities:

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

* (C) = Services provided within community

2. Conduct MEDC/MMS Quarterly Forums statewide for program directors and Local Program volunteers. Specific forum training topics will vary and be based on the combined needs of all MEDC/MMS Communities.

3. Conduct a Biennial Program Evaluation for each Master Level Local Program. In order to receive this service, the Community and Local Program must be in compliance with the above Minimum Participation Standards (Section II.1 above)

4. Conduct a Check-in Visit for each Master Level Local Program, to occur in alternating years with the above Biennial Program Evaluation (II.3). The year following acceptance of Local Program into the Master Level, the Check-in Visit will be performed in order to informally assess and advise Local Program. The next year, the Biennial Program Evaluation will occur, and the schedule will continue to alternate as such for the term of this Agreement.

5. Provide advice, information, and additional on-site assistance to the Community, Local Program, its staff, and its Board of Directors upon request by Local Program and subject to the MEDC/MMS Program schedule, program constraints, staff availability, and costs associated with the request. MEDC may request the assistance of other State or Federal agencies.

6. Provide one (1) Design 101 Training workshop and the remainder of Design Services not utilized during the Community's participation in the Selected Level. The Design Services may be scheduled according to the Community's needs with

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

7. Invite all Master MEDC communities to attend training and technical assistance opportunities in the other Selected or Master MEDC Communities.

8. Accredit, on behalf of the NTHP NMSC, all eligible MEDC communities that meet the above Minimum Participation Standards (Section II.1) and the NTHP NMSC Ten Standards of Performance outlined in Attachment 1.

SECTION III. The PARTIES hereto otherwise agree as follows:

1. **TERM OF THE AGREEMENT.** This Agreement, beginning Jan, 2019 shall remain in effect until the earlier of Dec. 2020, or such time as the "**Termination or Cancellation**" provisions hereof are invoked. All procedures for termination and cancellation are outlined below in Section III.17.

2. **CONFIDENTIAL INFORMATION.** Except for information provided to MEDC at its request or as part of this Agreement, the Community, Local Program, and their employees, agents, and representatives shall not disclose, other than to the extent required by law, including without limitation, the Freedom of Information Act, any information or data, including but not limited to all materials furnished to the Community and/or Local Program by MEDC ("**Confidential Information**") without the written consent of MEDC. Confidential information does not include information that is already in the possession of, or is independently developed by, the Community and/or Local Program; becomes publicly available other than through breach of this Section; or is received by the Community and/or Local Program from a third party with authorization to make such disclosures or is released with MEDC's prior written consent.

3. **LICENSING OF CERTAIN MARKS.** MEDC grants to Local Program a license to utilize the MEDC/MMS Program trade names, trademarks, logo, and/or service marks ("**MEDC Marks**") for the express purpose of publicizing the Community's selection and involvement as a the MEDC/MMS Program Community. Local Program's use of the MEDC Marks shall be approved by MEDC in advance of use.

4. **INTELLECTUAL PROPERTY RIGHTS.** Local Program acknowledges that it is being granted a limited license during the term of this Agreement by MEDC hereunder to use the MEDC Marks in accordance with the terms and conditions of this Agreement, and that no further or greater rights are granted in or to the MEDC Marks. Local Program acknowledges that MEDC owns all rights, title and interest in and to the MEDC Marks and that it will do nothing inconsistent with MEDC's ownership of the Marks.

5. **INDEMNIFICATION AND LIABILITY INSURANCE.** The Community and its Local Program shall indemnify, defend, and hold harmless MEDC and its subsidiaries, agents, employees and contractors from any damages, liability, costs or expenses that it may sustain through the negligence or willful acts of the Community and/or its Local Program pertaining to the performance of this Agreement. The Community and its Local Program shall maintain such insurance as shall be necessary to protect MEDC from claims that may arise out of or as a result of the Community's and/or Local Program's operations pursuant to this Agreement. The Community and/or Local Program will provide and maintain its own property damage insurance (written at not less than full replacement cost), workers compensation insurance (written for not less than any limits of liability required by law), and liability insurance (maintained at not less than $1 million per occurrence, and $5 million in the aggregate). MEDC shall be listed as an additional named insured on all such insurance policies. The Community and Local Program shall provide to MEDC periodic certificates of insurance to evidence the compliance with such insurance requirements, and, in any event, shall deliver such certificates to MEDC within 10 days after request by MEDC.

6. **TOTAL AGREEMENT.** This Agreement contains the entire agreement between the parties superseding any prior or concurrent agreements as to the services being provided, and no oral or written terms or conditions which are not contained in this Agreement shall be binding. This Agreement may not be changed except by mutual agreement of the parties, reduced to writing and signed.

7. **ASSIGNMENT/TRANSFER/SUBCONTRACTING.** Except as contemplated by the Agreement, the Community and its Local Program shall not assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Agreement without the prior specific written consent of MEDC. Any future successors of the Community and/or Local Program will be bound by the provisions of this Agreement unless MEDC otherwise agrees in a specific written consent.

8. **COMPLIANCE WITH LAWS.** The Community and Local Program shall comply with all applicable laws, ordinances, regulations, rules, orders, judgments, decrees or other requirements imposed by any governmental authority (collectively, "**laws**"). The Community and/or Local Program is not, and will not during the term of this Agreement, be in violation of any laws to which it is subject, and will not fail to obtain any licenses, permits or other governmental authorizations necessary to carry out its duties hereunder.

9 **WAIVER.** A failure or delay in exercising any right with respect to this Agreement will not operate as a waiver unless otherwise stated in this Agreement, and will not excuse subsequent failures or delays, and a single or partial exercise of any right will not be presumed to preclude any subsequent or further exercise of that right, or the exercise of any other right, and will not be construed as an automatic exercise of subsequent rights.

10. **NOTICES.** Any notice, approval, request, authorization, direction or other communication under this Agreement shall be given in writing and shall be deemed to have been delivered and given for all purposes (i) on the delivery date if delivered by electronic mail or by confirmed facsimile; (ii) on the delivery date if delivered personally to the Party to whom the same is directed; (iii) one (1) business day after deposit with a commercial overnight carrier, with written verification of receipt; or (iv) three (3) business days after the mailing date, whether or not actually received, if sent by U.S. mail, return receipt requested, postage and charges prepaid, or any other means of rapid mail delivery for which a receipt is available. The notice address for the Parties shall be the address as set forth in this Agreement, with the other relevant notice information, including the recipient for notice and, as applicable, such recipient's fax number or e-mail address, to be reasonably identified by notifying Party. MEDC, the Community and Local Program may, by notice given hereunder, designate any further or different addresses to which subsequent notices shall be sent.

11. **NON-DISCRIMINATION AND UNFAIR LABOR PRACTICES.** In connection with this Agreement, the Community and its Local Program shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, gender, height, weight, marital status or handicap. In connection with this Agreement, the Community and its Local Program shall not violate 1980 Public Act 278, as amended, MCL 423.321, et seq, by entering into a sub-contract with any individual person, firm or entity who has been found in contempt of court by a Federal Court of Appeals on not less than three (3) occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act. Violations of law after the beginning date of this Agreement may result in its termination.

12. **SEVERABILITY.** The invalidity or unenforceability of a particular provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, provided that the principal intent of this Agreement can be preserved.

13. **GOVERNING LAW AND JURISDICTION.** This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. The parties agree that any legal actions concerning this Agreement shall be brought in the Ingham County Circuit Court in Ingham County, Michigan, USA. The terms of this paragraph shall survive the termination of the cancellation of this Agreement.

14. **NO EMPLOYMENT, PARTNERSHIP OR AGENCY RELATIONSHIP.** The MEDC/MMS is limited to furnishing its technical services to the Community

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

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

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

17. **TERMINATION OR CANCELLATION.**

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

(i) any representation or covenant made by the Community and/or its Local Program is determined by MEDC, in its reasonable judgment, to be incorrect at the time that such representation or covenant was made in any material respect, including, but not limited to, the Reports and compliance with laws as required under this Agreement;

(ii) the Community's and/or its Local Program's failure to comply with any of the requirements of this Agreement;

(iii) use of the program training, technical assistance, and resources provided pursuant to this Agreement for purposes other than as set forth in this Agreement.

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

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

C. In addition to the above, either party may terminate its obligations under this Agreement, without cause, by giving the other party a 30-calendar day written notice of such termination.

D. In the event that this Agreement is terminated, neither MEDC nor the Community or its Local Program shall have any further obligation to perform under this Agreement. The Community and/or Local Program shall, unless otherwise directed by MEDC in writing, immediately take all reasonable steps to terminate operations under this Agreement.

E. In the event of termination or cancellation of this Agreement by the Local Program, the Local Program shall be obligated to reimburse MEDC for the cost of all third party services provided by MEDC to the Local Program pursuant to the terms of this Agreement. Such cost shall be determined solely by MEDC. The Local Program and the Community shall be jointly and severally liable for the payment of such reimbursement. Such reimbursement shall be made within thirty (30) days after delivery of an invoice therefor by MEDC.

18. **RESERVATIONS**. MEDC reserves the right to modify services provided to the Community and/or its Local Program as necessary.

19. **AUTHORITY TO EXECUTE THIS AGREEMENT.** The signatories below warrant that they are authorized to enter into this Agreement.

20. **Failure to sign and submit this agreement to MEDC on or before** January, **2019, will result in the termination of the Community's participation in the MEDC/MMS Program.**

[signatures follow on next page]

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

City of Boyne City ("COMMUNITY")

BY: _____ 1-9-19
(City Manager or Village President) (Date)

Boyne City, Michigan
(City or Village)

Boyne City Main Street ("LOCAL PROGRAM")

BY: _____ 1/8/19
(Local Main Street Board Chairperson) (Date)

Boyne City Main Street
(Local Program)

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION ("MEDC")

BY: _____ _____
(Vice President of Community Development) (Date)

Attachment 1

National Trust for Historic Preservation / National Main Street Center

Ten Standards of Performance
for Accreditation

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

Boyne City Fire Department
www.boynecity.com
(231) 582-6597
319 North Lake Street
Boyne City, MI 49712
Fax: (231) 582-5705
Email:boynefire@boynecity.com
Voicemail: (231) 582-3642
Cell phone: (231) 675- 7643

MEMO

TO: Michael Cain

From: Dennis Amesbury/ Fire Chief

DATE: 11/07/2019

SUBJECT : purchase side by side ATV.

The fire dept. has been fundraising to purchase a side by side ATV. To use for emergencies at avalanche, the surrounding bike trails and special events in our parks. The cost of this atv equipped the way we want it would cost around $35,000.00 .We have anonymous donor that will donate $20,000.00 toward this purchase and we have the rest of the money to make this purchase happen. So we would like to proceed with this purchase with the approval of the city commission.

Thank You
Dennis Amesbury/Fire Chief

Build Summary

*3D model may not be an exact representation of your custom build

RANGER

Sunset Red Me

MSRP (USD)
Packages
Accessories

Total (USD)
As Configured

Packages

Winter Prep Package
$2,000.00 | #379448

Accessories

Poly 3-Seat Premium Roof with Liner, Black
$539.99 | #2882912

Poly Fr
$2,649.

Glass Full Windshield with Lock & Ride® Technology, Clear
$729.99 | #2882191

Windsh
$519.9

Sliding Glass Rear Panel, Clear
$729.99 | #2879015

+ Lights + siren To be added at our cost.
+ Trailer - we will purchase

INVOICE

COUNTY WIDE POWERSPORTS, INC.

8535 M-119 HWY

HARBOR SPRINGS, MI 49740

P# 231-347-8822

F# 231-347-5549

CUSTOMER

DATE 11/5/19

BCFD CHEIF: DENNIS AMESBURY
231-675-7643 BOYNEFIRE@BOYNECITY.COM

UNIT PICKED UP - DATE_____

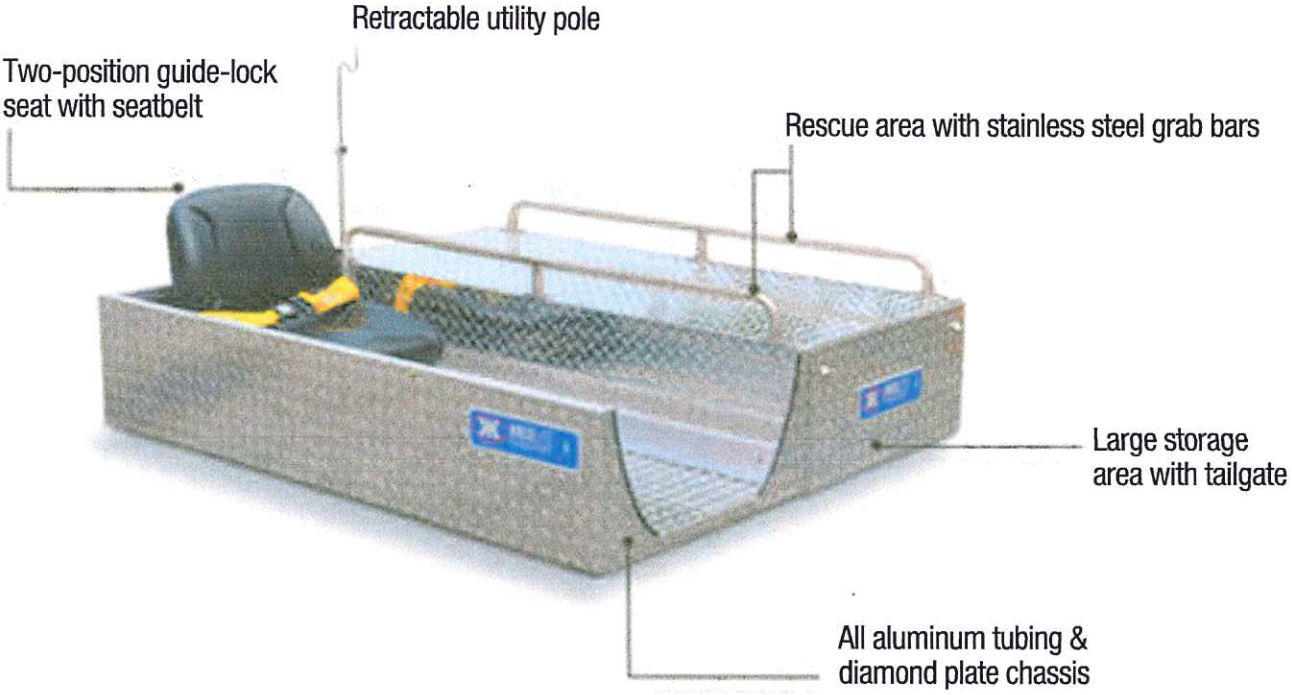
BY_____

VEHICLE / DESCRIPTION	QTY	UNIT PRICE	TOTAL
2020 POLARIS / RANGER 1000 PREMIUM - SUNSET RED + WINTER PREP	1	$16,999.00	$16,999.00
MODEL #R20TAU99AS / VIN #			
CWP - CUSTOMER APPRECIATION DEDUCTION	1	-$890.00	-$890.00
		Vehicle Subtotal	$16,109.00
ACCESSORIES			
POLARIS - POLY 3 SEAT PREMIUM ROOF W/ LINER #2912	1	$539.99	$539.99
POLARIS - POLY FRONT DOOR SET W/ MANUAL WINDOWS #2561	1	$2649.99	$2,649.99
POLARIS - GLASS FULL WINDSHIELD #2191	1	$729.99	$729.99
POLARIS - WINDSHIELD WIPER/WASHER SYSTEM #3974	1	$519.99	$519.99
POLARIS - SLIDING GLASS REAR PANEL #9015	1	$729.99	$729.99
POLARIS - PRO ARMOR 2"X 2" CUBE FLOOD #2312 (REAR)	2	$84.99	$169.98
POLARIS - PRO ARMOR 10" FLOOD #2311 (FRONT)	1	$209.99	$209.99
CORBIN CUSTOM TURN SIGNAL KIT W/ HAZARD UPGRADE	1	$289.99	$289.99
POLARIS - WIRING HARNESS ACCESSORY KIT #3230	2	$84.99	$169.98
CWP PACKAGE DISCOUNT	1	-$600.99	-$600.99
		Accessories Subtotal	$5,408.90
		Taxable Subtotal	$21,517.90
LABOR (SHOP RATE) - ACCESSORY INSTALLATION	4	$90.00	$360.00

COUNTY WIDE POWERSPORTS, INC.

OPTIONAL EXTENDED SERVICE CONTRACT - VEHICLE COME WITH 12 MONTH WARRANTY / ADD 48 MONTHS ESC - EXTENDED SERVICE CONTRACT	0	$1,350.00	$0.00
		Sales Tax (6%)	$1,291.07
MICHIGAN TITLE / REGISTRATION	1	$11.00	$11.00
		Subtotal	$23,179.97
CUSTOMER DEPOSIT -		-$20,000.00	-$20,000.00
CUSTOMER FINAL PAYMENT -			
WE LOOK FORWARD TO EARNING YOUR LONG-TERM BUSINESS!		Total	$3,179.97

MEDLITE TRANSPORT STANDARD MTS-102



PRICE: $3,350.00 + SHIPPING

- All aluminum tubing & diamond plate chassis
- Two-position guide-lock seat with seatbelt
- Accommodates a long board or stokes basket (not included)
- Ten Velcro D-loop straps included
- 9 cubic feet of enclosed storage area
- Retractable utility pole
- Stainless steel grab bars on the rescue area

Dimensions	Dry Weight	Crated Weight
48"W x 55"L x 11"H	125	235

*weights & dimensions are approximate only
Special 46" wide available

ALL UNITS SHIP FULLY ASSEMBLED

MEDLITE TRANSPORT

FIRELITE TRANSPORT

FEMSA

KIMTEK CORPORATION

326 INDUSTRIAL PARK LANE ORLEANS VT 05860 | 888.546.8358 KIMTEKRESEARCH.com

City of Boyne City MEMO

Date: September 30, 2019

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager MC

Subject: Employee Health Insurance / Health Savings Account Contribution

Every year about this time we receive our employee insurance quotes for the coming year. For the last several years the increases for health insurance have been in the five percent or less range. This is much better than the regular double digit increases we were seeing prior to that. This year the proposed increase for our health insurance was pretty close to double digit at nine 9%. There were no increases for our dental or optional vision coverages.

Each year we have our representative Denise Lewaniak from our insurance agency Korthase Flinn review options with representatives of our full-time employees who receive these benefits. They look at options from our current carrier Priority Health and also check the market to see if other providers (Blue Cross, McLaren, etc.) have competitive plans that we may wish to consider. The other carriers did not have competitive options for us to consider. Priority Health, as you can see on the attached pages, did have various options with various coverages at various price levels.

Our employees are generally satisfied with the coverage we have had thru Priority Health. It is a high deductible plan and the City makes an annual contribution to the employees who have its Health Savings Account (HSA). The current plan is detailed on the top of page 3 as A) and all of page 5. To maintain our current coverage (with a minor tweak to provide additional chronic medical coverages) would lead us to renew with the option shown on page 3 as B) PH1.

In reviewing all the options, we determined that by moving to plan C) PH8 on page 4 then implementing the City employee cost sharing as shown at C) in the middle of page 6 we can provide employees similar final dollar coverages to what they have now with small cost increases for both the employee and the City. We would accomplish this by taking much of the savings the City would get by going with the PH8 option and sharing that with the covered employees by increasing their HSA contributions by $250 per year per employee only coverage and $500 for employees with two person and family coverages. This also decreases the amount of the employees increased costs from $107.33 to $41.96 per year for an employee only, $236.14 to $82.31 for two person and from $295.15 to $77.90 per year for family coverage. Everyone and the City still pays more but by switching plans the increases are much less and the overall year end benefits remain similar to what we have now.

It's a more complicated way to get there but one we believe is the best way to go and worth trying for at least the coming year. It is what the employee review committee is recommending we implement for the coming year.

RECOMMENDATION: That the City Commission authorize the City Manager and the City Clerk/Treasurer to take the steps necessary to move to the Priority Health health insurance option identified as PH8 and increase the City's annual Health Savings Account contributions by $250 and $500 per covered employee per category until changed.

Options:

A. Postpone for further review and/or information.
B. Postpone to seek other quotations.
C. Do not obtain cyber insurance at this time.
D. Other options as determined by the City Commission.

City of Boyne City Health Plan Options** Effective 1/1/2020

DRAFT

10/23/2019

	Employee only coverage		Two Person & Family Coverage						
	Annual payroll deduction	Health Plan Limits	Two Person Annual payroll deduction	Each Family Member & Family combined Health Plan Limits	Family Annual payroll deduction	Payroll Deduction change	Prescription Copay After Deductible	Additional Coverage	City TOTAL Annual Cost
A) CURRENT Priority Health Plan	$1,183	$1,350 Deductible then 10% $2,000 OOPMax	$2,603	$2,700 Deductible then 10% $4,000 OOPMax	$3,254		$10 Generic $40 Brand $40 Specialty	Preventive Rx	$144,339
Effective 1/1/2020	$1,290	$1,400 Deductible then 10% $2,000 OOPMax	$2,837	$2,800, 10% $4,000 OOPMax	$3,546	9.0%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx	$157,330
PH0	$1,280	$1,400 Deductible then 10% $2,000 OOPMax	$2,816	$2,800 Deductible then 10% $4,000 OOPMax	$3,519	8.2%	$10 Generic $40 Brand $40 Specialty	None	$156,133
B) PH1	$1,290	$1,400 Deductible then 10% $2,000 OOPMax	$2,839	$2,800 Deductible then 10% $4,000 OOPMax	$3,549	9.1%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx Chronic Medical	$157,433
PH2	$1,236	$1,400 Deductible then 20% $2,550 OOPMax	$2,719	$2,800 Deductible then 20% $5,100 OOPMax	$3,398	4.5%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx Chronic Medical	$150,769
PH3	$1,228	$1,400 Deductible then 20% $2,800 OOPMax	$2,701	$2,800 Deductible then 20% $5,600 OOPMax	$3,376	3.8%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx Chronic Medical	$149,767

**Note: Coverage descriptions are only selected highlights.
Refer to Plan descriptions for complete coverage.

KF Korthase Flinn Insurance & Financial Services

City of Boyne City Health Plan Options** Effective 1/1/2020

DRAFT

10/23/2019

	Employee only coverage		Two Person & Family Coverage						
	Annual payroll deduction	Health Plan Limits	Two Person Annual payroll deduction	Each Family Member & Family combined Health Plan Limits	Family Annual payroll deduction	Payroll Deduction change	Prescription Copay After Deductible	Additional Coverage	City TOTAL Annual Cost
A) CURRENT Priority Health Plan	$1,183	$1,350 Deductible then 10% $2,000 OOPMax	$2,603	$2,700 Deductible then 10% $4,000 OOPMax	$3,254		$10 Generic $40 Brand $40 Specialty	Preventive Rx	$144,339
Effective 1/1/2020	$1,290	$1,400 Deductible then 10% $2,000 OOPMax	$2,837	$2,800, 10% $4,000 OOPMax	$3,546	9.0%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx	$157,330
PH4	$1,220	$1,500 Deductible then 20% $2,550 OOPMax	$2,683	$3,000 Deductible then 20% $5,100 OOPMax	$3,354	3.1%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx Chronic Medical	$148,801
PH5	$1,214	$1,500 Deductible then 20% $2,500 OOPMax	$2,671	$3,000 Deductible then 20% $5,000 OOPMax	$3,338	2.6%	$15 Generic $50 Brand $50 Specialty	Preventive/Chronic Rx Chronic Medical	$148,098
PH6	$1,185	$1,500 Deductible then 30% $2,250 OOPMax	$2,607	$3,000 Deductible then 30% $4,500 OOPMax	$3,259	0.2%	$10 Generic $40 Brand $40 Specialty	Preventive/Chronic Rx Chronic Medical	$144,561
PH7	$1,179	$1,500 Deductible then 30% $2,250 OOPMax	$2,595	$3,000 Deductible then 30% $4,500 OOPMax	$3,243	-0.3%	$15 Generic $50 Brand $50 Specialty	Preventive/Chronic Rx Chronic Medical	$143,881
C) PH8	$1,175	$1,500 Deductible then 30% $2,250 OOPMax	$2,585	$3,000 Deductible then 30% $4,500 OOPMax	$3,231	-0.7%	$20 Generic $60 or $80 Brand $60 or $80 Specialty	Preventive/Chronic Rx Chronic Medical	$143,358

**Note: Coverage descriptions are only selected highlights.
Refer to Plan descriptions for complete coverage.

KF Kortlase Flinn Insurance & Financial Services

A)

2019 In-Network Medical Plan Overview

PriorityHealth

Office Visit Copays

A copay is the dollar amount you pay for a visit to a doctor or service provider.

Office visits apply to the deductible. Once met, a 10% cost share applies.

Prescription Copays

Cost you pay for medications depends on the drug's category.

Prescriptions apply to the deductible. Once met, a copay applies,

Generic: $10

Brand & Specialty: $40

(Deductible waived on certain drugs in 2019)

Deductible

You pay 100% of cost for services (such as x-rays, office visits or hospital stay) until you reach the Deductible Limit.

$1,350 Employee Only
$2,700 Family (2+ members)

The Family Contract deductible can be satisfied by any one covered family member or by a combination of family members

Coinsurance

Your cost share for services (such as x-rays, or hospital stay) AFTER Deductible Limit is met.

10% cost share applies until the total Out of Pocket maximum* has been met.

FREE PREVENTIVE CARE
for services like flu shots, birth control and cancer screenings

24/7 ONLINE DOCTOR VISITS
To access a doctor from your mobile device download MedNow app

*In-Network Out of pocket maximum is the most you'll pay in the plan year for all covered medical and prescription services: $2,000 Employee Only coverage or $4,000 Family combined (can be satisfied by any one family member or a combination of family members). Once reached, the plan pays 100% for all covered services. Benefit Limits, Deductibles and Maximums reset annually on January 1.

This is not intended to be a complete benefit description. For complete details, please refer to the Carrier's Benefits Summary 11/07/18

City of Boyne City PH8 Cost share analysis

	Single	Two Person	Family
Current monthly premium	$492.96	$1,084.51	$1,355.64
# employees enrolled	3	5	6
PH1	$537.68	$1,182.90	$1,478.62
PH8	$489.61	$1,077.14	$1,346.43

	Employee only	Employee + 1	Family		
Monthly premium difference	-$3.35	-$7.37	-$9.21		
Annual premium difference by coverage type	-$40.20	-$88.44	-$110.52	-$1,225.92	
Annual Enrolled Employee share	-$8.04	-$17.69	-$22.10	-$245.18	20%
Annual City share	-$32.16	-$70.75	-$88.42	-$980.74	80%
Out-of-Pocket increase per family	$250.00	$500.00	$500.00	$6,250.00	
ANNUAL Employee cost share by coverage type minus premium savings	**$41.96**	**$82.31**	**$77.90**	$1,004.82	20%
Annual City share HSA extra contribution by coverage type	$200.00	$400.00	$400.00	$5,000.00	80%
Annual City HSA contribution net cost of premium savings	$167.84	$329.25	$311.58	**$4,019.26**	

C)

City of Boyne City PH1 Cost share analysis

B)

Monthly premium difference	$44.72	$98.39	$122.98		
ANNUAL premium difference by coverage type	$536.64	$1,180.68	$1,475.76	$16,367.88	
ANNUAL Enrolled Employee share	**$107.33**	**$236.14**	**$295.15**	$3,273.58	20%
ANNUAL City cost share	$429.31	$944.54	$1,180.61	**$13,094.30**	80%

November 2019

November 2019

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

December 2019

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
Oct 27	28	29	30	31	Nov 1	2
3	4	5 5:00pm ZBA	6	7 8:30am Main Street Board mtg.	8	9
10	11 11:00am Veterans Day Ceremony	12 7:00pm City Commission	13	14 5:00pm Parks & Rec	15	16
17	18 5:00pm Planning Commission	19	20	21 5:00pm Historic District	22 5:00pm Holiday Open House 6:00pm Santa Parade	23
24	25	26 12:00pm City Commission	27	28 City Offices Closed Thanksgiving 2:30pm Thanksgiving Dinner (Eagles Hall)	29 City Offices Closed	30

December 2019

December 2019

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				

January 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
Dec 1	2	3 5:00pm ZBA	4	5 8:30am Main Street Board mtg.	6	7
8	9	10 7:00pm City Commission	11	12 5:00pm Parks & Rec	13	14
15	16 5:00pm Planning Commission 7:00pm Historical Commission	17	18	19	20	21
22	23	24 Christmas Eve (United States) City Offices closed 12:00pm City Commission	25 City Offices Closed Merry Christmas 11:00am Christmas Dinner (Presbyterian Church)	26	27	28
29	30	31 City Offices closed New Year's Eve (United States)	Jan 1, 20	2	3	4