



BOYNE CITY
CITY COMMISSION REGULAR MEETING
Tuesday, June 23, 2020 at 7:00 p.m.

Due to the COVID-19 situation and per the Governor's Executive Orders, this meeting will be held electronically. To participate via Zoom, connect to:

<https://us02web.zoom.us/j/81193820371> from your computer

The Zoom meeting id is 811 9382 0371
The password is 619538

One tap mobile

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For this and the other meetings below you can dial by your location using the phone numbers below and the highlighted meeting id for that meeting:

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The public will be allowed to comment during the usual public comment opportunities during the meeting per City Commission policy and practice. All other times the public will be muted.

Written comments will be accepted until 4:30 p.m. Monday, June 22nd. They may be mailed to or deposited in the City Hall Drop Box, 319 North Lake Street, Boyne City, MI 49712 to the attention of Cindy Grice, Boyne City Clerk/Treasurer or emailed to cgrice@boynecity.com

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CONSENT AGENDA

The purpose of the consent agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item(s) on the consent agenda be removed and placed as the last item under new business to receive full discussion. Such requests will be automatically respected.

- A. Approval of the May 26, 2020 City Commission regular meeting minutes as presented
- B. Approval of a Resolution to set an alternate date for the July or December Board of Review per the State of Michigan Governor's Executive Order 2020-87 and authorize staff to execute the document
- C. Approval to purchase five sets of Fire-Dex fire gear in the amount of \$11,560 and authorize the City Manager to execute the documents
- D. Approval of the contract extension offer from M&M Pavement Marking, Inc. of Grand Blanc MI and issue a purchase order in an amount not-to-exceed \$32,000 for pavement marking and authorize the City Manager to execute the documents

- E. Approval to grant approval to Boyne City Main Street to apply for a raffle license for the virtual Food Truck Rally
4. HEARING CITIZENS COMMENTS (on non-agenda items; 5 minute limit)
5. CORRESPONDENCE
6. CITY MANAGER'S REPORT
7. REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES
 - A. Approved minutes of the May 7, 2020 Main Street Board regular meeting
 - B. Approved minutes of the May 14, 2020 Main Street Board special meeting
 - C. Draft minutes of the May 19, 2020 Parks & Recreation Commission meeting
 - D. May 2020 Financial Statement
8. OLD BUSINESS
9. NEW BUSINESS
 - A. Boyne Heritage Collection Policy
Consideration to approve an agreement with the Boyne Heritage Center regarding its role as stewards of the historical collections resources owned by the City of Boyne City and held in public trust and authorize the City Manager to execute the documents
 - B. Shoreline Repairs Recommendations
Consideration to approve the recommended erosion control strategies as presented and authorize the design team to proceed with submitting permits, preparing bid documents and in the case of Lakeshore Drive engaging the residents whose properties are affected
 - C. Old Horton Bay Road Property Boyne Forest Trail Parking Lot & Trailhead Project
Consideration to authorize the City Manager to proceed with the construction of the Boyne Forest Trail parking lot and trailhead project
 - D. Gaming License Resolution
Consideration to approve of a request by the Boyne City Firefighters Association for a Local Governing Body Resolution for Charitable Gaming License and authorize the City Manager to execute the documents
 - E. Police Department Laptop Purchase
Consideration to authorize the purchase of three laptops for the Police Department along with the accompanying equipment from Tel-Rad at a cost not to exceed \$10,542 and authorize the City Manager to execute the documents
 - F. Police Vehicle Purchase
Consideration to approve the purchase of a 2021 Police SUV from Bob Mathers Ford in the amount of \$36,273.24 less a rebate of \$2,850 for a total amount not to exceed \$33,423.24 and authorize the City Manager to execute the documents
 - G. Vactor Truck Purchase
Consideration to purchase a Vactor truck from Fredrickson Supply in the amount of \$422,883.45 and authorize the City Manager to execute the documents

- H. 1910 Building Boiler
Consideration to accept the quote from Ballard's Plumbing & Heating in the amount of \$6,935 to repair the boiler at the 1910 Building and authorize the City Manager to execute the documents
- I. Veterans Pavilion Expansion Project Fire Suppression System Alarm Monitoring Recommendation
Consideration approve the contract with Habitec Security of Charlevoix, Michigan for the installation and monitoring of the fire suppression alarm system for the Veterans Pavilion.
- J. Compost Screener
Consideration to Commission award a purchase order contract for rental of a compost screener to Maverick Environmental Equipment of Alma, Michigan in an amount not-to-exceed \$10,500 and authorize the City Manager to execute the documents
- K. Future Meeting Format Discussion

10. GOOD OF THE ORDER

11. ANNOUNCEMENTS

- City office operations will be closed on Friday, July 3, 2020
- The next regular City Commission meeting is scheduled for July 14, 2020 at 7:00 p.m.

12. ADJOURNMENT

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



**MAY 26, 2020
REGULAR MEETING**

RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY COMMISSION MEETING DULY CALLED AND HELD VIA ZOOM MEETING, ON TUESDAY MAY 26, 2020

CALL TO ORDER

Mayor Neidhamer called the meeting to order at noon followed by the Pledge of Allegiance. Mayor Neidhamer also discussed the rules of the Zoom meeting.

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

Absent: None

Staff: Michael Cain, Cindy Grice, Patrick Kilkenny, Barb Brooks, Scott McPherson, Tim Faas, Kevin Spate and Mark Fowler

Others: There were three citizens in attendance via the Zoom meeting platform

**CONSENT AGENDA
MOTION**

2020-05-054
Moved by Conklin
Second by Page

Approval of the May 12, 2020 City Commission regular meeting minutes as presented

Approval to award a Purchase Order contract with Northern Michigan Dust Control for the 2020 Gravel Road Dust Control Program in an amount not-to-exceed \$25,515 and authorize the City Manager to execute the documents

Approval to award a purchase order contract with All Aspects Forestry for the 2020/2021 Street Removal and Trimming work in an amount not-to-exceed \$25,000 and authorize the City Manager to execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

CITIZENS COMMENTS

None

CORRESPONDENCE

Correspondence from Barry & Lisa Maginity regarding reopening Boyne City was received and filed.

**CITY MANAGERS
REPORT**

City Manager Cain reported:

- Last week was National Public Works week and our crews again showed their stuff getting the City to look good in a short amount of time for the Memorial Day Weekend.
- The final paving on Terrace has been completed. The vast majority of the paving on the Boyne Valley Trail has been completed and they will now be working on the ramps where the trail meets other roads. The North Lake Street / West Michigan Avenue continues to move forward with paving scheduled to begin next week.
- The Marina opened on schedule.

- The Farmers market has resumed its every Wednesday and Saturday operations from 8 – noon in Veterans Park and everything is going well.
- The Community Garden has been tilled and is being further prepared for operations this season

**REPORTS OF
OFFICERS, BOARDS
AND STANDING
COMMITTEES**

None

**Business Assistance
Measures**

Consideration to authorize the City Manager and his designees to work with existing Boyne City businesses, primarily in the downtown area, to use public spaces including streets, alleys, sidewalks, parking lots and parks as identified to enhance the conducting of their lawful businesses at no additional charge through Labor Day 2020. The City Manager shall further be authorized to make necessary modifications in keeping with the spirit and intent of this action subject to notification of the City Commission

City Manager Cain said that at our last meeting, the Commission was approached by Kirt Ploe of Sunnyside Bistro and other downtown businesses about possibilities the City could take to help them compensate for some of the space use restrictions they are under as part of the COVID-19 response time. The original plan was to have this discussion and possibly act on this matter today. It became apparent that that timetable needed to change once the Governor modified her Executive Orders to allow the partial reopening of retail, restaurants and bars in our part of the state effective early last Friday morning.

With the concurrence of the City Commission and working with our Main Street program, the Boyne Area Chamber of Commerce and after seeking the input of our business community with limited success we moved forward with a plan to provide existing downtown businesses access to public property adjacent or near to their properties. More specifically this includes: public sidewalks, parking lots, streets, Sunset and Old City Parks. Initially we looked into possibility of closing the 100 and 200 blocks of Water and South Park Streets to traffic, similar to what Traverse City is looking to do with Front Street. Based on the mix of our businesses and the impacts a street closure could have on some of them by limiting customer access and curbside service we felt a full closure was not the best option. Also, on South Park Street we were concerned about having to reroute the north/south truck route in that area. We have allowed Café Sante to both use far West end of Water Street and portion of Sunset Park for additional seating. That should not significantly affect other businesses. We have also allowed both food service and retail to use sidewalks adjacent to their businesses for seating and merchandise sales while maintaining the 4' clear space side requirement for pedestrians and handicapper access. We did look to moving pedestrians to the on-street parking areas on one or more sides of the streets to allow the entire sidewalk area to be used for seating or merchandise but backed away from that due to safety concerns from adjacent street side vehicle traffic and difficulty getting people with handicaps over the curb if they wanted to visit a particular business.

With regards to food trucks we have allowed the one owned by Sunnyside to go in the traffic place in front on their business. I would think we should consider allowing others to do the same or go into one of the other designated areas shown on the attached map on a case by case basis. Depending on the need and interest received, we propose that City staff be authorized to work with businesses on using the public spaces identified on the attached map in and adjacent to, Old City Park, Sunset Park, the parking lots south of Stiggs and the Main Street and Chamber offices, along with the enhanced sidewalk, street and alley (like the one behind Sunnyside, Red Mesa, and Provisions on a case by case basis through Labor Day 2020. In addition to using space directly next to their businesses we should also be able to allow them to use adjacent space that might be available and going unused by the other business, with their approval. All businesses would still need to follow the requirements of the State (including Governor and LCC), Health Department and others.

I think this will be an evolving process throughout the summer with possible changes necessary depending on legal requirements, health requirements, and what we learn from experience. Hopefully we will have gained some experience over the Memorial Day weekend to help begin to further guide us as we consider this matter tonight. In many respects I believe the response we provided just before the holiday may need to continue to be the model we follow thru the rest of the year as the situation changes.

Since the purpose of this is to help our existing City taxpaying businesses survive and provide jobs and resources for our citizens in these extraordinary times I think we should waive all City fees for these services at least thru the end of 2020. We will develop any necessary paperwork for the businesses to complete and return.

Staff Comments: Main Street Director Kelsie King Duff said that overall, the weekend went really smooth. With this flexibility, it worked.

Citizens Comments: Boyne Area Chamber Director Kim Aiken thanked Mike and Kelsie and all at the City for being so responsive.

Board Discussion: All Commissioners agreed. Commissioner Solomon asked if there was a way to communicate to our visitors what the City is doing to be safe.

MOTION

2020-05-055
 Moved by Page
 Second by Conklin

To authorize the City Manager and his designees to continue on as we did this past weekend with staff and businesses working together, while using Labor Day 2020 as a checkpoint.

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

MDOT Category B Grant Application

Consideration to approve the model resolution to establish a request for \$181,500 of funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the streets included and as funded by the State Transportation Economic Development Fund (TEDF) – Category B Program for FY 2021 and authorize the City Manager to execute the documents.

Director of Public Works Tim Faas stated that MDOT announced another round of State Category B grants for cities and villages with populations of less than 10,000 for road improvements. The city staff, together with our design consultant C2AE, has reviewed the applicability of the grant for the above noted road and bridge maintenance projects currently under design and found these could make for a worthy submission. It would mean delaying construction of the following three (3) projects until the next fiscal year, which is not a major concern:

The grant applications are due on/or before June 1, 2020 for the State fiscal year 2021. Soft costs such as engineering are not eligible for the grant. A resolution by the City Commission, in support of the application, is required to be submitted along with the application

MDOT indicated it intends to make notification of the successful applicants in mid-July of this year. The funds would be available as of October 1, 2020 which means a tight window for construction during the current calendar year and most likely, construction next spring. The maximum grant request is \$250,000 with a 50% match allowing for total project costs of up to \$500,000. The net cost to the City of Boyne City for these projects with a grant would be \$181,250. We have presently budgeted \$265,200 for these projects in the current fiscal year which would be deferred to next year if successful with the grant application.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are agreement with the request.

MOTION

2020-05-056
 Moved by Solomon
 Second by Grunch

Approval to approve the model resolution to establish a request for \$181,500 of funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the streets included and as funded by the State Transportation Economic Development Fund (TEDF) – Category B Program for FY 2021 and authorize the City Manager to execute the documents.

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

**W. Michigan Avenue
 Reconstruction Change
 order**

Consideration to approve Contract Modification 1 to MDOT Contract No. 19-5469 for the shoulder widening work along W Michigan Avenue for an amount not-to-exceed \$6,596.35. Further, I would recommend the Director of Public Works approve payment through the ProjectWise software.

Director of Public Works Tim Faas stated that in October 2019, the City Commission approved a contract with MDOT for the resurfacing of N Lake Street and W Michigan Avenue from the City boat launch to the intersection of W Michigan at Boyne City-Charlevoix Road. This is an MDOT managed project of which about two-thirds of the cost is being paid from State & Federal funds.

Concurrently with this work, the City of Boyne City has been planning a non-motorized pathway along this route to safely allow cyclists to get from the Boyne City - Charlevoix trail to the downtown area. At the last public meeting held on the non-motorized pathway a suggestion was made to consider widening the shoulders along N Lake Street and W Michigan Avenue to provide a safer route until the pathway can be constructed in the future.

Payne & Dolan, C2AE and I have walked the site to assess where the widening can occur and the segment between Charlevoix Street to the intersection of W Michigan at Boyne City-Charlevoix Road can be widened by one foot on each side. Payne & Dolan have priced that widening to MDOT in the form of a contract modification which is attached. The total cost is estimated to be \$6,596.35 and would be funded 100% by the City of Boyne City.

An amount of \$34,668 was budgeted in 2020/2021 for any extra work on this project. Payments to the Contractor (Payne & Dolan) are managed through a secure software system that MDOT uses called ProjectWise. Any modifications would be approved and paid through that system. I am the project representative authorized to approve modifications and payments on behalf of the City of Boyne City. If the City Commission approves the request, it will be handled electronically.

Staff Comments: None

Citizens Comments: None

Board Discussion: All are in agreement with the recommendation

MOTION

2020-05-057
 Moved by Conklin
 Second by Solomon

To approve Contract Modification 1 to MDOT Contract No. 19-5469 for the shoulder widening work along W Michigan Avenue for an amount not-to-exceed \$6,596.35. Further, I would recommend the Director of Public Works approve payment through the ProjectWise software

Ayes: 5
Nays: 0
Absent: 0
Motion carried

**Shoreline Erosion
Control Design Services
Contract**

Consideration to approve retaining the services of C2AE Consulting Engineers for an amount not-to-exceed \$5,000 and Armstrong Environmental LLC for an amount not-to-exceed \$10,000 to assist the City with field survey, design, permitting, bidding and construction engineering services for the shoreline erosion control projects and authorize the City Manager to execute the documents.

Director of Public Works Tim Faas reported that on April 13, 2020 the high lake levels, combined with high winds off Lake Charlevoix, caused significant shoreline erosion at a number of city-owned and private properties within the City of Boyne City. A preliminary damage assessment was conducted the following day to initially assess the damage and quickly prioritize locations for repair.

The areas that are the most severely damaged (i.e. the highest priorities) were:

1. John Street Road End Park (note, it had damage from late 2019 that was exacerbated)
2. Veterans Park peninsula
3. Lakeshore Drive between Marshall Road and the city limits
4. F Grant Moore Municipal Marina

Other city-owned properties were also damaged and will be dealt with in the near future.
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Temporary measures to stabilize a) the failed concrete seawall in Veterans Park; and b) the failed stone rip-rap revetment along Lakeshore Drive were performed to protect the city assets. Discussions with the State of Michigan Department of Environment Great Lakes & Energy (EGLE) officials commenced on May 7, 2020 regarding our strategy and actions taken to date.

A meeting was held on May 11, 2020 in the field with representatives from C2AE Consulting Engineers (our City Engineering firm) and Armstrong Environmental LLC to further assess the damages and determine the scope of the repair options. I am comfortable using a team approach between these two firms that have worked together before, and the city staff.

The services to be performed would include field survey work, design, bid specifications and construction inspection. Exactly which firm or team member will perform these will be worked out as we

proceed. A proposal from Armstrong Environmental Services LLC was received and reviewed. The cost of those services is estimated to be \$12,800. The costs for our Engineering Consultant can be billed as needed based on the agreed-to hourly rates for a not-to-exceed amount of \$5,000.

An effort to coordinate with the private property owners along Lakeshore Drive has also commenced as the shoreline requiring repair is located on private property. I have been discussing how to handle that moving forward with the City Attorney. Some legal costs are anticipated to ensure the work is conducted in accordance with State law.

I am optimistic that we can begin the repairs by July, subject to permit approvals by the EGLE and US Army Corps of Engineers (ACE) and not needing a lengthy public notice period. A total of \$100,000 was budgeted for shoreline erosion in the current Parks & Recreation capital budget. I do anticipate the costs to well exceed that amount, so a long term strategy will be needed to address all the areas impacted by these high water levels. A grant to cover 50% of the emergency sidewalk repairs at the City Marina was submitted last week to State MDNR.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Solomon inquired about Tannery Park and was informed that park would be sandbagged and once we will probably have information regarding solutions at the second meeting in June. All Commissioners are in agreement with the recommendation.

MOTION

2020-05-058
Moved by Conklin
Second by Grunch

To approve retaining the services of C2AE Consulting Engineers for an amount not-to-exceed \$5,000 and Armstrong Environmental LLC for an amount not-to-exceed \$12,800 to assist the City with field survey, design, permitting, bidding and construction engineering services for the shoreline erosion control projects. Further, I would recommend the City Manager execute the documents

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Charlevoix County Parks Millage Agreement for Boyne Forest Trail Project

Consideration to authorize the City Manager to execute the agreements with Charlevoix County for the Boyne Forest Trail parking lot and trailhead project.

Director of Public Works Tim Faas reported said that in January 2020, the City made two (2) applications, jointly with Evangeline Township, for an allocation from the current fiscal year County Parks

Millage to fund a portion of the above projects as part of the Boyne Forest Trail system. Part A of the joint application was for a 30-parking space gravel lot along the road frontage on Old Horton Bay Road. Part B of the application was for the trailhead area and a 1,500-foot-long gravel pathway from the parking lot to the Boyne Forest Trails located in the woods at the northeast end of the property. The cost of the two parts is estimated to be \$58,020 of which the City proposed to contribute \$12,847 in the way of in-kind labor and equipment costs. As such the grant amount requested was \$45,173.

Following the review of the proposals made to the County, our application scored the highest; however, the County decided to only fund \$10,000 for each of the City and Evangeline Township requests (note, all of the \$20,000 total would be granted to the City as the property owner). The City appealed to the County to reconsider the amount funded, but the request did not get the majority support of the County Commissioners required for reconsideration. Accordingly, the project has a \$25,173 gap in funding.

The grant agreements were received from Charlevoix County on May 7, 2020 and the City has 30 calendar days to execute the agreements. The situation was discussed with the Parks & Recreation Commission last week and the majority of the members supported moving forward understanding the City (or possibly other partners) would need to make up the \$25,173 funding gap. The Top of Michigan Mountain Bike Association (TOMMBA) is meeting on May 26 to discuss a fund raising effort to help bridge the gap.

There are several capital projects planned for 2020 in the approved budget; however, given the funding impacts of the COVID-19 pandemic we are carefully considering which projects should proceed, or possibly be deferred to future years. This project is one of few planned that has a non-city revenue source, albeit less than we had hoped. Also during the Parks and Recreation Master Plan update late last year, some of the top priorities identified in the Community Survey were additional multi-use trails, mountain bike trails and more natural areas. This project clearly meets those needs. As such, I would recommend we proceed.

Staff Comments: None

Citizens Comments: Michele Cortright spoke in favor of this recommendation. Outdoor recreation is critical to recovery of Covid 19. Steve Schnell said that he is in favor of this going forward and in place this year.

Board Discussion: Commissioner Solomon said he is not sure if we should move ahead right now based on the original agreement with TOMMBA doing their fundraising. Could we negotiate with the County to get more time to raise the match amount? Commissioner Conklin likes the direction of Commissioner Solomon. Maybe it could be contingent on receiving donated funds to match. All other Commissioners support the recommendation to move forward.

MOTION

2020-05-059
 Moved by Conklin
 Second by Page

To authorize the City Manager to proceed with Charlevoix County for the Boyne Forest Trail parking lot and trailhead project grant and return this project to the City Commissioner prior to construction

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

MDNR Grant Application

Approval to file a grant application for the Michigan DNR Waterways Grant Application in the amount of \$15,250 with a 50% local match resulting in a total project cost of \$30,250 and authorize the City Manager to execute the documents

Director of Public Works Tim Faas said that on May 15, 2020 we made application to the State of Michigan DNR for a grant to help fund the emergency repairs to roughly 200 lineal feet of the City Marina walkways that were damaged due to the recent high water levels. The MDNR indicated it intends to make notification of the successful applicants soon. The grant request was for \$15,125 of Waterways funds with a 50% local match resulting in a total project cost of \$30,250. We are recommending to go forward with this grant application.

Staff Comments: None

Citizens Comments: None

Board Discussion: Commissioner Conklin asked if the work can be done now and wait for the grant. Tim said the deadline has been extended and usually you cannot start work until the grant is awarded.

MOTION

2020-05-060
 Moved by Conklin
 Second by Grunch

Approval to file a grant application for the Michigan DNR Waterways Grant Application in the amount of \$15,250 with a 50% local match resulting in a total project cost of \$30,250 and authorize the City Manager to execute the documents

Ayes: 5
 Nays: 0
 Absent: 0
 Motion carried

**Closed Session
MOTION**

2020-05-061
 Moved by Neidhamer
 Second by Grunch

To approve the request of the City Manager to go into closed session to consider the purchase of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976 at 1:40 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

Return to Open Session
MOTION

2020-05-062
Moved by Neidhamer
Second by Page

To return to Open Session at 2:41 p.m.

Ayes: 5
Nays: 0
Absent: 0
Motion carried

MOTION

2020-05-063
Moved by Grunch
Second by Page

To authorize the City Manager and City Clerk / Treasurer to execute the necessary documents for the purchase of property

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

Good of The Order

None

ADJOURNMENT

Motion by Mayor Neidhamer, second by Mayor Pro-tem Grunch to adjourn the Regular City Commission meeting of Tuesday, May 26, 2020 at 2:43 p.m.

Tom Neidhamer
Mayor

Cindy Grice
Clerk / Treasurer

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Cindy Grice, City Clerk/Treasurer
Date: June 18, 2020
Subject: Executive Order for Alternate BOR dates



Governor Whitmer recently signed Executive Order No. 2020-87 that requires the July Board of Review to hear assessment appeals. Normally, the July and December Board of Review meetings are for fixing qualified errors and Principal Residence status, Veteran's Exemptions, Hardship Exemptions, etc for the assessment rolls. With this Executive Order, property owners will now be allowed to appeal their assessments. If taxpayers already appealed at the March BOR, this cannot be a review of that same appeal again. The dates for the July and December are set by the General Property Tax Act.

Our Assessor, Joe Lavender is recommending that we set aside a time period of roughly two hours per meeting and post this meeting per the requirements of the Open Meetings Act. Joe is estimating a two hour time frame per the meeting. If necessary, the executive order would allow us, by resolution, to schedule an alternate date during the week of the third Monday of July if necessary.

I have attached a resolution for your review.

If you have further questions, please contact me at any time.

Resolution to Set an Alternate Date for the July or December Board of Review

WHEREAS, Section 53b of the General Property Tax Act, MCL 211.53b, requires a Board of Review that meets in July to meet on Tuesday following the third Monday in July, and a Board of Review that meets in December to meet on the Tuesday following the second Monday in December; and

WHEREAS, assessors who work for multiple jurisdictions are not always able to attend the Board of Review meeting for each township when they meet on the same day; and

WHEREAS, Public Act 122 of 2008, effective May 9, 2008, allows an alternate July Board of Review meeting date during the week of the third Monday in July; and an alternate December Board of Review meeting date during the week of the second Monday of December; and

WHEREAS, The Governor issued Executive Order 2020-87 that included provisions for the July Board of Review in 2020 to expand authority.

WHEREAS, it will benefit the residents of The City of Boyne City to have the assessor available to assist the Board of Review and taxpayers in processing tax appeals and poverty exemptions;

NOW, THEREFORE, BE IT RESOLVED that an alternate day may be selected during the week of the third Monday of July and alternate day may be selected during the week of the second Monday of December for the purpose of conducting Board of Review (MCL 211.53b)

The foregoing resolution offered by _____.

Second offered by _____.

Upon roll call vote the following voted "Yes": _____
(list names of members voting "yes")

"No": _____
(list names of members voting "no")

The _____ declared the resolution adopted.

(Name), Clerk

Date: _____

319 N. Lake Street
Boyne City, MI 49712



Memo

To: Michael Cain *Mc*

From: Boyne City Fire Dept.
Dennis Amesbury, Fire Chief

Date: 6/18/2020

Re: Replace Fire Gear

To purchase 5- sets of Fire- Dex fire gear which includes jacket and bunker pants to replace our older and worn gear for our main interior and attack crews .NFPA requires fire departments to replace fire gear every 10 years and our gear is at that point for most of our men. We have researched and tried other gear, the guys liked how the fire dex gear fit and mobility of this gear. Fire gear from other companies are all close to the same prices. We have dealt with fire dex before and they gave us the best price and service on our purchase and I do have the money in this budget to purchase this gear.

5- sets bunker gear jacket and pants \$ 2316.00 a set Total \$ 11,580.00

THANK YOU

Dennis Amesbury

Fire Chief

-

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Tim Faas, Director of Public Works
Date: June 18, 2020
Subject: **Pavement Marking Contract Extension Recommendation**



BACKGROUND:

Once again this year, I requested and received a contract extension offer from the firm who was awarded our pavement marking contract two (2) years ago in response to an invitation to bid. The total value of the contract awarded last year was \$28,864.43 based on a detailed unit price quote for mainline striping, as well as parking spots, stop bars, cross walks and symbols painting. The contractor is willing to extend the same unit prices to 2020 provided the scope of work is similar to what was performed in 2018. My initial review of the quantities is that we should do a similar amount of work noting it would be a little more than 2019.

Given the fact we often only receive one (1) bid for this work, it would save us time to prepare the Invitation to Bid documents, place the advertisement, award and schedule the work if we accepted the offer. As such, I think it is in the City's best interest to accept the offer perhaps with a cap of \$32,000 in value. This work is charged to both the local streets (25%) and major streets (75%) #930 maintenance accounts.

RECOMMENDATION:

It is my recommendation that the City Commission approve the contract extension offer from M&M Pavement Marking, Inc. of Grand Blanc MI and issue a purchase order in an amount not-to-exceed \$32,000. 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: Email on Contract Extension (dated 6/18/2020)

Tim Faas

From: David Lawler <davemmpavement@aol.com>
Sent: Wednesday, June 17, 2020 11:48 AM
To: Tim Faas
Subject: Re: Boyne City Pavement Markings

Hi Tim,

That works great. I will get you on the schedule.

Dave

Sent from my iPhone

On Jun 16, 2020, at 11:40 AM, Tim Faas <tfaas@boynecity.com> wrote:

Dave

Here's an updated inventory with all the major streets we currently have striped and a list for 2020. It gets us back up in the range of the prior years. There is only one street not on the list for this year as it was just reconstructed and painted by MDOT's contractor for us. We'd also do the symbols and parking as usual. Hopefully this will work for you.

Tim Faas
Director of Public Works
City of Boyne City
231.582.0375

From: davemmpavement@aol.com [mailto:davemmpavement@aol.com]
Sent: Tuesday, June 2, 2020 12:03 PM
To: Tim Faas <tfaas@boynecity.com>
Subject: Re: Boyne City Pavement Markings

Hi Tim,

I looked over the unit prices for the symbols & Legends, Parking Striping, and the long line (centelines and edgelines).

We had a large increase last year mid season (a large industrial complex explosion in China took out 2 supply plants of yellow pigment) and another one this spring for the yellow traffic paint.

I can renew the pricing for the the symbols & legends and the parking lot and street parking striping. I can renew the centerline and edgeline pricing of .05 if you paint more roads then you did last year. The cost of materials, employees and mobilization of the large paint truck all the way north to your city has a break even point to paint the few miles you have.

Find attached the work we completed last year, 2019, and the work we did in 2018. To keep the same unit price of .05 for the centerline and edgeline you will need to paint close to that dollar amount (top 4 lines) of what we painted in **2018** so we can generate some profit from that equipment (the large paint truck only paints the centerline and edgelines, the symbols are done by a different crew and equipment and the parking striping is done by a 3rd different crew and equipment). So we are mobilizing 6 different pieces of equipment, trucks and 3 different crews from Burton Michigan down state near Flint Michigan to your city.

Let me know what you think and also let me know if you have any questions.

My cell number is: 810-691-7686

Thanks,

Dave

David Lawler
M & M Pavement Marking, Inc.
PO Box 530
Grand Blanc, MI 48480
810-691-7686 Cell
810-695-4684 Fax

davemmpavement@aol.com

-----Original Message-----

From: Tim Faas <tfaas@boynecity.com>

To: davemmpavement@aol.com <davemmpavement@aol.com>

Sent: Wed, May 27, 2020 7:58 am

Subject: Boyne City Pavement Markings

Dave

Would you be willing to extend your unit prices from 2019 to this year trusting we do a similar quantity of work?

Tim Faas
Director of Public Works
City of Boyne City
231.582.0375

<Boyne City Pavement Markings Inventory.xlsx>



To: Michael Cain, City Manager 
Boyne City City Commission

From: Kelsie King-Duff, Executive Director 
Jordan Peck, Market Manager

Date: June 18, 2020

Subject: Food Truck Rally Raffle License

OVERVIEW:

The Boyne City Farmers Market holds a Food Truck Rally each year as a fundraiser for the market. Due to COVID-19, the event will not be able to take place this year as attendance at outdoor events is limited and food sampling is not allowed. The market plans to hold a virtual Food Truck Rally, where a gift certificate will be purchased from each downtown dining establishment and raffled off to ticket buyers. In order to hold a raffle a license must be obtained from the Charitable Gaming Division of the Michigan Lottery. The application requires approval from City Commission. The full application follows this memo.

RECOMMENDATION:

The Boyne City City Commission grant approval to Boyne City Main Street to apply for a raffle license for the virtual Food Truck Rally.

Options include:

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



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

RAFFLE LICENSE APPLICATION

For Bureau Use Only

PLEASE PRINT OR TYPE IN BLUE OR BLACK INK.

QUALIFICATION INFORMATION	1. Organization Name City of Bayne City Downtown Development Authority			2. Organization ID Number or Last License Number Issued	
	3. Organization Street Address 113 S. Lake St.		City Bayne City	State MI	Zip Code 49712
	Organization Mailing Address 113 S. Lake St.		City Bayne City	State MI	Zip Code 49712
			County Charlevoix		
4. Has your organization ever received a license such as bingo, raffle or charity game ticket? <input type="checkbox"/> Yes - Complete application and submit with the appropriate fee. <input checked="" type="checkbox"/> No - You must submit the documentation requested on the Qualification Requirements sheet and become qualified before any licenses can be issued. The Qualification Requirements sheet can be obtained from our website at www.michigan.gov/cg or by calling our office at (517) 335-5780.					
5. Is your organization a candidate committee, political committee, political party committee, ballot question committee, independent committee or any other committee as defined by, and organized pursuant to, the Michigan Campaign Finance Act 388 of the Public Acts of 1976, as amended, being sections 169.201 to 169.282 of the Michigan Compiled Laws? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			6. Has your organization received contributions or made expenditures of \$500 or more in the last calendar year for the purpose of influencing or attempting to influence the action of voters for or against the nomination or election of a candidate, or the qualification, passage, or defeat of a ballot question? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

SIGNATURE(S)	7. Provide name, title, home address, and telephone numbers for the PRINCIPAL OFFICER, e.g., president, grand knight, worthy matron, etc., and the vice president or equivalent and one other officer of the organization. SIGNATURE OF PRINCIPAL OFFICER REQUIRED - OR - signatures of the vice president or equivalent and one other officer. NOTE: Executive director signature not acceptable.		
	Name and Title	Street, City, State, ZIP Code	Telephone Numbers
	Principal Officer Rob Swartz		Day ()
	Title Board Chair	Bayne City, MI 49712	Evening ()
	Signature of Principal Officer		Date
	- OR -		
	Name and Title	Street, City, State, ZIP Code	Telephone Numbers
	Vice President or Equivalent Datti Gabos		Day ()
	Title Vice Chair	Bayne City, MI 49712	Evening ()
	Signature of Vice President or Equivalent		Date
	Name and Title	Street, City, State, ZIP Code	Telephone Numbers
	Other Officer Michelle Cortright		Day ()
Title Immediate past Chair	Bayne City, MI 49712	Evening ()	
Signature of Other Officer		Date	
By signing above, I CERTIFY that I am at least 18 years of age, the organization applying is a NONPROFIT organization, I have examined this application and there is no misrepresentation or falsification in the information stated or attached, and the facts underlying our original qualification status remain unchanged. I CERTIFY that ALL chairpersons associated with this raffle will read and understand the duties and responsibilities of a Raffle Chairperson as described in the Raffle Guide and Raffle Rules before performing any duties as a chairperson. I FURTHER CERTIFY that I am aware that false or misleading statements will be cause for rejection of this application or revocation of the right to obtain any future licenses and I AM AWARE OF AND AGREE TO the conditions of Act 382 of the Public Acts of 1972, as amended, and the rules and directives of the Michigan Bureau of State Lottery.			

COMPLETE THE ENTIRE APPLICATION AND MAKE A COPY FOR YOUR RECORDS



COMPLETION: Required for licensure.
 PENALTY: No license will be issued.

8. Contact Person

Kelsie King-Duff

Mailing Address Where License Should Be Sent

113 S. Lake St.

City
Boyer City

State

MI

ZIP Code

49712

Telephone Number (Day)

(231) 582-9009

Email Address

mainstreet@boyne

9. Raffle Location (building name, if any)

Boyer City Main Street office

Street Address

113 S. Lake St.

City

Boyer City

ZIP Code

49712

County

Charlevoix

10. List name, home address, and telephone numbers of the raffle chairperson(s). Must be a member for 6 months. If your organization does not have general membership, chairperson must be a board member for 6 months. Playing card progressive raffles require at least 2 chairpersons. Attach additional list if necessary.

Raffle Chairperson	Street, City, State, ZIP Code	Telephone Numbers
Name <u>Jodie Adams</u>	<u>Boyer City, MI 49712</u>	Day ()
		Evening ()
Name		Day ()
		Evening ()

11. Dates when total value of all prizes awarded in one day is \$500 or LESS.

Drawing Date(s) and Time(s) (Must be between the hours of 8 a.m.-2 a.m.)

Date 9-5-20 Time a.m. 11 a.m. to Noon a.m.

Date _____ Time a.m. _____ to _____ a.m.

Date _____ Time a.m. _____ to _____ a.m.

Check here if there are additional drawing dates and attach list.

Dates when total value of all prizes awarded in one day is MORE than \$500.

Drawing Date(s) and Time(s) (Must be between the hours of 8 a.m.-2 a.m.)

Date _____ Time a.m. _____ to _____ a.m.

Date _____ Time a.m. _____ to _____ a.m.

Check here if there are additional drawing dates and attach list.

12. License Fee

All drawing dates included on this application must be at the same location.

Small Raffle Drawings - \$15 for 1, 2, or 3 dates plus \$5 for each additional drawing date.

Large Raffle Drawings - \$50 for each drawing date.

a. 1, 2, or 3 small drawing dates \$15 = 15

b. Additional small drawing dates _____ x \$5 = _____

c. Large drawing dates _____ x \$50 = _____

FEE (total lines a, b and c)

15

13. If you are conducting an in-house raffle ONLY where there is no presale of the raffle tickets before the event, there is no need to complete the raffle ticket below.

14. If you are preselling tickets before the event, complete the boxes below in ink; ensure the ticket is printed with all of the required items according to Raffle Rule 506.

Indicate any additional information that will appear on the actual tickets.

RAFFLE		<u>001</u> Ticket #	<u>001</u> Ticket #
<u>City of Boyer City Downtown Development Authority</u>			
<u>Sept. 5, 2020</u> Drawing Date(s)	<u>11</u> a.m. Drawing Time(s)	Purchaser's Name _____	
<u>Two \$25 gift cards to downtown restaurant of your choice</u> First Prize		Purchaser's Address _____	
<u>\$10</u> Ticket Price		Purchaser's Phone # _____	
<u>Boyer City Main Street</u> Raffle Location		<i>(to be added when issued)</i> License Number	

* For large prizes, you may want to include a disclaimer that states "If xxx (indicate number) tickets are not sold, the drawing will revert to a 50/50 raffle with the minimum prize of \$xxx (indicate dollar amount) awarded."

Make checks payable to: STATE OF MICHIGAN

Submit completed application, supporting documents, and license fee to:

Charitable Gaming Division, Box 30023, Lansing, MI 48909

OVERNIGHT DELIVERY: 101 E. Hillsdale, Lansing, MI 48933

RAFFLE INFORMATION

TICKET INFORMATION



Approved: 6-4-20 JH

Meeting of May 7, 2020 MINUTES OF THE BOYNE CITY MAIN STREET BOARD REGULAR MEETING HELD ON THURSDAY, MAY 7, 2020 at 8:30 AM VIA ZOOM MEETING

Call to Order Chair Rob Swartz called the meeting to order at 8:30 a.m.

Roll Call Present: Jodie Adams, Anna Burkhart, Michael Cain, Michelle Cortright, Patti Gabos, Becky Harris, Patrick Little and Rob Swartz

Absent: Bob Grove

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

Public: One

Approval of Minutes MOTION Cain moved, Cortright seconded, PASSED UNANIMOUSLY, to approve the March 5, 2020 minutes as presented.

Hearing Citizens Present None.

Correspondence Received and filed.

Committee Reports Organization Committee Minutes received and filed. The budget and a Covid-19 scenario budget were discussed. Boyne Thunder is cancelled. The internship position for Main Street/Chamber of Commerce that was planned for the summer has been cancelled. The Farmer's Market will open May 16th with safety guidelines in place.

Promotions/Marketing Committee The Promotions Committee did not meet. An email update was provided in the agenda packet.

Design Committee The Design Committee met on May 4th. The Façade Grant was discussed. They want feedback from the Main Street Board on direction the program will take this

summer. Maintenance of the railings by the River Walk and the garden club plantings were discussed.

Economic Vitality

A team of eight people has been established for the EV Committee.

Director's Report

Received and filed.

Unfinished Business

None.

New Business

TIF Plan

TIF Plan

Consideration to approve a contract with Mac Consulting Services LLC for TIF Plan renewal services.

Boyne City Main Street's main source of funding comes through the DDA Tax Increment Financing (TIF) plan. This plan is set to expire in 2024. Mac McClelland provided two options for review, a basic and an enhanced plan. The Board agreed that the more affordable plan makes the most sense at this time.

MOTION

Cain moved, Adams seconded, PASSED UNANIMOUSLY to approve a contract with Mac Consulting Services LLC for TIF Plan renewal services at an estimated cost of \$16,400.

Holiday Lighting Contract

Holiday Lighting Contract

Consideration to approve a 1 year contract with Hometown Decoration and Display, LLC in the amount of \$6,260 for holiday lighting during the 2020-21 season.

Hometown Decoration and Display provides for the lighted snowflakes and large lighted decorations for our downtown. They have been a good company to work with. This contract is a small increase over last year.

MOTION

Adams moved, Cortright seconded, PASSED UNANIMOUSLY to approve a 1 year contract with Hometown Decoration and Display, LLC in the amount of \$6,260 for holiday lighting during the 2020-21 season.

Façade Grants

2020 Façade Grants

Each spring BCMS has given façade reimbursement grants to local businesses to help with renovations to their buildings. The Board discussed whether this program should continue this year given the current situation with COVID-19.

One application was received this year from Michele Frasz for 111 E Main. She encouraged the Board to consider the request as she has spent considerable time and effort fixing up her building to be historically accurate. The Board discussed and agreed that the Design Committee should continue the normal process for Façade Grant applications.

Financial Report

Financial Report Review

The Financial Report was received and filed.

Good Of The Order

- Construction is set to resume on the Pavilion after a break due to Covid-19. It is expected to be completed in June.
- Road work on N Lake Street and West Michigan Avenue will start on Monday May 11th.
- The Boyne Valley Bike Trail is being paved. It is on track for a June 12th completion.
- Kudos to Charlevoix State Bank and 4Front Credit Union for moving stimulus funds forward.
- Though City Hall is closed to the Public, the City continues to function very well.
- DPW and the Water Department will be back to regular operations on Monday May 11th.
- The May 5th election had a good absentee ballot turnout.
- Lakes on Loft is moving forward. The State approved a \$600,000 grant for Brownfield improvements.
- A consulting firm has developed a trail plan for the Boyne Forest Trail System. Fund-raising will be the next step.
- BCPS continues with remote learning plans. The approved millage provides them the opportunity to improve the schools.
- Local businesses look to be conservative in plans to reopen.

Enter Closed Session MOTION

Cain moved, Adams seconded, PASSED UNANIMOUSLY to go into closed session regarding acquisition of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 9:42 a.m.

Return To Open Session MOTION

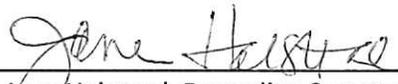
Cain moved, Cortright seconded, PASSED UNANIMOUSLY to return to open session at 10:33 a.m.

Schedule a Special Meeting MOTION

Cain moved, Adams seconded, PASSED UNANIMOUSLY to authorize the Main Street Board Executive Director to schedule a meeting for the Main Street Board for Thursday May 14, 2020 at 8:30 a.m. for the purpose of going into a closed session regarding acquisition of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976).

Adjournment

The May 7, 2020 meeting of the Boyne City Main Street Board was adjourned at 10:33 a.m.



Jane Halstead, Recording Secretary



Approved: 6-4-20 

Meeting of
May 14, 2020

MINUTES OF THE BOYNE CITY MAIN STREET BOARD SPECIAL MEETING HELD
ON THURSDAY, MAY 14, 2020 at 8:30 AM VIA ZOOM MEETING

Call to Order

Chair Rob Swartz called the meeting to order at 8:33 a.m.

Roll Call

Present: Jodie Adams, Anna Burkhart, Michael Cain, Michelle Cortright, Patti Gabos, Becky Harris, Patrick Little and Rob Swartz

Absent: Bob Grove

Meeting
Attendance

City Staff: Executive Director Kelsie King-Duff, Recording Secretary Jane Halstead, Assistant Planning Director Patrick Kilkenny

Public: None

Enter Closed Session
MOTION

Adams moved, Cortright seconded, PASSED UNANIMOUSLY to go into closed session regarding acquisition of real property as provided in MCL 15.268 (d) of the Michigan Open Meetings Act (PA 267 of 1976) at 8:34 a.m.

Return To Open Session
MOTION

Cain moved, Adams seconded, PASSED UNANIMOUSLY to return to open session at 9:37 a.m.

Purchase of Real
Property
MOTION

Gabos moved, Cain seconded, motion passed with a roll call of 6 votes in favor and 2 against to authorize the Main Street Board Executive Director to continue negotiations to purchase real property.

Adjournment
MOTION

Cortright moved, Adams seconded, PASSED UNANIMOUSLY to adjourn the May 14, 2020 special meeting of the Boyne City Main Street Board at 9:44 a.m.

A handwritten signature in cursive script, appearing to read "Jane Halstead".

Jane Halstead, Recording Secretary



Approved:

**Meeting of
May 19, 2020**

RECORD OF THE PROCEEDINGS OF THE **REGULAR BOYNE CITY PARKS AND RECREATION COMMISSION MEETING** HELD AT 5:00 P.M. VIA ZOOM (video conferencing) ON TUESDAY, MAY 19, 2020.

Call to Order

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

Roll Call

Present: Mike Sheean, Tom Smith, Heather Huffstutler, Greg Vadnais, Diane Sterling, Lisa Alexander Rob Weick, and Hugh Conklin

Absent: None

Meeting Attendance

City Staff: DPW director Tim Faas, Assistant Planning/Zoning Administrator Patrick Kilkenny and recording secretary Barb Brooks

Public Present: two

**Approval of Minutes
MOTION

Conklin moved, Alexander seconded, PASSED UNANIMOUSLY a motion approving the March 12, 2020 minutes as presented.

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

None

Director's Report

Faas provided a written report.

Correspondence

None

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

Park Inspection Reports – Discussion on re-assigning parks to members at the next meeting to ensure coverage and include new members.

User Groups – None

Unfinished Business

None

New Business

**Parking Lot and
Trailhead Projects (Old
Horton Bay Rd
Property)**

Faas informed the board that while we were successful in obtaining some funds through the County Parks Millage allocation, we did not receive the amounts requested for either project leaving a shortfall in planned funding. The County approved \$10,000 for each project. Agreements excepting the funds need to be executed and returned within 30 days of when they were issued. The recommendation from staff is to execute the agreements to lock in the funds and move forward with searching for additional funds and keep the projects moving forward. Board discussion included, holding off on the projects, concerns over funding and creating parking and amenities that will attract more people during a time of trying to control crowding and

encouraging social distancing. Faas stated that the trail are already being heavily used and a larger parking lot would assist with distancing. He added that there are some potential projects where funds were budgeted that could be held off on to free up some money. Both Evangeline Township trustee Michelle Cortight and TOMMBA representative Steve Schnell expressed disappointment in the decision of the County to allocate the lesser amounts but encouraged the board to recommend signing the agreements with the County to lock in the funds that were approved. The general consensus of the board was to except the funds from the County but continue to look for additional funding and move forward with the projects.

Adjournment

The May 19, 2020 regular meeting of the Parks and Recreation Board was adjourned at 6:15 p.m.

Barb Brooks, Recording Secretary

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Cindy Grice, City Clerk/Treasurer
Date: June 17, 2020
Subject: May, 2020 Financial Statement



Attached is the May 2020 Financial Statement. We have completed 8% of our Fiscal Year.

Following is a brief overview:

OVERALL REVENUES – General operating taxes will begin on July 1 and reported on the July statement. You will note negative balances in the water/wastewater revenues. Since our water/sewer bills are quarterly but billed for one of the three billing sections each month, we accrue anticipated sales. Revenues for the W/WW will be posted within in a few days, but not in time for this report. We will use the normal dates and are resuming our normal billing schedule.

OVERALL EXPENDITURES: As we move into our new fiscal year, expenditures are tracking as expected.

Our annual audit is scheduled for the week beginning July 6 and we anticipate the auditors working with us virtually..

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

CASH SUMMARY BY FUND FOR BOYNE CITY

FROM 05/01/2020 TO 05/31/2020

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

CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 05/01/2020	Total Debits	Total Credits	Ending Balance 05/31/2020
101	GENERAL FUND	1,597,356.09	250,802.69	389,719.68	1,458,439.10
202	MAJOR STREET FUND	93,647.32	35,583.26	8,983.21	120,247.37
203	LOCAL STREET FUND	170,810.32	12,804.17	16,661.83	166,952.66
206	FIRE FUND	175,913.25	0.00	26,269.91	149,643.34
209	CEMETERY FUND	9,097.42	1,280.00	6,092.64	4,284.78
210	AMBULANCE FUND	15,702.94	89,525.95	62,063.03	43,165.86
211	SPECIAL PROJECTS FUND	26,171.71	0.00	0.00	26,171.71
213	FARMERS MARKET FUND	54,967.48	2,097.16	1,858.84	55,205.80
242	BOYNE THUNDER FUND	157,436.04	0.00	52,695.85	104,740.19
248	DOWNTOWN DEVELOPMENT AUTHORITY	624,795.69	0.00	374,990.48	249,805.21
251	LDFA FUND	899,941.04	0.00	1,271.45	898,669.59
285	MARINA FUND	173,482.72	31,016.00	5,157.77	199,340.95
295	AIRPORT FUND	143,157.85	7,245.01	8,353.11	142,049.75
370	CITY FACILITIES DEBT FUND	12,233.28	0.00	0.00	12,233.28
470	CITY FACILITIES CONSTRUCTION FUND	248,793.97	0.00	467.39	248,326.58
590	WASTEWATER FUND	4,026,961.19	5,550.45	58,219.58	3,974,292.06
592	WATER FUND	1,061,696.78	7,070.81	31,611.10	1,037,156.49
661	MOTOR POOL FUND	566,285.70	0.00	9,140.80	557,144.90
	TOTAL - ALL FUNDS	10,058,450.79	442,975.50	1,053,556.67	9,447,869.62

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 031 - PROPERTY TAX REVENUES						
101-031-402.000	PROPERTY TAX COLLECTION	2,819,859.00	0.00	0.00	2,819,859.00	0.00
101-031-403.000	DELQ. PERSONAL PROPERTY TAX	5,000.00	0.00	0.00	5,000.00	0.00
101-031-404.000	MISC TAXES-PILOT/TRAILER PARK	5,000.00	40,038.67	40,038.67	(35,038.67)	800.77
101-031-428.000	W MICHIGAN WATER SPECIAL ASSESSMENT	21,200.00	0.00	0.00	21,200.00	0.00
101-031-445.000	PROPERTY TAX PENALTIES	18,000.00	0.00	0.00	18,000.00	0.00
101-031-447.000	PROPERTY TAX ADMIN FEES	93,000.00	0.00	0.00	93,000.00	0.00
Total Dept 031 - PROPERTY TAX REVENUES		2,962,059.00	40,038.67	40,038.67	2,922,020.33	1.35
Dept 032 - REVENUES						
101-032-452.000	LIQUOR LICENSES	7,800.00	0.00	0.00	7,800.00	0.00
101-032-574.000	REVENUE SHARING	342,175.00	0.00	0.00	342,175.00	0.00
101-032-574.100	EVIP	62,209.00	0.00	0.00	62,209.00	0.00
101-032-574.200	LOCAL COMM STABILIZATION SHARING	117,000.00	176,802.17	176,802.17	(59,802.17)	151.11
101-032-578.000	POLICE TRAINING FUNDS	1,200.00	0.00	0.00	1,200.00	0.00
101-032-579.000	GRANTS-STATE/FEDERAL	1,028,395.00	8,620.94	8,620.94	1,019,774.06	0.84
Total Dept 032 - REVENUES		1,558,779.00	185,423.11	185,423.11	1,373,355.89	11.90
Dept 033 - ADMIN SVC FEE REVENUES						
101-033-604.000	FIRE DEPARTMENT ADMIN SVC FEE	5,000.00	0.00	0.00	5,000.00	0.00
101-033-605.000	LDFA - ADMIN SVC FEE	30,000.00	0.00	0.00	30,000.00	0.00
101-033-606.000	DDA ADMIN SVC FEE	7,500.00	0.00	0.00	7,500.00	0.00
101-033-607.000	ADMIN SERV FEE MOTOR POOL	5,500.00	0.00	0.00	5,500.00	0.00
101-033-608.000	ADMIN SERV FEE WATER/WW	60,000.00	0.00	0.00	60,000.00	0.00
101-033-609.000	ADMIN SERV FEE MAJOR ST	17,000.00	0.00	0.00	17,000.00	0.00
101-033-610.000	ADMIN SERV FEE LOCAL ST	14,500.00	0.00	0.00	14,500.00	0.00
Total Dept 033 - ADMIN SVC FEE REVENUES		139,500.00	0.00	0.00	139,500.00	0.00
Dept 034 - CHARGES FOR SERVICES						
101-034-606.000	DDA MAINTENANCE FEE	75,000.00	0.00	0.00	75,000.00	0.00
101-034-624.000	ICE RINK CONCESSION	100.00	0.00	0.00	100.00	0.00
101-034-640.000	CABLE FRANCHISE FEES	65,000.00	0.00	0.00	65,000.00	0.00
101-034-642.000	CHARGES/SERVICES & FEES	7,000.00	150.00	150.00	6,850.00	2.14
101-034-660.000	POLICE FINES/ORDINANCE FEES	4,000.00	0.00	0.00	4,000.00	0.00
101-034-660.200	SEX OFFENDER REGISTRATION FEE	300.00	0.00	0.00	300.00	0.00
101-034-660.300	POLICE DEPT SURVEY REVENUES	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 034 - CHARGES FOR SERVICES		152,600.00	150.00	150.00	152,450.00	0.10
Dept 035 - INTEREST / RENTALS						
101-035-665.000	RENT - FACILITY ROOMS	2,000.00	0.00	0.00	2,000.00	0.00
101-035-667.000	RENT CITY HALL	18,000.00	2,100.00	2,100.00	15,900.00	11.67
101-035-668.000	RENT - FIRE DEPT	30,000.00	0.00	0.00	30,000.00	0.00
101-035-669.000	RENT - EMS	31,200.00	0.00	0.00	31,200.00	0.00
101-035-670.000	RENT CITY OWNED PROPERTY	3,500.00	(500.00)	(500.00)	4,000.00	(14.29)
Total Dept 035 - INTEREST / RENTALS		84,700.00	1,600.00	1,600.00	83,100.00	1.89

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 036 - OTHER REVENUES						
101-036-585.000	LOCAL TRAIL GRANTS/CONTRIB	248,775.00	0.00	0.00	248,775.00	0.00
101-036-585.100	BOYNE VALLEY TRAIL REIMB	45,000.00	0.00	0.00	45,000.00	0.00
101-036-675.000	CONTRIBUTIONS	1,000.00	0.00	0.00	1,000.00	0.00
101-036-678.000	PLANNING/TOWNSHIP REIMB	76,604.00	75,114.83	75,114.83	1,489.17	98.06
101-036-690.000	MISCELLANEOUS INCOME	2,000.00	492.33	492.33	1,507.67	24.62
Total Dept 036 - OTHER REVENUES		373,379.00	75,607.16	75,607.16	297,771.84	20.25
TOTAL REVENUES		5,271,017.00	302,818.94	302,818.94	4,968,198.06	5.74
Expenditures						
Dept 101 - LEGISLATIVE						
101-101-703.000	SALARIES-MAYOR/CITY COMMISSION	15,250.00	567.50	567.50	14,682.50	3.72
101-101-714.000	SOCIAL SECURITY	1,167.00	43.42	43.42	1,123.58	3.72
101-101-732.000	MEMBERSHIP DUES/MML	3,000.00	2,575.00	2,575.00	425.00	85.83
101-101-870.000	TRAINING AND SCHOOLS	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 101 - LEGISLATIVE		23,917.00	3,185.92	3,185.92	20,731.08	13.32
Dept 151 - PLANNING						
101-151-705.000	SALARIES - PLANNING	113,368.00	5,278.24	5,278.24	108,089.76	4.66
101-151-712.000	INSURANCE: LIFE/AD&D	200.00	63.19	63.19	136.81	31.60
101-151-713.000	INSURANCE MEDICAL	24,519.00	587.20	587.20	23,931.80	2.39
101-151-714.000	SOCIAL SECURITY	9,438.00	389.49	389.49	9,048.51	4.13
101-151-715.000	PENSION	43,260.00	331.45	331.45	42,928.55	0.77
101-151-716.000	UNEMPLOYMENT	20.00	0.00	0.00	20.00	0.00
101-151-719.000	SICK/VACATION	10,000.00	0.00	0.00	10,000.00	0.00
101-151-727.000	SUPPLIES	1,500.00	0.00	0.00	1,500.00	0.00
101-151-732.000	MEMBERSHIP DUES	1,500.00	0.00	0.00	1,500.00	0.00
101-151-735.000	MILEAGE/TRAVEL	500.00	0.00	0.00	500.00	0.00
101-151-740.000	TELEPHONE/UTILITIES	1,200.00	0.00	0.00	1,200.00	0.00
101-151-818.000	PROFESSIONAL/CONTRACTED SVCS	2,000.00	0.00	0.00	2,000.00	0.00
101-151-870.000	TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
101-151-911.000	WORKERS COMPENSATION	1,500.00	0.00	0.00	1,500.00	0.00
101-151-970.000	CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00
Total Dept 151 - PLANNING		211,505.00	6,649.57	6,649.57	204,855.43	3.14
Dept 173 - GENERAL SERVICES						
101-173-705.000	ADMINISTRATIVE SALARIES/WAGES	355,700.00	15,792.50	15,792.50	339,907.50	4.44
101-173-709.000	ADMIN OVERTIME	3,300.00	0.00	0.00	3,300.00	0.00
101-173-712.000	INSURANCE LIFE/AD&D	1,900.00	279.79	279.79	1,620.21	14.73
101-173-713.000	INSURANCE - MEDICAL	65,112.00	1,927.67	1,927.67	63,184.33	2.96
101-173-714.000	SOCIAL SECURITY	30,443.00	1,247.43	1,247.43	29,195.57	4.10
101-173-715.000	PENSION	194,711.00	1,800.51	1,800.51	192,910.49	0.92
101-173-716.000	UNEMPLOYMENT COMPENSATION	40.00	0.00	0.00	40.00	0.00
101-173-719.000	VACA/SICK EXPENSE	38,950.00	9.61	9.61	38,940.39	0.02
101-173-727.000	OFFICE SUPPLIES	10,000.00	261.08	261.08	9,738.92	2.61
101-173-730.000	OFFICE SUPPLIES	10,000.00	0.00	0.00	10,000.00	0.00
101-173-731.000	POSTAGE	6,000.00	237.99	237.99	5,762.01	3.97
101-173-732.000	MEMBERSHIP DUES	2,000.00	0.00	0.00	2,000.00	0.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
			NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-173-740.000	TELEPHONE/UTILITIES	12,000.00	526.48	526.48	11,473.52	4.39
101-173-860.000	MOTOR POOL	200.00	0.00	0.00	200.00	0.00
101-173-861.000	VEHICLE EXPENSE	4,800.00	400.00	400.00	4,400.00	8.33
101-173-870.000	TRAINING/SCHOOLS/TRAVEL	4,500.00	0.00	0.00	4,500.00	0.00
101-173-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	10,000.00	0.00	0.00	10,000.00	0.00
101-173-910.000	INSURANCE/LIABILITY & PROP	23,600.00	11,249.76	11,249.76	12,350.24	47.67
101-173-911.000	WORKERS COMPENSATION	3,200.00	0.00	0.00	3,200.00	0.00
Total Dept 173 - GENERAL SERVICES		776,456.00	33,732.82	33,732.82	742,723.18	4.34
Dept 191 - ELECTIONS						
101-191-705.000	SALARIES - ELECTIONS	3,000.00	0.00	0.00	3,000.00	0.00
101-191-728.000	ELECTION COST	1,000.00	519.14	519.14	480.86	51.91
Total Dept 191 - ELECTIONS		4,000.00	519.14	519.14	3,480.86	12.98
Dept 208 - ACCOUNTING/AUDIT						
101-208-808.000	ACCOUNTING/AUDIT	14,500.00	0.00	0.00	14,500.00	0.00
Total Dept 208 - ACCOUNTING/AUDIT		14,500.00	0.00	0.00	14,500.00	0.00
Dept 209 - ASSESSMENT/TAXES						
101-209-731.000	TAX POSTAGE	1,900.00	0.00	0.00	1,900.00	0.00
101-209-802.000	LEGAL FEES	1,500.00	30.00	30.00	1,470.00	2.00
101-209-803.000	BOARD OF REVIEW	500.00	0.00	0.00	500.00	0.00
101-209-818.000	CONTRACTED SERVICE	63,000.00	5,100.00	5,100.00	57,900.00	8.10
101-209-900.000	TAX MAILING/BILLING FEE	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 209 - ASSESSMENT/TAXES		69,900.00	5,130.00	5,130.00	64,770.00	7.34
Dept 210 - LEGAL						
101-210-801.000	RETAINER FEE	50,000.00	375.00	375.00	49,625.00	0.75
Total Dept 210 - LEGAL		50,000.00	375.00	375.00	49,625.00	0.75
Dept 248 - GENERAL/OTHER SERVICES						
101-248-810.000	STREETLIGHTING	50,000.00	3,292.14	3,292.14	46,707.86	6.58
101-248-812.000	LEAF PICK-UP	40,000.00	0.00	0.00	40,000.00	0.00
101-248-818.000	ENGINEER/CONTRACTED SERVICE	23,000.00	350.00	350.00	22,650.00	1.52
101-248-880.000	COMMUNITY PROMOTION	40,000.00	500.50	500.50	39,499.50	1.25
101-248-882.000	ZONING ENFORCEMENT EXPENSES	10,000.00	0.00	0.00	10,000.00	0.00
101-248-971.000	LAND ACQUISITION	3,000.00	144,834.36	144,834.36	(141,834.36)	4,827.81
Total Dept 248 - GENERAL/OTHER SERVICES		166,000.00	148,977.00	148,977.00	17,023.00	89.75
Dept 265 - PUBLIC BUILDINGS						
101-265-705.000	SALARIES/BLDG MAINT/OPERATER	35,524.00	1,141.82	1,141.82	34,382.18	3.21
101-265-709.000	OVERTIME- PUBLIC BUILDING	2,000.00	0.00	0.00	2,000.00	0.00
101-265-711.000	SAFETY EQUIPMENT	4,840.00	0.00	0.00	4,840.00	0.00
101-265-712.000	INSURANCE: LIFE/AD&D	375.00	52.17	52.17	322.83	13.91

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-265-713.000	INSURANCE MEDICAL	6,390.00	0.00	0.00	6,390.00	0.00
101-265-714.000	SOCIAL SECURITY	2,964.00	87.34	87.34	2,876.66	2.95
101-265-715.000	PENSION	23,691.00	91.35	91.35	23,599.65	0.39
101-265-716.000	UNEMPLOYMENT COMPENSATION	4.00	0.00	0.00	4.00	0.00
101-265-719.000	VACA/SICK EXPENSE	2,000.00	0.00	0.00	2,000.00	0.00
101-265-727.000	SUPPLIES	24,000.00	1,296.08	1,296.08	22,703.92	5.40
101-265-730.000	MAINTENANCE	23,000.00	120.00	120.00	22,880.00	0.52
101-265-735.000	GAS AND OIL	1,300.00	0.00	0.00	1,300.00	0.00
101-265-740.000	TELEPHONE/UTILITIES	46,830.00	4,892.36	4,892.36	41,937.64	10.45
101-265-818.000	CONTRACTED SERVICES	78,595.00	247.00	247.00	78,348.00	0.31
101-265-860.000	MOTOR POOL	3,220.00	0.00	0.00	3,220.00	0.00
101-265-870.000	TRAINING/TRAVEL	500.00	0.00	0.00	500.00	0.00
101-265-910.000	INSURANCE/LIABILITY/EQUIP	3,100.00	1,064.31	1,064.31	2,035.69	34.33
101-265-911.000	WORKERS COMPENSATION	4,100.00	0.00	0.00	4,100.00	0.00
101-265-975.000	MAJOR EQUIPMENT PURCHASES	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 265 - PUBLIC BUILDINGS		272,433.00	8,992.43	8,992.43	263,440.57	3.30
Dept 301 - POLICE DEPARTMENT						
101-301-705.000	SALARIES- POLICE CHIEF/ASST	123,133.00	2,854.71	2,854.71	120,278.29	2.32
101-301-706.000	SALARIES - DISPATCHERS	41,012.00	1,884.08	1,884.08	39,127.92	4.59
101-301-709.000	OVERTIME	33,935.00	527.18	527.18	33,407.82	1.55
101-301-710.000	SALARY & WAGES OFFICERS	280,980.00	13,466.03	13,466.03	267,513.97	4.79
101-301-712.000	INSURANCE: LIFE AD&D	1,900.00	224.34	224.34	1,675.66	11.81
101-301-713.000	MEDICAL INSURANCE	75,000.00	1,841.29	1,841.29	73,158.71	2.46
101-301-714.000	SOCIAL SECURITY	37,000.00	1,485.47	1,485.47	35,514.53	4.01
101-301-715.000	PENSION	116,000.00	1,269.33	1,269.33	114,730.67	1.09
101-301-716.000	UNEMPLOYMENT COMPENSATION	100.00	0.00	0.00	100.00	0.00
101-301-719.000	VACA/SICK EXPENSE	37,611.00	1,260.68	1,260.68	36,350.32	3.35
101-301-727.000	SUPPLIES	8,000.00	165.73	165.73	7,834.27	2.07
101-301-729.000	AMMO/SHOOTING SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
101-301-730.200	SEX OFFENDER REGISTRATION FEES	300.00	0.00	0.00	300.00	0.00
101-301-731.000	BIKE PATROL	500.00	0.00	0.00	500.00	0.00
101-301-735.000	GAS AND OIL	13,000.00	395.92	395.92	12,604.08	3.05
101-301-740.000	TELEPHONE/UTILITIES	5,000.00	505.91	505.91	4,494.09	10.12
101-301-745.000	CLEANING/FOOD ALLOWANCE	5,000.00	0.00	0.00	5,000.00	0.00
101-301-754.000	UNIFORMS	5,000.00	0.00	0.00	5,000.00	0.00
101-301-818.000	POLICE CONTRACTED SERVICES	23,000.00	1,318.00	1,318.00	21,682.00	5.73
101-301-850.000	RADIO MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00
101-301-861.000	VEHICLE EXPENSE	7,000.00	0.00	0.00	7,000.00	0.00
101-301-870.000	TRAINING/TRAVEL	8,000.00	759.00	759.00	7,241.00	9.49
101-301-871.000	STATE TRAINING FUND	1,500.00	0.00	0.00	1,500.00	0.00
101-301-910.000	LIABILITY INSURANCE	14,000.00	6,740.63	6,740.63	7,259.37	48.15
101-301-970.000	CAPITAL OUTLAY	63,050.00	0.00	0.00	63,050.00	0.00
Total Dept 301 - POLICE DEPARTMENT		903,021.00	34,698.30	34,698.30	868,322.70	3.84
Dept 706 - ENVIRONMENTAL						
101-706-808.000	427 BOYNE AVENUE	80,000.00	0.00	0.00	80,000.00	0.00
101-706-809.000	LAB TESTING - LANDFILL	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 706 - ENVIRONMENTAL		82,000.00	0.00	0.00	82,000.00	0.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 751 - PARKS & RECREATION						
101-751-702.000	ICE RINK, WAGES	8,400.00	0.00	0.00	8,400.00	0.00
101-751-705.000	SALARIES- PARKS GENERAL WAGES	95,770.00	4,853.18	4,853.18	90,916.82	5.07
101-751-709.000	PARKS & REC OVERTIME	5,000.00	0.00	0.00	5,000.00	0.00
101-751-713.000	INSURANCE MEDICAL	16,953.00	46.54	46.54	16,906.46	0.27
101-751-714.000	SOCIAL SECURITY	7,065.00	357.56	357.56	6,707.44	5.06
101-751-715.000	PENSION	7,620.00	349.84	349.84	7,270.16	4.59
101-751-716.000	UNEMPLOYMENT COMP	10.00	0.00	0.00	10.00	0.00
101-751-719.000	VACA/SICK EXPENSE	4,000.00	0.00	0.00	4,000.00	0.00
101-751-727.000	SUPPLIES	26,548.00	968.38	968.38	25,579.62	3.65
101-751-730.000	MAINTENANCE	25,249.00	979.38	979.38	24,269.62	3.88
101-751-738.000	CIVIC PROJECTS	4,000.00	0.00	0.00	4,000.00	0.00
101-751-740.000	TELEPHONE/UTILITIES	37,000.00	2,191.95	2,191.95	34,808.05	5.92
101-751-808.000	PROFESSIONAL SERVICES	85,000.00	10,601.75	10,601.75	74,398.25	12.47
101-751-818.000	CONTRACTED SERVICES	61,668.00	387.50	387.50	61,280.50	0.63
101-751-860.000	MOTOR POOL	74,000.00	0.00	0.00	74,000.00	0.00
101-751-870.000	TRAINING/TRAVEL	2,000.00	0.00	0.00	2,000.00	0.00
101-751-910.000	LIABILITY INSURANCE	2,100.00	709.90	709.90	1,390.10	33.80
101-751-911.000	WORKERS COMPENSATION	1,200.00	0.00	0.00	1,200.00	0.00
101-751-970.000	CAPITAL OUTLAY	304,163.00	0.00	0.00	304,163.00	0.00
101-751-970.200	VETERANS PARK PAVILION	0.00	11,525.00	11,525.00	(11,525.00)	100.00
101-751-971.000	BC TO BVT TRAIL CONST	287,070.00	0.00	0.00	287,070.00	0.00
101-751-972.000	BVT TO BF TRAIL CONST	286,983.00	0.00	0.00	286,983.00	0.00
Total Dept 751 - PARKS & RECREATION		1,341,799.00	32,970.98	32,970.98	1,308,828.02	2.46
Dept 804 - MUSEUM						
101-804-727.000	SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
101-804-900.000	MUSEUM PRINTING & PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
101-804-970.000	MUSEUM - CAPITAL OUTLAY	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 804 - MUSEUM		5,000.00	0.00	0.00	5,000.00	0.00
Dept 809 - SIDEWALKS						
101-809-705.000	SIDEWALK SALARY & WAGES	2,925.00	0.00	0.00	2,925.00	0.00
101-809-727.000	SIDEWALK SUPPLIES	2,419.00	0.00	0.00	2,419.00	0.00
101-809-818.000	SIDEWALK CONTRACED SERV.	7,400.00	0.00	0.00	7,400.00	0.00
Total Dept 809 - SIDEWALKS		12,744.00	0.00	0.00	12,744.00	0.00
Dept 899 - CONTINGENCY						
101-899-714.000	RETIREEES STIPEND FICA	690.00	0.00	0.00	690.00	0.00
101-899-801.000	TAX TRIBUNAL REFUND	2,500.00	0.00	0.00	2,500.00	0.00
101-899-899.000	425 TOWNSHIP REIMBURSEMENT	9,000.00	0.00	0.00	9,000.00	0.00
101-899-984.000	POST RETIREMENT HEALTH INS	23,000.00	1,752.96	1,752.96	21,247.04	7.62
101-899-986.000	RETIREEES STIPEND	9,000.00	0.00	0.00	9,000.00	0.00
Total Dept 899 - CONTINGENCY		44,190.00	1,752.96	1,752.96	42,437.04	3.97
Dept 965 - TRANSFERS OUT						
101-965-987.000	TRNSFR TO CEMETERY FUND	34,303.00	0.00	0.00	34,303.00	0.00
101-965-991.000	TRANSFER TO AMBULANCE	115,000.00	0.00	0.00	115,000.00	0.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-965-994.000	TRANSFER TO FIRE DEPT FUND	63,000.00	0.00	0.00	63,000.00	0.00
101-965-997.000	TRANSFER TO RUBBISH FUND	51,000.00	0.00	0.00	51,000.00	0.00
101-965-998.000	TRANSFERS TO MAJOR STREET	116,392.00	0.00	0.00	116,392.00	0.00
101-965-999.000	TRANSFERS TO LOCAL STREET	763,846.00	0.00	0.00	763,846.00	0.00
Total Dept 965 - TRANSFERS OUT		1,143,541.00	0.00	0.00	1,143,541.00	0.00
TOTAL EXPENDITURES		5,121,006.00	276,984.12	276,984.12	4,844,021.88	5.41
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		5,271,017.00	302,818.94	302,818.94	4,968,198.06	5.74
TOTAL EXPENDITURES		5,121,006.00	276,984.12	276,984.12	4,844,021.88	5.41
NET OF REVENUES & EXPENDITURES		150,011.00	25,834.82	25,834.82	124,176.18	17.22

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 202 - MAJOR STREET FUND									
Revenues									
Dept 030 - REVENUES									
202-030-400.000	ALLOCATED FR CUR YR FD BAL	125,000.00	0.00		0.00		125,000.00		0.00
202-030-548.000	METRO ACT FUNDS - PA 48	9,000.00	0.00		0.00		9,000.00		0.00
202-030-549.000	STATE HIGHWAY RECEIPTS	472,000.00	35,583.26		35,583.26		436,416.74		7.54
202-030-691.000	TRANSFER FROM GENERAL FUND	116,392.00	0.00		0.00		116,392.00		0.00
202-030-692.000	ROAD MILLAGE FUNDS	90,000.00	0.00		0.00		90,000.00		0.00
Total Dept 030 - REVENUES		812,392.00	35,583.26		35,583.26		776,808.74		4.38
TOTAL REVENUES		812,392.00	35,583.26		35,583.26		776,808.74		4.38
Expenditures									
Dept 451 - CONSTRUCTION									
202-451-705.000	CONSTRUCTION SALARIES/WAGES	2,100.00	197.04		197.04		1,902.96		9.38
202-451-709.000	OVERTIME	174.00	0.00		0.00		174.00		0.00
202-451-713.000	MEDICAL INSURANCE	833.00	0.00		0.00		833.00		0.00
202-451-714.000	SOCIAL SECURITY	258.00	15.08		15.08		242.92		5.84
202-451-715.000	PENSION	5,000.00	0.00		0.00		5,000.00		0.00
202-451-816.000	ENGINEERING - LANDINGS PROJECT	37,500.00	0.00		0.00		37,500.00		0.00
202-451-860.000	CONSTRUCTION MOTOR POOL	4,658.00	0.00		0.00		4,658.00		0.00
202-451-987.000	MAJOR ST. CONSTR.	243,132.00	0.00		0.00		243,132.00		0.00
Total Dept 451 - CONSTRUCTION		293,655.00	212.12		212.12		293,442.88		0.07
Dept 463 - ROUTINE MAINTANCE									
202-463-705.000	SALARIES- MAINTENANCE	46,683.00	850.40		850.40		45,832.60		1.82
202-463-706.000	SALARIES - STREET SWEEPING	0.00	266.13		266.13		(266.13)		100.00
202-463-709.000	OVERTIME	5,986.00	0.00		0.00		5,986.00		0.00
202-463-713.000	MEDICAL INSURANCE	18,000.00	59.37		59.37		17,940.63		0.33
202-463-714.000	SOCIAL SECURITY	3,559.00	93.91		93.91		3,465.09		2.64
202-463-715.000	PENSION	34,000.00	126.35		126.35		33,873.65		0.37
202-463-716.000	UNEMPLOYMENT COMP	50.00	0.00		0.00		50.00		0.00
202-463-719.000	VACA/SICK EXPENSE	9,889.00	48.96		48.96		9,840.04		0.50
202-463-727.000	SUPPLIES	11,845.00	868.81		868.81		10,976.19		7.33
202-463-819.000	TREE REPLACEMENT	24,376.00	0.00		0.00		24,376.00		0.00
202-463-860.000	MOTOR POOL	34,164.00	0.00		0.00		34,164.00		0.00
202-463-930.000	REPAIR & MAINTENANCE	30,500.00	0.00		0.00		30,500.00		0.00
202-463-931.000	BRIDGE INSPECTIONS	2,000.00	0.00		0.00		2,000.00		0.00
Total Dept 463 - ROUTINE MAINTANCE		221,052.00	2,313.93		2,313.93		218,738.07		1.05
Dept 474 - TRAFFIC SERVICE									
202-474-705.000	SALARIES- TRAFFIC SERV	3,821.00	0.00		0.00		3,821.00		0.00
202-474-709.000	OVERTIME	1,324.00	0.00		0.00		1,324.00		0.00
202-474-713.000	MEDICAL INSURANCE	1,163.00	0.00		0.00		1,163.00		0.00
202-474-714.000	SOCIAL SECURITY	360.00	0.00		0.00		360.00		0.00
202-474-715.000	PENSION	3,400.00	0.00		0.00		3,400.00		0.00
202-474-727.000	SUPPLIES	3,120.00	0.00		0.00		3,120.00		0.00
202-474-860.000	MOTOR POOL	9,791.00	0.00		0.00		9,791.00		0.00
202-474-930.000	REPAIR & MAINT.	2,500.00	0.00		0.00		2,500.00		0.00
Total Dept 474 - TRAFFIC SERVICE		25,479.00	0.00		0.00		25,479.00		0.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
Dept 478 - WINTER MAINTENANCE						
202-478-705.000	SALARIES- WINTER MAINT	45,136.00	0.00	0.00	45,136.00	0.00
202-478-709.000	OVERTIME	15,417.00	0.00	0.00	15,417.00	0.00
202-478-713.000	MEDICAL INSURANCE	9,228.00	0.00	0.00	9,228.00	0.00
202-478-714.000	SOCIAL SECURITY	4,024.00	3.42	3.42	4,020.58	0.08
202-478-715.000	PENSION	18,000.00	3.67	3.67	17,996.33	0.02
202-478-719.000	VACA/SICK EXPENSE	6,000.00	48.92	48.92	5,951.08	0.82
202-478-727.000	SUPPLIES	26,508.00	0.00	0.00	26,508.00	0.00
202-478-860.000	MOTOR POOL	59,027.00	0.00	0.00	59,027.00	0.00
202-478-930.000	WINTER REPAIR & MAINT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 478 - WINTER MAINTENANCE		188,340.00	56.01	56.01	188,283.99	0.03
Dept 482 - ADMINISTRATION						
202-482-705.000	SALARIES/WAGES-ADMINISTRATIVE	34,976.00	1,031.24	1,031.24	33,944.76	2.95
202-482-711.000	SAFETY EQUIPMENT	150.00	0.00	0.00	150.00	0.00
202-482-712.000	INSURANCE/LIFE/AD&D	290.00	49.80	49.80	240.20	17.17
202-482-713.000	MEDICAL INSURANCE	3,195.00	0.00	0.00	3,195.00	0.00
202-482-714.000	SOCIAL SECURITY	2,574.00	78.89	78.89	2,495.11	3.06
202-482-715.000	PENSION	10,165.00	82.50	82.50	10,082.50	0.81
202-482-716.000	UNEMPLOYMENT COMP	12.00	0.00	0.00	12.00	0.00
202-482-750.000	ADMINISTRATIVE FEE	17,000.00	0.00	0.00	17,000.00	0.00
202-482-808.000	PROF SVCS/ACCOUNTING/AUDIT	600.00	0.00	0.00	600.00	0.00
202-482-860.000	MOTOR POOL	2,474.00	0.00	0.00	2,474.00	0.00
202-482-870.000	TRAINING/SCHOOL/TRAVEL	1,030.00	0.00	0.00	1,030.00	0.00
202-482-910.000	INSURANCE/LIABILITY	1,500.00	532.16	532.16	967.84	35.48
202-482-911.000	WORKERS COMPENSATION	9,900.00	0.00	0.00	9,900.00	0.00
Total Dept 482 - ADMINISTRATION		83,866.00	1,774.59	1,774.59	82,091.41	2.12
TOTAL EXPENDITURES		812,392.00	4,356.65	4,356.65	808,035.35	0.54
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		812,392.00	35,583.26	35,583.26	776,808.74	4.38
TOTAL EXPENDITURES		812,392.00	4,356.65	4,356.65	808,035.35	0.54
NET OF REVENUES & EXPENDITURES		0.00	31,226.61	31,226.61	(31,226.61)	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND						
Revenues						
Dept 030 - REVENUES						
203-030-548.000	METRO ACT FUNDS	9,000.00	0.00	0.00	9,000.00	0.00
203-030-549.000	STATE HIGHWAY RECEIPTS	210,800.00	12,601.67	12,601.67	198,198.33	5.98
203-030-642.000	CHARGES/SERVICES & FEES	0.00	202.50	202.50	(202.50)	100.00
203-030-691.000	TRANSFER FROM GENERAL FUND	763,846.00	0.00	0.00	763,846.00	0.00
203-030-692.000	ROAD MILLAGE FUNDS	90,000.00	0.00	0.00	90,000.00	0.00
Total Dept 030 - REVENUES		1,073,646.00	12,804.17	12,804.17	1,060,841.83	1.19
TOTAL REVENUES		1,073,646.00	12,804.17	12,804.17	1,060,841.83	1.19
Expenditures						
Dept 451 - CONSTRUCTION						
203-451-705.000	CONSTRUCTION SALARIES/WAGES	2,291.00	589.75	589.75	1,701.25	25.74
203-451-709.000	OVERTIME	200.00	0.00	0.00	200.00	0.00
203-451-713.000	MEDICAL INSURANCE	292.00	0.00	0.00	292.00	0.00
203-451-714.000	SOCIAL SECURITY	173.00	45.11	45.11	127.89	26.08
203-451-715.000	PENSION	5,500.00	23.54	23.54	5,476.46	0.43
203-451-818.000	ENGINEERING	46,014.00	0.00	0.00	46,014.00	0.00
203-451-860.000	CONSTRUCTION MOTOR POOL	1,683.00	0.00	0.00	1,683.00	0.00
203-451-987.000	STREET CONSTRUCTION	456,868.00	0.00	0.00	456,868.00	0.00
Total Dept 451 - CONSTRUCTION		513,021.00	658.40	658.40	512,362.60	0.13
Dept 463 - ROUTINE MAINTANCE						
203-463-705.000	SALARIES- MAINTENANCE	62,906.00	3,023.12	3,023.12	59,882.88	4.81
203-463-709.000	OVERTIME	781.00	0.00	0.00	781.00	0.00
203-463-713.000	MEDICAL INSURANCE	22,500.00	238.05	238.05	22,261.95	1.06
203-463-714.000	SOCIAL SECURITY	5,775.00	232.15	232.15	5,542.85	4.02
203-463-715.000	PENSION	37,000.00	150.12	150.12	36,849.88	0.41
203-463-716.000	UNEMPLOYMENT COMP	100.00	0.00	0.00	100.00	0.00
203-463-719.000	VACA/SICK EXPENSE	7,000.00	48.98	48.98	6,951.02	0.70
203-463-727.000	SUPPLIES	8,240.00	653.75	653.75	7,586.25	7.93
203-463-819.000	TREE REPLACEMENT	22,816.00	0.00	0.00	22,816.00	0.00
203-463-860.000	MOTOR POOL	65,554.00	0.00	0.00	65,554.00	0.00
203-463-930.000	ROUTINE MAINT. REPAIR & MAINT	39,000.00	0.00	0.00	39,000.00	0.00
Total Dept 463 - ROUTINE MAINTANCE		271,672.00	4,346.17	4,346.17	267,325.83	1.60
Dept 474 - TRAFFIC SERVICE						
203-474-705.000	SALARIES- TRAFFIC SERV	3,308.00	0.00	0.00	3,308.00	0.00
203-474-709.000	OVERTIME	365.00	0.00	0.00	365.00	0.00
203-474-713.000	MEDICAL INSURANCE	475.00	0.00	0.00	475.00	0.00
203-474-714.000	SOCIAL SECURITY	147.00	0.00	0.00	147.00	0.00
203-474-715.000	PENSION	2,150.00	0.00	0.00	2,150.00	0.00
203-474-727.000	SUPPLIES	42,500.00	0.00	0.00	42,500.00	0.00
203-474-860.000	MOTOR POOL	850.00	0.00	0.00	850.00	0.00
Total Dept 474 - TRAFFIC SERVICE		49,795.00	0.00	0.00	49,795.00	0.00
Dept 478 - WINTER MAINTENANCE						

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND						
Expenditures						
203-478-705.000	SALARIES- WINTER MAINT	39,368.00	0.00	0.00	39,368.00	0.00
203-478-709.000	OVERTIME	9,272.00	0.00	0.00	9,272.00	0.00
203-478-713.000	MEDICAL INSURANCE	8,200.00	0.00	0.00	8,200.00	0.00
203-478-714.000	SOCIAL SECURITY	3,990.00	3.42	3.42	3,986.58	0.09
203-478-715.000	PENSION	19,500.00	3.67	3.67	19,496.33	0.02
203-478-716.000	UNEMPLOYMENT COMP	6.00	0.00	0.00	6.00	0.00
203-478-719.000	VACA/SICK EXPENSE	6,200.00	48.90	48.90	6,151.10	0.79
203-478-727.000	SUPPLIES	29,127.00	0.00	0.00	29,127.00	0.00
203-478-860.000	MOTOR POOL	59,185.00	0.00	0.00	59,185.00	0.00
203-478-930.000	WINTER MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 478 - WINTER MAINTENANCE		175,848.00	55.99	55.99	175,792.01	0.03
Dept 482 - ADMINISTRATION						
203-482-705.000	SALARIES - ADMINISTRATION	25,804.00	1,031.24	1,031.24	24,772.76	4.00
203-482-711.000	SAFETY EQUIPMENT	196.00	0.00	0.00	196.00	0.00
203-482-712.000	INSURANCE/LIFE/AD&D	223.00	49.80	49.80	173.20	22.33
203-482-713.000	MEDICAL INSURANCE	4,999.00	0.00	0.00	4,999.00	0.00
203-482-714.000	SOCIAL SECURITY	1,886.00	78.89	78.89	1,807.11	4.18
203-482-715.000	PENSION	10,344.00	82.50	82.50	10,261.50	0.80
203-482-750.000	ADMINISTRATIVE FEE	12,083.00	0.00	0.00	12,083.00	0.00
203-482-808.000	PROF SVCS/ACCOUNTING/AUDIT	500.00	0.00	0.00	500.00	0.00
203-482-870.000	TRAINING/SCHOOL/TRAVEL	185.00	0.00	0.00	185.00	0.00
203-482-910.000	LIABILITY INS	1,006.00	532.16	532.16	473.84	52.90
203-482-911.000	INSURANCE/WORKERS COMP	6,084.00	0.00	0.00	6,084.00	0.00
Total Dept 482 - ADMINISTRATION		63,310.00	1,774.59	1,774.59	61,535.41	2.80
TOTAL EXPENDITURES		1,073,646.00	6,835.15	6,835.15	1,066,810.85	0.64
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		1,073,646.00	12,804.17	12,804.17	1,060,841.83	1.19
TOTAL EXPENDITURES		1,073,646.00	6,835.15	6,835.15	1,066,810.85	0.64
NET OF REVENUES & EXPENDITURES		0.00	5,969.02	5,969.02	(5,969.02)	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 206 - FIRE FUND									
Revenues									
Dept 030 - REVENUES									
206-030-400.000	ALLOCATION FROM CUR YR FD BAL	13,442.00	0.00		0.00		13,442.00		0.00
206-030-628.000	FIRE DEPT SERVICE FEES	230,108.00	0.00		0.00		230,108.00		0.00
206-030-691.000	TRANSFER IN OTHER FUNDS	63,000.00	0.00		0.00		63,000.00		0.00
Total Dept 030 - REVENUES		306,550.00	0.00		0.00		306,550.00		0.00
TOTAL REVENUES		306,550.00	0.00		0.00		306,550.00		0.00
Expenditures									
Dept 040 - EXPENDITURES									
206-040-707.000	SALARIES/VOLUNTEERS/OFFICERS	94,700.00	8,731.66		8,731.66		85,968.34		9.22
206-040-714.000	SOCIAL SECURITY	7,000.00	667.96		667.96		6,332.04		9.54
206-040-727.000	SUPPLIES / HOSE	18,000.00	439.06		439.06		17,560.94		2.44
206-040-730.000	EQUIPMENT / MAINTENANCE	38,000.00	487.50		487.50		37,512.50		1.28
206-040-735.000	GAS / OIL	3,000.00	116.37		116.37		2,883.63		3.88
206-040-737.000	FIRE HYDRANT RENTAL	27,500.00	0.00		0.00		27,500.00		0.00
206-040-750.000	ADMINISTRATIVE FEE	5,000.00	0.00		0.00		5,000.00		0.00
206-040-850.000	RADIO MAINTENANCE	600.00	0.00		0.00		600.00		0.00
206-040-860.000	MOTOR POOL	1,500.00	0.00		0.00		1,500.00		0.00
206-040-861.000	VEHICLE EXPENSE	1,000.00	0.00		0.00		1,000.00		0.00
206-040-870.000	TRAINING AND SCHOOLS	7,000.00	135.70		135.70		6,864.30		1.94
206-040-910.000	INSURANCE/LIABILITY & PROP	12,000.00	3,902.47		3,902.47		8,097.53		32.52
206-040-911.000	WORKERS COMPENSATION	3,750.00	0.00		0.00		3,750.00		0.00
206-040-940.000	BUILDING RENTAL/MAIN	30,000.00	0.00		0.00		30,000.00		0.00
206-040-970.000	CAPITAL OUTLAY	72,000.00	0.00		0.00		72,000.00		0.00
206-040-976.000	FIRE TRUCK REPLACEMENT	45,000.00	0.00		0.00		45,000.00		0.00
Total Dept 040 - EXPENDITURES		366,050.00	14,480.72		14,480.72		351,569.28		3.96
TOTAL EXPENDITURES		366,050.00	14,480.72		14,480.72		351,569.28		3.96
Fund 206 - FIRE FUND:									
TOTAL REVENUES		306,550.00	0.00		0.00		306,550.00		0.00
TOTAL EXPENDITURES		366,050.00	14,480.72		14,480.72		351,569.28		3.96
NET OF REVENUES & EXPENDITURES		(59,500.00)	(14,480.72)		(14,480.72)		(45,019.28)		24.34

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 209 - CEMETERY FUND						
Revenues						
Dept 030 - REVENUES						
209-030-400.000	ALLOCATION FROM CUR YR FD BAL	5,000.00	0.00	0.00	5,000.00	0.00
209-030-633.000	CHARGES FOR LOTS/SERVICES	20,000.00	1,200.00	1,200.00	18,800.00	6.00
209-030-691.000	TRANSFERS FROM GENERAL FUND	34,303.00	0.00	0.00	34,303.00	0.00
Total Dept 030 - REVENUES		59,303.00	1,200.00	1,200.00	58,103.00	2.02
TOTAL REVENUES		59,303.00	1,200.00	1,200.00	58,103.00	2.02
Expenditures						
Dept 040 - EXPENDITURES						
209-040-705.000	SALARIES/WAGES	9,000.00	662.37	662.37	8,337.63	7.36
209-040-709.000	OVERTIME	1,500.00	0.00	0.00	1,500.00	0.00
209-040-713.000	MEDICAL INSURANCE	900.00	73.13	73.13	826.87	8.13
209-040-714.000	SOCIAL SECURITY	803.00	48.89	48.89	754.11	6.09
209-040-715.000	CLEARING A/C RETIREMENT	0.00	19.83	19.83	(19.83)	100.00
209-040-727.000	SUPPLIES	2,000.00	1,908.75	1,908.75	91.25	95.44
209-040-730.000	REPAIRS/MAINTENANCE	10,000.00	62.00	62.00	9,938.00	0.62
209-040-740.000	TELEPHONE/UTILITIES	1,200.00	74.23	74.23	1,125.77	6.19
209-040-818.000	CONTRACTED SERVICES	25,000.00	3,125.00	3,125.00	21,875.00	12.50
209-040-860.000	MOTOR POOL	7,000.00	0.00	0.00	7,000.00	0.00
209-040-910.000	INSURANCE: LIABILITY/PROPERTY	700.00	0.00	0.00	700.00	0.00
209-040-911.000	INSURANCE: WORKERS COMP	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 040 - EXPENDITURES		59,303.00	5,974.20	5,974.20	53,328.80	10.07
TOTAL EXPENDITURES		59,303.00	5,974.20	5,974.20	53,328.80	10.07
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		59,303.00	1,200.00	1,200.00	58,103.00	2.02
TOTAL EXPENDITURES		59,303.00	5,974.20	5,974.20	53,328.80	10.07
NET OF REVENUES & EXPENDITURES		0.00	(4,774.20)	(4,774.20)	4,774.20	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 210 - AMBULANCE FUND						
Revenues						
Dept 030 - REVENUES						
210-030-400.000	ALLOCATION FROM CUR YR FD BAL	6,881.00	0.00	0.00	6,881.00	0.00
210-030-626.000	CONTRACTUALS-MEDCD/MEDCR/BCBS	586,320.00	0.00	0.00	586,320.00	0.00
210-030-628.000	CONTRACT SERVICES	42,363.00	0.00	0.00	42,363.00	0.00
210-030-680.000	TOWNSHIP PARTICIPATION	111,590.00	118,214.43	118,214.43	(6,624.43)	105.94
210-030-690.000	DONATIONS	1,000.00	0.00	0.00	1,000.00	0.00
210-030-691.000	TRANSFERS FROM GENERAL FUND	104,671.00	0.00	0.00	104,671.00	0.00
Total Dept 030 - REVENUES		852,825.00	118,214.43	118,214.43	734,610.57	13.86
Dept 032 - REVENUES						
210-032-626.000	BOYNE VALLEY CONTRACTUALS	256,320.00	0.00	0.00	256,320.00	0.00
Total Dept 032 - REVENUES		256,320.00	0.00	0.00	256,320.00	0.00
TOTAL REVENUES		1,109,145.00	118,214.43	118,214.43	990,930.57	10.66
Expenditures						
Dept 040 - EXPENDITURES						
210-040-707.000	WAGES	515,912.00	38,983.88	38,983.88	476,928.12	7.56
210-040-712.000	INSURANCE/LIFE, AD&D	300.00	26.58	26.58	273.42	8.86
210-040-713.000	MEDICAL INSURANCE	7,000.00	0.00	0.00	7,000.00	0.00
210-040-714.000	SOCIAL SECURITY	39,720.00	2,975.68	2,975.68	36,744.32	7.49
210-040-715.000	PENSION	5,402.00	216.19	216.19	5,185.81	4.00
210-040-716.000	UNEMPLOYMENT INSURANCE	5.00	0.00	0.00	5.00	0.00
210-040-719.000	VACATION/SICK EXPENSE	2,500.00	0.00	0.00	2,500.00	0.00
210-040-727.000	MEDICAL SUPPLIES	40,000.00	642.86	642.86	39,357.14	1.61
210-040-730.000	REPAIRS & MAINTENANCE	13,000.00	0.00	0.00	13,000.00	0.00
210-040-735.000	GAS & OIL	12,000.00	200.33	200.33	11,799.67	1.67
210-040-740.000	UTILITIES	7,000.00	98.85	98.85	6,901.15	1.41
210-040-819.000	CONTRACTED SERVICES-BILLING	18,500.00	0.00	0.00	18,500.00	0.00
210-040-854.000	UNIFORMS	3,500.00	0.00	0.00	3,500.00	0.00
210-040-860.000	MOTOR POOL	4,500.00	0.00	0.00	4,500.00	0.00
210-040-870.000	TRAINING	10,000.00	0.00	0.00	10,000.00	0.00
210-040-910.000	INSURANCE: LIABILITY/PROPERTY	5,000.00	1,419.08	1,419.08	3,580.92	28.38
210-040-911.000	INSURANCE: WORKERS COMP	6,000.00	0.00	0.00	6,000.00	0.00
210-040-940.000	FACILITIES RENT	31,200.00	0.00	0.00	31,200.00	0.00
210-040-957.000	BAD DEBT (UNCOLLECTIBLE)	41,042.00	0.00	0.00	41,042.00	0.00
210-040-970.000	CAPITAL OUTLAY/EQUIPMENT	55,000.00	0.00	0.00	55,000.00	0.00
210-040-971.000	VEHICLE REPLACEMENT	20,000.00	0.00	0.00	20,000.00	0.00
210-040-999.000	CONTRACTUAL-MEDCD/MEDCR/BCBS	192,622.00	0.00	0.00	192,622.00	0.00
Total Dept 040 - EXPENDITURES		1,030,203.00	44,563.45	44,563.45	985,639.55	4.33
Dept 045 - EXPENSES						
210-045-957.000	ALLOWANCE - BAD DEBT	17,942.00	0.00	0.00	17,942.00	0.00
210-045-999.000	AMBULANCE BAD DEBT EXPENSE	61,000.00	0.00	0.00	61,000.00	0.00
Total Dept 045 - EXPENSES		78,942.00	0.00	0.00	78,942.00	0.00
TOTAL EXPENDITURES		1,109,145.00	44,563.45	44,563.45	1,064,581.55	4.02

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 210 - AMBULANCE FUND							
Fund 210 - AMBULANCE FUND:							
	TOTAL REVENUES	1,109,145.00	118,214.43	118,214.43		990,930.57	10.66
	TOTAL EXPENDITURES	1,109,145.00	44,563.45	44,563.45		1,064,581.55	4.02
	NET OF REVENUES & EXPENDITURES	0.00	73,650.98	73,650.98		(73,650.98)	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 213 - FARMERS MARKET FUND						
Revenues						
Dept 030 - REVENUES						
213-030-400.000	ALLOCATION FROM CUR YR FD BAL	610.00	0.00	0.00	610.00	0.00
213-030-579.000	GRANTS-STATE/FEDERAL	0.00	1,200.00	1,200.00	(1,200.00)	100.00
213-030-642.000	MISC INCOME	10,000.00	769.72	769.72	9,230.28	7.70
213-030-642.250	FOOD TRUCK RALLY	12,000.00	0.00	0.00	12,000.00	0.00
213-030-642.500	POINSETTIA SALES	300.00	0.00	0.00	300.00	0.00
213-030-642.650	MARKET MONEY PURCHASE\	100.00	0.00	0.00	100.00	0.00
213-030-642.700	DAILY VENDOR FEE	26,180.00	0.00	0.00	26,180.00	0.00
213-030-642.775	VENDOR FEE - WINTER	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 030 - REVENUES		51,690.00	1,969.72	1,969.72	49,720.28	3.81
TOTAL REVENUES		51,690.00	1,969.72	1,969.72	49,720.28	3.81
Expenditures						
Dept 040 - EXPENDITURES						
213-040-705.000	SALARIES - PLANNING	21,060.00	640.80	640.80	20,419.20	3.04
213-040-714.000	SOCIAL SECURITY	1,600.00	49.02	49.02	1,550.98	3.06
213-040-716.000	UNEMPLOYMENT INSURANCE	10.00	0.00	0.00	10.00	0.00
213-040-727.000	SUPPLIES	500.00	162.50	162.50	337.50	32.50
213-040-731.000	POSTAGE	50.00	0.00	0.00	50.00	0.00
213-040-732.000	MEMBERSHIP DUES/MML	400.00	0.00	0.00	400.00	0.00
213-040-750.250	FOOD TRUCK RALLY	8,500.00	0.00	0.00	8,500.00	0.00
213-040-750.260	POINSETTIA FUNDRAISER	115.00	0.00	0.00	115.00	0.00
213-040-750.300	MARKET MONEY	200.00	0.00	0.00	200.00	0.00
213-040-750.350	OUTDOOR MARKET	350.00	0.00	0.00	350.00	0.00
213-040-750.360	OUTDOOR MARKET MUSIC	975.00	0.00	0.00	975.00	0.00
213-040-750.370	SNAP REIMBURSEMENT	2,500.00	0.00	0.00	2,500.00	0.00
213-040-750.380	DOUBLE UP FOOD BUCKS	2,500.00	0.00	0.00	2,500.00	0.00
213-040-750.390	SENIOR PROJECT FRESH	2,500.00	0.00	0.00	2,500.00	0.00
213-040-750.400	WIC	2,500.00	0.00	0.00	2,500.00	0.00
213-040-870.000	TRAINING AND SCHOOLS	800.00	13.00	13.00	787.00	1.63
213-040-900.000	ADVERTISING/PUBLSHNG/ORDINANCE	2,130.00	0.00	0.00	2,130.00	0.00
213-040-900.400	WINTER PROMOTION	5,000.00	27.02	27.02	4,972.98	0.54
Total Dept 040 - EXPENDITURES		51,690.00	892.34	892.34	50,797.66	1.73
TOTAL EXPENDITURES		51,690.00	892.34	892.34	50,797.66	1.73
Fund 213 - FARMERS MARKET FUND:						
TOTAL REVENUES		51,690.00	1,969.72	1,969.72	49,720.28	3.81
TOTAL EXPENDITURES		51,690.00	892.34	892.34	50,797.66	1.73
NET OF REVENUES & EXPENDITURES		0.00	1,077.38	1,077.38	(1,077.38)	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 226 - RUBBISH COLLECTION FUND						
Revenues						
Dept 030 - REVENUES						
226-030-691.000	TRANSFER IN FROM GENERAL FUND	51,000.00	0.00	0.00	51,000.00	0.00
Total Dept 030 - REVENUES		51,000.00	0.00	0.00	51,000.00	0.00
TOTAL REVENUES		51,000.00	0.00	0.00	51,000.00	0.00
Expenditures						
Dept 040 - EXPENDITURES						
226-040-818.000	CONTRACTED SERVICES	51,000.00	0.00	0.00	51,000.00	0.00
Total Dept 040 - EXPENDITURES		51,000.00	0.00	0.00	51,000.00	0.00
TOTAL EXPENDITURES		51,000.00	0.00	0.00	51,000.00	0.00
Fund 226 - RUBBISH COLLECTION FUND:						
TOTAL REVENUES		51,000.00	0.00	0.00	51,000.00	0.00
TOTAL EXPENDITURES		51,000.00	0.00	0.00	51,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 242 - BOYNE THUNDER FUND						
Revenues						
Dept 030 - REVENUES						
242-030-675.000	REVENUES	2,000.00	0.00	0.00	2,000.00	0.00
242-030-676.200	REGISTRATIONS	90,000.00	0.00	0.00	90,000.00	0.00
242-030-676.201	REGISTRATIONS 2018	0.00	(9,456.85)	(9,456.85)	9,456.85	100.00
242-030-676.220	50 / 50 DRAWING PROCEEDS	1,000.00	0.00	0.00	1,000.00	0.00
242-030-676.250	AUCTION PROCEEDS	40,000.00	0.00	0.00	40,000.00	0.00
242-030-676.270	BAR PROCEEDS	15,000.00	0.00	0.00	15,000.00	0.00
242-030-676.285	FOOD TRUCK REGISTRATIONS	800.00	0.00	0.00	800.00	0.00
242-030-676.290	MERCHANDISE SALES	26,000.00	0.00	0.00	26,000.00	0.00
242-030-676.295	ROOM RENTAL REVENUES	4,000.00	0.00	0.00	4,000.00	0.00
242-030-676.340	SPONSORSHIP	190,000.00	0.00	0.00	190,000.00	0.00
Total Dept 030 - REVENUES		368,800.00	(9,456.85)	(9,456.85)	378,256.85	(2.56)
TOTAL REVENUES		368,800.00	(9,456.85)	(9,456.85)	378,256.85	(2.56)
Expenditures						
Dept 040 - EXPENDITURES						
242-040-811.000	BOYNE THUNDER EXPENDITURES	2,000.00	0.00	0.00	2,000.00	0.00
242-040-811.200	MERCHANDISE	25,500.00	0.00	0.00	25,500.00	0.00
242-040-811.210	CAMP QUALITY	85,745.00	0.00	0.00	85,745.00	0.00
242-040-811.215	CHALLENGE MOUNTAIN	15,590.00	0.00	0.00	15,590.00	0.00
242-040-811.220	CONTRACT LABOR	4,000.00	0.00	0.00	4,000.00	0.00
242-040-811.240	INSURANCE	2,000.00	0.00	0.00	2,000.00	0.00
242-040-811.250	LICENSES AND PERMITS	100.00	0.00	0.00	100.00	0.00
242-040-811.260	MEALS AND ENTERTAINMENT	110,000.00	0.00	0.00	110,000.00	0.00
242-040-811.265	ALCOHOL / LIQUOR EXPENSE	6,000.00	0.00	0.00	6,000.00	0.00
242-040-811.270	ADVERTISING AND PUBLISHING	3,500.00	0.00	0.00	3,500.00	0.00
242-040-811.300	SUPPLIES	3,000.00	0.00	0.00	3,000.00	0.00
242-040-811.305	UTILITIES / WEB DESIGN	300.00	0.00	0.00	300.00	0.00
242-040-811.310	TENT & STORAGE RENTAL	10,000.00	0.00	0.00	10,000.00	0.00
242-040-811.320	UTILITIES	1,500.00	0.00	0.00	1,500.00	0.00
242-040-811.350	PRIZES PAID	10,000.00	0.00	0.00	10,000.00	0.00
242-040-811.360	DOCKAGE FEES	5,000.00	0.00	0.00	5,000.00	0.00
242-040-811.370	REFUND	0.00	42,750.00	42,750.00	(42,750.00)	100.00
242-040-811.380	AUCTION EXPENSES	5,000.00	0.00	0.00	5,000.00	0.00
242-040-811.385	AERIAL FILMING	25,000.00	0.00	0.00	25,000.00	0.00
242-040-811.395	TRANSFER TO MAIN STREET FUND	54,565.00	0.00	0.00	54,565.00	0.00
Total Dept 040 - EXPENDITURES		368,800.00	42,750.00	42,750.00	326,050.00	11.59
TOTAL EXPENDITURES		368,800.00	42,750.00	42,750.00	326,050.00	11.59
Fund 242 - BOYNE THUNDER FUND:						
TOTAL REVENUES		368,800.00	(9,456.85)	(9,456.85)	378,256.85	2.56
TOTAL EXPENDITURES		368,800.00	42,750.00	42,750.00	326,050.00	11.59
NET OF REVENUES & EXPENDITURES		0.00	(52,206.85)	(52,206.85)	52,206.85	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 030 - REVENUES						
248-030-405.000	CURRENT YEAR TAXES	301,031.00	0.00	0.00	301,031.00	0.00
248-030-579.000	GRANTS: STATE	37,000.00	0.00	0.00	37,000.00	0.00
248-030-670.000	PROMOTIONS COMMITTEE REVENUE	15,000.00	0.00	0.00	15,000.00	0.00
248-030-676.000	SPECIAL EVENTS - POKER RUN	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 030 - REVENUES		393,031.00	0.00	0.00	393,031.00	0.00
TOTAL REVENUES		393,031.00	0.00	0.00	393,031.00	0.00
Expenditures						
Dept 731 - EXPENDITURES						
248-731-705.000	SALARIES/WAGES	69,039.00	2,681.22	2,681.22	66,357.78	3.88
248-731-712.000	INSURANCE: LIFE/AD&D	250.00	32.12	32.12	217.88	12.85
248-731-713.000	MEDICAL INSURANCE	7,056.00	0.00	0.00	7,056.00	0.00
248-731-714.000	SOCIAL SECURITY	5,486.00	205.12	205.12	5,280.88	3.74
248-731-715.000	PENSION	4,368.00	183.89	183.89	4,184.11	4.21
248-731-716.000	UNEMPLOYMENT	10.00	0.00	0.00	10.00	0.00
248-731-719.000	SICK/VACATION	3,150.00	0.00	0.00	3,150.00	0.00
248-731-727.000	OFFICE SUPPLIES	750.00	0.00	0.00	750.00	0.00
248-731-732.000	MEMBERSHIP DUES	3,350.00	0.00	0.00	3,350.00	0.00
248-731-740.000	UTILITIES/INTERNET SERVICE	960.00	82.23	82.23	877.77	8.57
248-731-750.000	ADMINISTRATIVE FEE	7,500.00	0.00	0.00	7,500.00	0.00
248-731-760.000	DESIGN COMM EXPENSES	1,750.00	200.00	200.00	1,550.00	11.43
248-731-762.000	DESIGN CAPITAL IMPROVEMENTS	48,000.00	0.00	0.00	48,000.00	0.00
248-731-763.000	STREETSCAPE AMENITIES	29,500.00	0.00	0.00	29,500.00	0.00
248-731-782.000	BUSINESS RECRUITMENT/RETENTION	30,000.00	0.00	0.00	30,000.00	0.00
248-731-812.000	ORGANIZATION COMM EXPENSES	18,900.00	0.00	0.00	18,900.00	0.00
248-731-870.000	EDUCATION/TRAVEL	13,000.00	0.00	0.00	13,000.00	0.00
248-731-900.000	ADVERTISING/PUBLISHING	15,000.00	205.00	205.00	14,795.00	1.37
248-731-902.000	PROMOTIONS COMMITTEE EXPENSES	8,300.00	400.00	400.00	7,900.00	4.82
248-731-910.000	PROMOTIONS COMMITTEE EVENTS	12,000.00	1,608.32	1,608.32	10,391.68	13.40
248-731-910.200	WALKABOUT SCULPTURE SHOW	1,000.00	0.00	0.00	1,000.00	0.00
248-731-910.300	STROLL THE STRETS	17,000.00	0.00	0.00	17,000.00	0.00
248-731-911.000	WORKERS COMPENSATION	200.00	0.00	0.00	200.00	0.00
248-731-940.000	FACILITIES RENT	6,900.00	575.00	575.00	6,325.00	8.33
248-731-942.000	SERVICE MAINTENANCE FEE	75,000.00	0.00	0.00	75,000.00	0.00
248-731-971.000	LAND ACQUISITION	9,000.00	337,946.83	337,946.83	(328,946.83)	3,754.96
Total Dept 731 - EXPENDITURES		387,469.00	344,119.73	344,119.73	43,349.27	88.81
TOTAL EXPENDITURES		387,469.00	344,119.73	344,119.73	43,349.27	88.81
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		393,031.00	0.00	0.00	393,031.00	0.00
TOTAL EXPENDITURES		387,469.00	344,119.73	344,119.73	43,349.27	88.81
NET OF REVENUES & EXPENDITURES		5,562.00	(344,119.73)	(344,119.73)	349,681.73	6,186.98

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 251 - LDFA FUND						
Revenues						
Dept 030 - REVENUES						
251-030-400.000	ALLOCATION FROM CUR YR FD BAL	162,900.00	0.00	0.00	162,900.00	0.00
251-030-402.000	PROPERTY TAX COLLECTIONS	156,350.00	0.00	0.00	156,350.00	0.00
Total Dept 030 - REVENUES		319,250.00	0.00	0.00	319,250.00	0.00
TOTAL REVENUES		319,250.00	0.00	0.00	319,250.00	0.00
Expenditures						
Dept 040 - EXPENDITURES						
251-040-730.000	MAINTENANCE	0.00	1,250.00	1,250.00	(1,250.00)	100.00
251-040-740.000	UTILITIES	250.00	10.60	10.60	239.40	4.24
251-040-750.000	ADMINISTRATIVE FEE	30,000.00	0.00	0.00	30,000.00	0.00
251-040-802.000	LEGAL SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
251-040-808.000	COMMUNITY PROMOTION	30,000.00	0.00	0.00	30,000.00	0.00
251-040-818.000	ENGINEERING	5,000.00	0.00	0.00	5,000.00	0.00
251-040-819.000	PROFESSIONAL SERVICES	10,000.00	0.00	0.00	10,000.00	0.00
251-040-870.000	TRAINING/TRAVEL	500.00	0.00	0.00	500.00	0.00
251-040-900.000	ADVERTISING/PUBLISHING	3,500.00	0.00	0.00	3,500.00	0.00
251-040-968.000	DEPRECIATION	55,000.00	0.00	0.00	55,000.00	0.00
251-040-970.000	PROPERTY REPURCHASE	50,000.00	0.00	0.00	50,000.00	0.00
251-040-971.000	CAPITAL OUTLAY-ENTRANCE SIGN	125,000.00	0.00	0.00	125,000.00	0.00
Total Dept 040 - EXPENDITURES		319,250.00	1,260.60	1,260.60	317,989.40	0.39
TOTAL EXPENDITURES		319,250.00	1,260.60	1,260.60	317,989.40	0.39
Fund 251 - LDFA FUND:						
TOTAL REVENUES		319,250.00	0.00	0.00	319,250.00	0.00
TOTAL EXPENDITURES		319,250.00	1,260.60	1,260.60	317,989.40	0.39
NET OF REVENUES & EXPENDITURES		0.00	(1,260.60)	(1,260.60)	1,260.60	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 285 - MARINA FUND						
Revenues						
Dept 030 - REVENUES						
285-030-624.000	BOAT TRAILER PARKING / AIRPORT	700.00	0.00	0.00	700.00	0.00
285-030-628.000	MARINA USER FEES/SEASONAL	60,000.00	22,642.00	22,642.00	37,358.00	37.74
285-030-629.000	MARINA USER FEES	58,000.00	22,240.88	22,240.88	35,759.12	38.35
285-030-630.000	LAUNCH RAMP USER FEES	16,000.00	1,704.00	1,704.00	14,296.00	10.65
285-030-631.000	WATER STREET MARINA REVENUES	17,000.00	7,220.00	7,220.00	9,780.00	42.47
285-030-631.100	KRUEGER MARINA REVENUES	2,800.00	0.00	0.00	2,800.00	0.00
285-030-631.200	BOB KONUPEK MARINA	2,800.00	0.00	0.00	2,800.00	0.00
285-030-670.000	SALE OF ICE/MISC INCOME	1,000.00	0.00	0.00	1,000.00	0.00
285-030-699.000	BOND PROCEEDS	1,030,000.00	0.00	0.00	1,030,000.00	0.00
Total Dept 030 - REVENUES		1,188,300.00	53,806.88	53,806.88	1,134,493.12	4.53
TOTAL REVENUES		1,188,300.00	53,806.88	53,806.88	1,134,493.12	4.53
Expenditures						
Dept 040 - EXPENDITURES						
285-040-705.000	SALARIES/WAGES	52,000.00	1,908.56	1,908.56	50,091.44	3.67
285-040-705.100	SALARIES - WATER STREET MARINA	8,000.00	0.00	0.00	8,000.00	0.00
285-040-709.000	OVERTIME	2,000.00	399.78	399.78	1,600.22	19.99
285-040-713.000	MEDICAL INSURANCE	800.00	39.89	39.89	760.11	4.99
285-040-714.000	SOCIAL SECURITY	4,800.00	175.15	175.15	4,624.85	3.65
285-040-715.000	PENSION COSTS	450.00	132.60	132.60	317.40	29.47
285-040-716.000	UNEMPLOYMENT COMPENSATION	100.00	0.00	0.00	100.00	0.00
285-040-727.000	SUPPLIES	7,000.00	222.32	222.32	6,777.68	3.18
285-040-727.100	SUPPLIES - WATER ST MARINA	20.00	0.00	0.00	20.00	0.00
285-040-727.200	WATER STREET MARINA REIMBURSEMENT	8,500.00	0.00	0.00	8,500.00	0.00
285-040-727.300	KRUEGER MARINA REIMBURSEMENT	1,400.00	0.00	0.00	1,400.00	0.00
285-040-727.350	KONUPEK	1,400.00	0.00	0.00	1,400.00	0.00
285-040-730.000	REPAIRS & MAINTENANCE	20,000.00	40.00	40.00	19,960.00	0.20
285-040-740.000	TELEPHONE/UTILITIES	15,000.00	360.13	360.13	14,639.87	2.40
285-040-754.000	UNIFORMS	500.00	0.00	0.00	500.00	0.00
285-040-818.000	CONTRACTED SERVICES	50,000.00	0.00	0.00	50,000.00	0.00
285-040-860.000	MOTOR POOL	4,000.00	0.00	0.00	4,000.00	0.00
285-040-870.000	TRAINING/TRAVEL	2,000.00	0.00	0.00	2,000.00	0.00
285-040-910.000	INSURANCE: LIABILITY/PROPERTY	1,300.00	354.77	354.77	945.23	27.29
285-040-911.000	INSURANCE: WORKERS COMP	1,200.00	0.00	0.00	1,200.00	0.00
285-040-970.000	CAPITAL OUTLAY/EQUIPMENT	200,000.00	0.00	0.00	200,000.00	0.00
285-040-975.000	BUILDINGS/EQUIPMENT	25,000.00	0.00	0.00	25,000.00	0.00
285-040-990.000	BOND PRINCIPAL & INTEREST	67,000.00	0.00	0.00	67,000.00	0.00
Total Dept 040 - EXPENDITURES		472,470.00	3,633.20	3,633.20	468,836.80	0.77
TOTAL EXPENDITURES		472,470.00	3,633.20	3,633.20	468,836.80	0.77
Fund 285 - MARINA FUND:						
TOTAL REVENUES		1,188,300.00	53,806.88	53,806.88	1,134,493.12	4.53
TOTAL EXPENDITURES		472,470.00	3,633.20	3,633.20	468,836.80	0.77
NET OF REVENUES & EXPENDITURES		715,830.00	50,173.68	50,173.68	665,656.32	7.01

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
			NORMAL	(ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 295 - AIRPORT FUND									
Revenues									
Dept 000									
295-000-400.000	ALLOCATION FROM CUR YR FD BAL	3,468.00	0.00		0.00		3,468.00		0.00
Total Dept 000		3,468.00	0.00		0.00		3,468.00		0.00
Dept 030 - REVENUES									
295-030-625.000	AIRPORT GASOLINE SALES	65,000.00	7,604.88		7,604.88		57,395.12		11.70
295-030-630.100	DRAG RACE REGISTRATIONS	10,000.00	0.00		0.00		10,000.00		0.00
295-030-670.000	RENT	12,532.00	0.00		0.00		12,532.00		0.00
295-030-675.000	RENT - HANGAR	44,000.00	5,250.00		5,250.00		38,750.00		11.93
295-030-690.000	CHARGES FOR SERVICES/FEES	500.00	0.00		0.00		500.00		0.00
Total Dept 030 - REVENUES		132,032.00	12,854.88		12,854.88		119,177.12		9.74
TOTAL REVENUES		135,500.00	12,854.88		12,854.88		122,645.12		9.49
Expenditures									
Dept 040 - EXPENDITURES									
295-040-705.000	SALARIES/WAGES	6,250.00	137.58		137.58		6,112.42		2.20
295-040-713.000	MEDICAL INSURANCE	1,500.00	0.00		0.00		1,500.00		0.00
295-040-714.000	SOCIAL SECURITY	500.00	10.53		10.53		489.47		2.11
295-040-715.000	CLEARING A/C RETIREMENT	350.00	11.01		11.01		338.99		3.15
295-040-716.000	UNEMPLOYMENT COMPENSATION	100.00	0.00		0.00		100.00		0.00
295-040-727.000	SUPPLIES	5,000.00	0.00		0.00		5,000.00		0.00
295-040-730.000	REPAIRS/MAINTENANCE	3,000.00	997.67		997.67		2,002.33		33.26
295-040-736.000	AVIATION FUEL (FOR SALE)	60,000.00	0.00		0.00		60,000.00		0.00
295-040-740.000	TELEPHONE/UTILITIES	9,000.00	853.61		853.61		8,146.39		9.48
295-040-817.000	DRAG RACE EXPENSES	5,250.00	0.00		0.00		5,250.00		0.00
295-040-818.000	ENGINEERING	4,000.00	0.00		0.00		4,000.00		0.00
295-040-819.000	ENVIRONMENTAL	250.00	0.00		0.00		250.00		0.00
295-040-860.000	MOTOR POOL	7,000.00	0.00		0.00		7,000.00		0.00
295-040-870.000	TRAINING	1,000.00	0.00		0.00		1,000.00		0.00
295-040-880.000	EVENTS	1,000.00	0.00		0.00		1,000.00		0.00
295-040-910.000	INSURANCE: LIABILITY/EQUIPMENT	5,000.00	709.54		709.54		4,290.46		14.19
295-040-911.000	INSURANCE: WORKERS COMP	300.00	0.00		0.00		300.00		0.00
295-040-970.000	CAPITAL OUTLAY/EQUIPMENT	1,000.00	0.00		0.00		1,000.00		0.00
295-040-975.000	AIRPORT IMPROVEMENTS	25,000.00	0.00		0.00		25,000.00		0.00
Total Dept 040 - EXPENDITURES		135,500.00	2,719.94		2,719.94		132,780.06		2.01
TOTAL EXPENDITURES		135,500.00	2,719.94		2,719.94		132,780.06		2.01
Fund 295 - AIRPORT FUND:									
TOTAL REVENUES		135,500.00	12,854.88		12,854.88		122,645.12		9.49
TOTAL EXPENDITURES		135,500.00	2,719.94		2,719.94		132,780.06		2.01
NET OF REVENUES & EXPENDITURES		0.00	10,134.94		10,134.94		(10,134.94)		100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 370 - CITY FACILITIES DEBT FUND						
Revenues						
Dept 030 - REVENUES						
370-030-402.000	PROPERTY TAX COLLECTION	452,526.00	0.00	0.00	452,526.00	0.00
Total Dept 030 - REVENUES		452,526.00	0.00	0.00	452,526.00	0.00
TOTAL REVENUES		452,526.00	0.00	0.00	452,526.00	0.00
Expenditures						
Dept 040 - EXPENDITURES						
370-040-970.000	INTEREST EXPENSE	171,038.00	0.00	0.00	171,038.00	0.00
370-040-990.000	PRINCIPAL	280,000.00	0.00	0.00	280,000.00	0.00
Total Dept 040 - EXPENDITURES		451,038.00	0.00	0.00	451,038.00	0.00
TOTAL EXPENDITURES		451,038.00	0.00	0.00	451,038.00	0.00
Fund 370 - CITY FACILITIES DEBT FUND:						
TOTAL REVENUES		452,526.00	0.00	0.00	452,526.00	0.00
TOTAL EXPENDITURES		451,038.00	0.00	0.00	451,038.00	0.00
NET OF REVENUES & EXPENDITURES		1,488.00	0.00	0.00	1,488.00	0.00

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 470 - CITY FACILITIES CONSTRUCTION FUND						
Revenues						
Dept 030 - REVENUES						
470-030-400.000	ALLOCATION FROM CUR YR FD BAL	25,000.00	0.00	0.00	25,000.00	0.00
470-030-664.000	INTEREST EARNINGS	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 030 - REVENUES		40,000.00	0.00	0.00	40,000.00	0.00
TOTAL REVENUES		40,000.00	0.00	0.00	40,000.00	0.00
Expenditures						
Dept 040 - EXPENDITURES						
470-040-970.000	CONSTRUCTION CITY FACILITIES	40,000.00	467.39	467.39	39,532.61	1.17
Total Dept 040 - EXPENDITURES		40,000.00	467.39	467.39	39,532.61	1.17
TOTAL EXPENDITURES		40,000.00	467.39	467.39	39,532.61	1.17
Fund 470 - CITY FACILITIES CONSTRUCTION FUND:						
TOTAL REVENUES		40,000.00	0.00	0.00	40,000.00	0.00
TOTAL EXPENDITURES		40,000.00	467.39	467.39	39,532.61	1.17
NET OF REVENUES & EXPENDITURES		0.00	(467.39)	(467.39)	467.39	100.00

User: Cindy
DB: Boyne City

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - WASTEWATER FUND						
Revenues						
Dept 030 - REVENUES						
590-030-400.000	ALLOCATIONS FROM CUR YR FD BAL	413,276.00	0.00	0.00	413,276.00	0.00
590-030-403.000	DELQ ACCOUNTS - TAX ROLL	3,000.00	0.00	0.00	3,000.00	0.00
590-030-641.000	WASTEWATER REVENUES	1,021,062.00	0.00	0.00	1,021,062.00	0.00
590-030-642.000	WASTEWATER CHGS/SVCS & FEES	4,000.00	0.00	0.00	4,000.00	0.00
590-030-643.000	WATER BILL PENALTIES	8,000.00	0.00	0.00	8,000.00	0.00
590-030-648.000	TAP IN FEES - WATER	10,000.00	0.00	0.00	10,000.00	0.00
590-030-664.000	INTEREST EARNINGS	1,000.00	0.00	0.00	1,000.00	0.00
590-030-691.000	SRF LOAN PAYMENT - BOYNE MTN	226,611.00	0.00	0.00	226,611.00	0.00
Total Dept 030 - REVENUES		1,686,949.00	0.00	0.00	1,686,949.00	0.00
TOTAL REVENUES		1,686,949.00	0.00	0.00	1,686,949.00	0.00
Expenditures						
Dept 590 - EXPENDITURES						
590-590-705.000	SALARIES- WASTEWATER	113,512.00	4,644.18	4,644.18	108,867.82	4.09
590-590-709.000	OVERTIME- WASTEWATER	9,000.00	628.45	628.45	8,371.55	6.98
590-590-711.000	SAFETY EQUIPMENT	750.00	98.00	98.00	652.00	13.07
590-590-712.000	INSURANCE COST	200.00	42.70	42.70	157.30	21.35
590-590-713.000	MEDICAL INSURANCE	22,842.00	669.89	669.89	22,172.11	2.93
590-590-714.000	SOCIAL SECURITY	8,837.00	388.15	388.15	8,448.85	4.39
590-590-715.000	PENSION	30,000.00	424.37	424.37	29,575.63	1.41
590-590-716.000	UNEMPLOYMENT INS	11.00	0.00	0.00	11.00	0.00
590-590-719.000	ACC/VACA SICK/WW	10,000.00	32.02	32.02	9,967.98	0.32
590-590-726.000	LAB SUPPLIES	7,000.00	0.00	0.00	7,000.00	0.00
590-590-727.000	SUPPLIES	7,500.00	475.00	475.00	7,025.00	6.33
590-590-730.000	EQUIPMENT/MAINTENANCE	60,000.00	386.25	386.25	59,613.75	0.64
590-590-731.000	POSTAGE	1,600.00	0.00	0.00	1,600.00	0.00
590-590-735.000	GAS/OIL	4,000.00	64.93	64.93	3,935.07	1.62
590-590-740.000	TELEPHONE/UTILITIES	130,000.00	9,039.03	9,039.03	120,960.97	6.95
590-590-745.000	CHEMICALS	42,000.00	0.00	0.00	42,000.00	0.00
590-590-750.000	ADMINISTRATIVE FEE	30,000.00	0.00	0.00	30,000.00	0.00
590-590-802.000	LEGAL FEES	1,000.00	0.00	0.00	1,000.00	0.00
590-590-808.000	ACCOUNTING/AUDIT	1,000.00	0.00	0.00	1,000.00	0.00
590-590-809.000	ENVIRONMENTAL SERVICE FEES	11,000.00	1,402.00	1,402.00	9,598.00	12.75
590-590-818.000	ENGINEERING	40,000.00	0.00	0.00	40,000.00	0.00
590-590-860.000	MOTOR POOL	7,000.00	0.00	0.00	7,000.00	0.00
590-590-861.000	VEHICLE EXPENSE	3,000.00	0.00	0.00	3,000.00	0.00
590-590-870.000	TRAINING/TRAVEL	3,000.00	0.00	0.00	3,000.00	0.00
590-590-900.000	PUBLISHING	250.00	0.00	0.00	250.00	0.00
590-590-910.000	LIAB/BUILDING INSURANCE	9,000.00	1,064.31	1,064.31	7,935.69	11.83
590-590-911.000	WORKERS COMPENSATION	3,500.00	0.00	0.00	3,500.00	0.00
590-590-968.000	DEPRECIATION EXPENSE	310,000.00	0.00	0.00	310,000.00	0.00
590-590-969.000	EQUIP/VEHICLE REPLACEMENT	300,000.00	0.00	0.00	300,000.00	0.00
590-590-990.000	SRF PRINCIPLE EXPENSE	460,000.00	0.00	0.00	460,000.00	0.00
590-590-991.000	SRF INTEREST EXPENSE	60,947.00	0.00	0.00	60,947.00	0.00
Total Dept 590 - EXPENDITURES		1,686,949.00	19,359.28	19,359.28	1,667,589.72	1.15
TOTAL EXPENDITURES		1,686,949.00	19,359.28	19,359.28	1,667,589.72	1.15

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY
 PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 590 - WASTEWATER FUND								
Fund 590 - WASTEWATER FUND:								
	TOTAL REVENUES	1,686,949.00	0.00	0.00	1,686,949.00	0.00		
	TOTAL EXPENDITURES	1,686,949.00	19,359.28	19,359.28	1,667,589.72	1.15		
	NET OF REVENUES & EXPENDITURES	0.00	(19,359.28)	(19,359.28)	19,359.28	100.00		

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
			NORMAL	(ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	
Fund 592 - WATER FUND									
Revenues									
Dept 000									
592-000-400.000	ALLOCATION FROM CUR YR FD BAL	33,347.00	0.00		0.00		33,347.00		0.00
Total Dept 000		33,347.00	0.00		0.00		33,347.00		0.00
Dept 030 - REVENUES									
592-030-403.000	DELQ. PERSONAL PROPERTY TAX	2,000.00	0.00		0.00		2,000.00		0.00
Total Dept 030 - REVENUES		2,000.00	0.00		0.00		2,000.00		0.00
Dept 032 - REVENUES									
592-032-641.000	WATER USER FEES	661,730.00	0.00		0.00		661,730.00		0.00
592-032-642.000	WATER CHGS SERVICES & FEES	2,000.00	325.25		325.25		1,674.75		16.26
592-032-643.000	PENALTIES/LATE FEES	7,500.00	0.00		0.00		7,500.00		0.00
592-032-645.000	FIRE HYDRANT FEES	27,750.00	0.00		0.00		27,750.00		0.00
592-032-648.000	WATER TAP-IN FEES	20,000.00	0.00		0.00		20,000.00		0.00
592-032-664.000	INTEREST EARNINGS	500.00	0.00		0.00		500.00		0.00
592-032-672.000	SPECIAL ASSESSMENT	20,800.00	0.00		0.00		20,800.00		0.00
Total Dept 032 - REVENUES		740,280.00	325.25		325.25		739,954.75		0.04
TOTAL REVENUES		775,627.00	325.25		325.25		775,301.75		0.04
Expenditures									
Dept 592 - EXPENDITURES									
592-592-705.000	SALARIES- WATER DEPT	113,512.00	4,644.20		4,644.20		108,867.80		4.09
592-592-709.000	OVERTIME	16,000.00	514.56		514.56		15,485.44		3.22
592-592-711.000	SAFETY EQUIPMENT	1,000.00	98.00		98.00		902.00		9.80
592-592-712.000	INSURANCE COSTS - LIABILITY	200.00	42.70		42.70		157.30		21.35
592-592-713.000	MEDICAL INSURANCE	22,842.00	603.10		603.10		22,238.90		2.64
592-592-714.000	SOCIAL SECURITY	8,837.00	380.96		380.96		8,456.04		4.31
592-592-715.000	PENSION	30,000.00	415.28		415.28		29,584.72		1.38
592-592-716.000	UNEMPLOYMENT	11.00	0.00		0.00		11.00		0.00
592-592-719.000	ACC VACA/SICK	10,000.00	31.98		31.98		9,968.02		0.32
592-592-727.000	SUPPLIES/MATERIALS	20,000.00	589.61		589.61		19,410.39		2.95
592-592-728.000	METERS/MATERIALS	25,000.00	0.00		0.00		25,000.00		0.00
592-592-730.000	REPAIRS/MAINTENANCE	55,000.00	498.55		498.55		54,501.45		0.91
592-592-731.000	POSTAGE	1,600.00	0.00		0.00		1,600.00		0.00
592-592-735.000	GAS/OIL PURCHASES	7,000.00	29.37		29.37		6,970.63		0.42
592-592-740.000	TELEPHONE/UTILITIES	50,000.00	4,058.58		4,058.58		45,941.42		8.12
592-592-745.000	CHEMICALS	12,000.00	0.00		0.00		12,000.00		0.00
592-592-750.000	ADMINISTRATIVE FEE	30,000.00	0.00		0.00		30,000.00		0.00
592-592-808.000	ACCOUNTING AUDIT	1,500.00	0.00		0.00		1,500.00		0.00
592-592-809.000	ENVIRONMENTAL SERVICE FEES	9,000.00	200.00		200.00		8,800.00		2.22
592-592-818.000	ENGINEERING	15,000.00	0.00		0.00		15,000.00		0.00
592-592-860.000	MOTOR POOL	2,500.00	0.00		0.00		2,500.00		0.00
592-592-861.000	VEHICLE EXPENSE	4,000.00	0.00		0.00		4,000.00		0.00
592-592-870.000	TRAINING/TRAVEL	3,000.00	95.00		95.00		2,905.00		3.17
592-592-900.000	PUBLISHING	1,400.00	0.00		0.00		1,400.00		0.00
592-592-910.000	LIABILITY/BUILDING INSURANCE	3,800.00	2,988.16		2,988.16		811.84		78.64
592-592-911.000	WORKERS COMPENSATION	2,500.00	0.00		0.00		2,500.00		0.00
592-592-969.000	EQUIPMENT/VEHICLE REPLACEMENT	182,000.00	0.00		0.00		182,000.00		0.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - WATER FUND						
Expenditures						
592-592-990.000	DWRP PRINCIPAL	105,000.00	0.00	0.00	105,000.00	0.00
592-592-990.100	WATER LINE EXTENSION PRINCIPAL	20,800.00	0.00	0.00	20,800.00	0.00
592-592-991.000	DWRP INTEREST	10,750.00	0.00	0.00	10,750.00	0.00
592-592-991.100	WATER LINE EXTENSION INTEREST	11,375.00	0.00	0.00	11,375.00	0.00
Total Dept 592 - EXPENDITURES		775,627.00	15,190.05	15,190.05	760,436.95	1.96
TOTAL EXPENDITURES		775,627.00	15,190.05	15,190.05	760,436.95	1.96
Fund 592 - WATER FUND:						
TOTAL REVENUES		775,627.00	325.25	325.25	775,301.75	0.04
TOTAL EXPENDITURES		775,627.00	15,190.05	15,190.05	760,436.95	1.96
NET OF REVENUES & EXPENDITURES		0.00	(14,864.80)	(14,864.80)	14,864.80	100.00

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 661 - MOTOR POOL FUND						
Revenues						
Dept 000						
661-000-400.000	ALLOCATION FROM CUR YR FD BAL	111,026.00	0.00	0.00	111,026.00	0.00
Total Dept 000		111,026.00	0.00	0.00	111,026.00	0.00
Dept 030 - REVENUES						
661-030-608.000	BILLINGS WATER/WW FUND	250.00	0.00	0.00	250.00	0.00
661-030-609.000	BILLINGS MAJOR STREET	110,114.00	0.00	0.00	110,114.00	0.00
661-030-610.000	BILLINGS LOCAL STREET	129,857.00	0.00	0.00	129,857.00	0.00
661-030-611.000	BILLINGS GENERAL FUND	77,220.00	0.00	0.00	77,220.00	0.00
661-030-612.000	BILLINGS AIRPORT FUND	8,000.00	0.00	0.00	8,000.00	0.00
661-030-614.000	BILLINGS TO MARINA FUND	3,500.00	0.00	0.00	3,500.00	0.00
661-030-615.000	BILLINGS TO CEMETERY FUND	8,000.00	0.00	0.00	8,000.00	0.00
661-030-673.000	EQUIPMENT SALES	10,000.00	0.00	0.00	10,000.00	0.00
661-030-690.000	MISCELLANEOUS INCOME	12,000.00	0.00	0.00	12,000.00	0.00
Total Dept 030 - REVENUES		358,941.00	0.00	0.00	358,941.00	0.00
TOTAL REVENUES		469,967.00	0.00	0.00	469,967.00	0.00
Expenditures						
Dept 000						
661-000-714.000	CLEARING A/C-SOCIAL SECURITY	0.00	5.65	5.65	(5.65)	100.00
Total Dept 000		0.00	5.65	5.65	(5.65)	100.00
Dept 040 - EXPENDITURES						
661-040-705.000	SALARIES- MOTOR POOL	1,658.00	422.81	422.81	1,235.19	25.50
661-040-706.000	SALARIES- COMPOST	5,194.00	933.43	933.43	4,260.57	17.97
661-040-709.000	OVERTIME- MOTOR POOL	500.00	0.00	0.00	500.00	0.00
661-040-713.000	MEDICAL INSURANCE	2,210.00	111.33	111.33	2,098.67	5.04
661-040-714.000	SOCIAL SECURITY	1,180.00	101.04	101.04	1,078.96	8.56
661-040-715.000	PENSION	23,900.00	62.92	62.92	23,837.08	0.26
661-040-727.000	SUPPLIES	26,500.00	0.00	0.00	26,500.00	0.00
661-040-730.000	EQUIPMENT MAINTENANCE	45,000.00	0.00	0.00	45,000.00	0.00
661-040-735.000	GAS AND OIL	30,000.00	186.06	186.06	29,813.94	0.62
661-040-740.000	TELEPHONE/UTILITIES	14,825.00	1,035.02	1,035.02	13,789.98	6.98
661-040-750.000	ADMINISTRATIVE FEE	5,500.00	0.00	0.00	5,500.00	0.00
661-040-818.000	CONTRACTED SERVICES	29,400.00	0.00	0.00	29,400.00	0.00
661-040-910.000	INSURANCE	11,500.00	3,902.47	3,902.47	7,597.53	33.93
661-040-911.000	INSURANCE/WORKERS COMPENSATION	600.00	0.00	0.00	600.00	0.00
661-040-968.000	DEPRECIATION	62,000.00	0.00	0.00	62,000.00	0.00
661-040-970.000	EQUIPMENT PURCHASES	210,000.00	270.32	270.32	209,729.68	0.13
Total Dept 040 - EXPENDITURES		469,967.00	7,025.40	7,025.40	462,941.60	1.49
TOTAL EXPENDITURES		469,967.00	7,031.05	7,031.05	462,935.95	1.50

REVENUE AND EXPENDITURE REPORT FOR BOYNE CITY

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 661 - MOTOR POOL FUND								
Fund 661 - MOTOR POOL FUND:								
TOTAL REVENUES		469,967.00	0.00	0.00	469,967.00	0.00		
TOTAL EXPENDITURES		469,967.00	7,031.05	7,031.05	462,935.95	1.50		
NET OF REVENUES & EXPENDITURES		0.00	(7,031.05)	(7,031.05)	7,031.05	100.00		

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 701 - TRUST & AGENCY FUND						
Expenditures						
Dept 000						
701-000-791.000	GENERAL FUND TRAILER PARK FEES	0.00	(76.00)	(76.00)	76.00	100.00
701-000-792.000	TRAILER PARK FEES DUE COUNTY	0.00	(76.00)	(76.00)	76.00	100.00
701-000-793.000	TRAILER PARK FEES DUE SCH/COUNTY	0.00	(304.00)	(304.00)	304.00	100.00
Total Dept 000		0.00	(456.00)	(456.00)	456.00	100.00
TOTAL EXPENDITURES		0.00	(456.00)	(456.00)	456.00	100.00
Fund 701 - TRUST & AGENCY FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	(456.00)	(456.00)	456.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	456.00	456.00	(456.00)	100.00
TOTAL REVENUES - ALL FUNDS		14,564,693.00	530,120.68	530,120.68	14,034,572.32	3.64
TOTAL EXPENDITURES - ALL FUNDS		13,751,302.00	790,161.87	790,161.87	12,961,140.13	5.75
NET OF REVENUES & EXPENDITURES		813,391.00	(260,041.19)	(260,041.19)	1,073,432.19	31.97

-----Original Message-----

From: Kecia Freed [mailto:kecia@twin-valley.net]

Sent: Tuesday, June 23, 2020 2:01 PM

To: Michael Cain <mcaain@boynecity.com>; mndday@aol.com; Heather Nalbock <hnalbock@independencevillages.com>; Asuka Barden <abarden@bardenlumber.com>

Subject: Request for Heritage Center reschedule

To the City Commission:

The Boyne Heritage Center is requesting to be moved from tonight's meeting agenda and instead be placed on the next City Commission meeting in two weeks. This will allow additional time for the City to review the proposed collections policy with the Historical Commission before considering it for approval.

Thank you,
Kecia Freed
President, Board of Directors
Boyne Heritage Center

Sent from my iPhone



BOYNE
HERITAGE
CENTER

MEMO

June 18, 2020

Boyne City City Commission

Boyne Heritage Center

Collections Policy Draft

Me

The Boyne Heritage Center Board of Directors submits this attached pdf draft of our Collections Policy to be reviewed and considered for approval by the commissioners at their meeting of June 23, 2020. The intent of this policy is to serve as the formal agreement between the City of Boyne City and the Boyne Heritage Center in its role of stewards of the historical collection and resources owned by the City of Boyne City and held in public trust.

Thank you,

Kecia Freed

President, Board of Directors

Boyne Heritage Center



BOYNE
HERITAGE
CENTER



Historical Collections Policy of the Boyne Heritage Center and City of Boyne City

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I) INTRODUCTION TO COLLECTIONS POLICY

A) STATEMENT OF PURPOSE

The purpose of the Boyne Heritage Center (BHC) is to promote and manage the collection, preservation, educational interpretation and display of the Boyne City area's artifacts, documents, events and history, its people and institutions, its cultural and economic development. Likewise, the primary goal of the corporation is to preserve the Boyne City area's heritage for the benefit of present and future citizens.

B) STATEMENT OF AUTHORITY AND PERSONEL

- 1) City of Boyne City (City) – A Michigan municipal corporation governed by a City Commission, who has full ownership of the Collection and provides certain properties that houses the Boyne Heritage Center's exhibit and storage facilities.
- 2) Boyne Heritage Center (BHC) – A private 501(c)3 organization governed by a Board of Directors (Board), charged by the City to manage the City Collection and promote the history of Boyne region. As per the BHC Bylaws, all assets and records will be provided to the City if it were ever to be dissolved as an organization.
- 3) Collections Committee – A committee within the BHC which is delegated to assist with managing the Collection, and to make recommendations to the BHC Board pertaining to the Collection.
- 4) Staff – Personnel employed, or contractors hired by the Boyne Heritage Center.
- 5) Volunteers – Any unpaid person(s) who dedicates time to advance the goals of the BHC. Any volunteers working directly with the collection must abide by this policy.

C) COLLECTIONS COMMITTEE

(Cited from the Boyne Heritage Center Bylaws)

“Collections and Conservation Committee shall assist staff, officers, Directors with the acquisition and maintenance of corporate properties and facilities and conduct an annual equipment inventory.

The committee shall also submit recommendations to the Board on leases, licenses, insurance, real property purchases and similar related matters. Additionally, this committee shall be responsible for those policies, procedures and forms that provide for the acquisition, preservation, storage, security, cataloging and display of items donated or loaned to the museum. Other duties include oversight of an annual inventory of collections and the periodic assessment of preservation and conservation needs.”

1) Policy Review

The Collections Committee shall be charged with the establishment and periodic review of the Collections Policy and related procedures. Any suggested Policy changes will be recommended to the Board of Directors for approval.

2) Plans and Procedures

The Collections Committee is responsible for developing plans and procedures for the Collection management, according to the annual budget, and will work with paid staff on implementation. The Boyne Heritage Center Board is the authorizing body to approve policy and maintain oversight over the Collection Committee plans and procedure.

3) Reporting

The Collections Committee must report to the Board of Directors at all regular meetings. Reports may include any updates on potential or current objects, recommendations on acquisitions, deaccessions, policy or other requirements of the Committee stated in this policy.

D) SCOPE OF COLLECTIONS

The Mission Statement and Interpretive Framework of the Boyne Heritage Center provides general guidelines for acquiring objects for the City's Collections. The Scope of Collections Statement outlines more specific criteria for determining the types of objects that may be added to the specific named collections.

The BHC collects objects on behalf of the City relating to the history of the Boyne region. Although we have no fixed boundaries, the Boyne Heritage Center will feature historical content primarily from the service area of the Boyne District Library, with the addition of Boyne Falls, Walloon Lake and the area west of Horton Bay.

1) Permanent Collections

These objects, present and future, belong to the City of Boyne City, and are acquired and preserved because of their potential value as examples, as reference material, or as objects of aesthetic or educational importance, all relating to the BHC's Mission and themes of the Interpretive Framework. Objects in the Permanent Collection will be protected, preserved and held to the highest standards in the Collection. These objects have the most restrictive level of access. These accessioned materials are held in trust for public use in exhibitions, programs or research by responsible scholars. The Boyne Heritage Center has the authority to use and promote any objects in the entire collection.

2) Auxiliary Collection

Objects not accessioned into the Permanent Collections that are used to support the BHC's education programs, exhibits, and research. These objects may also lack provenance, lacks physical integrity, is a duplicate or replication, or is regarded as expendable.

3) Temporary Collection

In order to meet the goal of complete accountability for all objects in custody of the City, objects left for review or on loan will be placed in this collection for up to (1) year. Unwanted objects are subject to removal using the guidelines in the Disposal of an Object section if the previous owner refuses to take it back or cannot be determined.

E) INTERPRETIVE FRAMEWORK

1) Interpretive Focus

(i) Exhibit title *“Boyne Before Us”*

(ii) The history of the Boyne City region is a record of peoples’ stewardship of the landscape.

2) Concept Summary

The extraordinary gifts of the land and waters attracted people over thousands of years to the Boyne region. These gifts included the soils, the spring waters, the wildlife, and the trees. After settlement in the early 1800s, the explosive harvest of these gifts - lumbering, fishing and hunting, industry – built the region but left the land and waters degraded and abandoned. In revival, the Boyne community has embraced a sustainable economy that enjoys, protects and shares its gifts with the future.

3) Accompanying Themes

The Museum proposes to build its interpretation around 8 themes:

(i) **Foundation**

This series of natural history displays introduce the landscape and resources of the region that have supported human life and have been the subject of human stewardship and history.

(ii) **Settlement (1850s-1880s)**

Discovering the reasons and the ways people came to settle the area in the 1800s. Introductions to the first settlers and their first exploitation of resources, with displays of the Miller collection objects.

(iii) **Boom (1880s-1910)**

Learning about the explosion of industry and resource exploitation on the Lake Charlevoix waterfront in Boyne City and its impact on the community and region. Lumber mills were at the core, and other industries were related to lumber. Collection displays pertaining to this industry and history.

**LaFrance and tower clock: Collection displays, graphics, and lighting support the singular roles of the fire department and the tower clock in the community.*

(iv) **Booming Boyne (1900-1920)**

A portrait of booming Boyne and its people is offered by graphics, collection displays, and architecture.

(v) **Downtime and Revival (1920-2000s)**

The lumber boom in the region was unsustainable. As the woods were exhausted the economy declined even before the jolt of the Great Depression. What seemed powerful and permanent, like the local industries and shipping wealth, became fragile and transitional. Mills and factories closed, people left town and buildings were torn down. Smeltania became a symbol of humor and survival.

(vi) **Boyne Today**

A portrait of contemporary Boyne and our unfolding history.

(vii) **Multi-purpose**

An open area for changing exhibits, events, demonstrations and significant historical discoveries.

II) ACQUISITIONS

Objects may be added to the collection by means of gifts, bequests, purchases, transfer, exchange, objects found on City property, fieldwork acquisition, or any other events by which title to the objects passes to the City of Boyne City for the purpose of the Boyne Heritage Center Exhibit.

A) ACCESSIONING

- 1) Every effort will be made to accept only those objects into the Permanent Collections which fit the mission statement of the BHC, have potential use in the research and interpretation of Boyne's history, and warrant a long-term commitment toward their preservation. Accessioning is undertaken in order to fulfill the responsibilities of holding objects in public trust. It insures proper documentation and management of the objects.
- 2) The Collections Committee will put in place plans and procedures for acquiring new objects for the collections.
- 3) The City of Boyne City and the BHC shall take all possible precautions to ensure the physical safety of objects in the Permanent Collections, and to store objects in the Permanent Collections in an environmentally controlled space in a location approved by the City.
- 4) In order to empower members of the Board and staff to obtain potential objects for the Permanent Collection when a unique opportunity arises, these personnel are authorized to purchase an object up to an amount budgeted by the board without approval from the Board. Any object over the budget must be approved by the President or Treasurer of the Board in an expedited manner. Policy in the BHC bylaws applies to all purchasing matters. All efforts to obtain object by donation are to be exercised before purchasing objects.
- 5) An object shall be considered for accessioning into the Permanent Collections only if it meets the following criteria:
 - (i) An object must contribute to the interpretation and understanding of the history and material culture of Boyne and its state, regional, national, or international contexts.
 - (ii) An object must be in reasonably good physical condition or can be conserved with the BHC's resources.
 - (iii) An object must be sufficiently complete to convey historical information.
 - (iv) An object must have historical significance, or it must be sufficiently useful for research or interpretive purposes.
 - (v) An object must have free and clear title and shall be offered without restrictions imposed by the depositor.
 - (vi) No object shall be knowingly accepted or acquired which has been illegally imported into, or collected in, the United States contrary to any applicable law, regulation, treaty, or convention.
- 6) The BHC will not accept an object which contains flammable, unstable, perishable, or toxic materials such as medicines, foodstuffs, household cleaners, toiletries or lubricants. It will be the responsibility of the depositor to remove such materials before the object is brought to the BHC for consideration.

- 7) The Collections Committee is obligated and authorized to accession any object into the collections in adherence with this Policy. A list of recent accessioned objects is to be provided to the City no less than once per fiscal year by the BHC.
- 8) The depositor must transfer unconditional title of all objects gifted or sold to the City of Boyne City.
- 9) BHC Board of Directors and staff shall not make verbal or written appraisals of objects donated. Board and staff may direct donors to professional appraisers' organizations but will not make endorsements of any specific appraiser. Donors shall bear the cost of appraisals.
- 10) Objects shall not be accessioned into the collections unless the BHC or City can provide for the storage, protection, and preservation-friendly environment of the objects under conditions that ensure their physical integrity and availability, in keeping with professional standards.
- 11) The City, BHC and staff shall abide by the Conflict of Interest Policy, as well as the American Alliance for Museums' and the Museum's Code of Ethics with regarding personal collecting and shall avoid any apparent conflicts of interest in collecting. All potential conflicts of interest should be declared to the Board.

B) COPYRIGHT CONSIDERATIONS

The BHC may obtain ownership and control of copyright on behalf of the City of Boyne City in the following matters:

- 1) As the "author" of a work made for hire, either of work performed by staff within the scope of employment or work commissioned from another under certain circumstances.
- 2) By the transfer of copyright through assignment.
- 3) By the transfer of copyright through licensing.
- 4) When the BHC acquires an object on behalf of the City that appears to be protected by copyright, it is important to establish, if possible, who holds copyright and to clarify whether any of the existing copyright interests pass to the City with the object. Lack of interests should be noted on the accession records along with any information on the actual copyright holder. If copyright interests exist and the BHC wishes to obtain them, or the right to exercise some or all, this must be negotiated with the copyright holder and expressly noted on the Deed of Gift and all related forms.

III) DEACCESSIONS

A) DEACCESSION OF AN OBJECT

- 1) An object shall be deaccessioned from the Permanent Collections by recommendation of the Collections Committee to the Board of Directors, who will in turn recommend to the City Commission for final approval.
- 2) The removal of objects from the Permanent Collection shall be undertaken only after careful consideration. The objectives of the deaccessioning process are to ensure that the collection

is representative of the BHC's mission; to reflect changes in the BHC's mission or collection policy; or to maintain sound collection management practices.

- 3) An object that has been part of the BHC permanent collection for at least 3 years may be considered for deaccessioning only if it meets one or more of the following criteria:
 - (i) An object does not fall within the scope of this collection policy, does not fit the mission statement of the BHC, cannot serve a foreseeable purpose for research, exhibits or educational purposes, is out of compliance with local, state or federal law, or has been approved for repatriation under the Native American Graves Protection and Repatriation Act (NAGPRA).
 - (ii) An object is found to be a clear forgery, replica, or reproduction that lacks historic significance.
 - (iii) An object is potentially hazardous to other objects or to human health.
 - (iv) An object is a duplicate of other objects in the collection which are of higher quality, are in better condition, have a Boyne provenance, or are more representative of objects used in Boyne in the past.
 - (v) An object is in imminent danger of deterioration or destruction, and it is beyond the resources of the BHC to stabilize or conserve the object at that time.
 - (vi) An object has deteriorated to the point where it is no longer restorable or cannot be used for exhibits, research or education purposes.
 - (vii) An object is used for destructive analysis which is deemed to be of more value to the BHC than retaining the object intact.
 - (viii) An object is found not to have had free and clear title at the time of donation or was not offered without restriction.
- 4) The Collections Committee shall create and maintain complete and accurate records for objects deaccessioned.
- 5) The staff and Board must not purchase or acquire objects deaccessioned from the BHC which are not offered at public auction or sale. However, these individuals may participate in public auctions and public sales.

B) DISPOSAL OF AN OBJECT

- 1) Disposal of an object from the Permanent Collection is the responsibility of the BHC as approved by the City, using the following methods of disposal of deaccessioned objects:
 - Reclassification as an auxiliary material within the heritage center for a specific use.
 - Transfers or exchanges to cultural, scientific or educational institutions, with priority given to institutions in the Charlevoix County area, or in the state of Michigan, respectively.
 - Sale at a BHC-sponsored public auction or sale, only in the event that no cultural, scientific, or educational institution is willing to accept the object.
 - Donation to charity.
 - Destruction, if no other method is feasible.
- 2) Disposal of objects through sale, trade, or research activities is solely for the advancement of the BHC's mission. Proceeds from the sale of collections are to be used for acquisition or direct care of collections.

- 3) No deaccessioned materials shall be sold through any BHC retail platforms.
- 4) The BHC shall abide by the Conflict of Interest Policy of the Boyne Heritage Center with regards to disposal of an object.

IV) DOCUMENTATION

A) RECORD DEVELOPMENT, MANAGEMENT AND MAINTENANCE

- 1) A collection management system for intellectual control of the collections shall be maintained by the Collections Committee and staff. This includes both physical and electronic documentation.
- 2) Development, management and maintenance of all records and documents shall be in accordance with museum standards and best practices.
- 3) Official records, associated records and resource management records will be maintained in perpetuity.
 - (i) Non-official copies or duplicate documents will be maintained until their use is no longer required.
 - (ii) Electronic records will be backed up to the City of Boyne City IT system at a minimum of once annually.
 - (iii) All records in the depositor accession files will be maintained in a hard copy and digital format.
- 4) Official records, un-official copies, resource management records as well as associated records will be developed, managed and maintained by the Collections Committee and staff.
 - (i) The Collections Committee will report any financial related information and documents to the Treasurer of the Board.
- 5) The Collections Committee is responsible for the creation and revision of the official record forms.
 - (i) The Collections Committee shall review all official record forms, agreements and contracts for proper legal terminology and content before submitted to the Board for approval.
- 6) New acquisition records will be completed in a timely manner, accurately recorded and stored in secure assigned areas as approved by the City.
 - (i) Depositor Accession File Folders will contain all official records and associated records related to activities surrounding the acquisition. Acquisition Records will be maintained in the official record files by the Collections Committee.
- 7) The Collections Committee and select staff is responsible for any additions, changes or deletions made to the records of objects.
- 8) Access to these files will be through the Collections Committee and select staff.
- 9) Files and records are subject to review and/or audit by the Board of Directors.
- 10) Records may be kept in a digital format. All digital records must be backed up and stored in a location approved by the City on a periodic basis no less than once per fiscal year.

- 11) All original documents, files and hard drives must stay on City property at all times, unless approved by the City.
 - (i) When necessary, duplicates of digital images may be created by the Collections Committee and taken off property for the sole purpose of image restoration and Boyne Heritage Center promotional efforts.
 - (ii) Any current or former Committee Member may not use any copies of documents or images belonging to the City or BHC for any other purpose other than previously stated ("i") without proper permission.
- 12) The Boyne Heritage Center has full copyrights, patent, and royalty rights for any publications, images, photographs, filmstrips, videotapes, procedures, website, etc., produced as part of any personnel's assigned duties or when the personnel utilizes City/BHC property or benefits directly from knowledge, information, and skills derived at the BHC. No personnel shall duplicate, copy, or reproduce any property of the City or BHC without permission, except in the normal course of performing assigned work.

B) CATALOGING AND OBJECT DOCUMENTATION

- 1) All object documentation shall be in accordance with generally accepted museum standards and best practices.
- 2) Documentation of objects will include physical description, provenance, and storage location.
- 3) Numbering systems will be used to track objects and associated records.
- 4) Depositor files will contain Deeds of Gift, correspondence, and any other documentation related to the transfer of ownership to the City of Boyne City.
- 5) Records of objects on loan from other institutions or individuals will be developed and maintained by the Collections Committee. Copies will be provided to the loaning institution when the object is returned.

V) LOANS

A) LOAN STATEMENT

Loans will be made to and from individuals, institutions and other organizations in the interest of fulfilling the mission of the BHC. Loans may be used for use in special exhibitions, as well as research and developing other interpretive projects.

B) INCOMING LOANS

- 1) The following factors shall be considered before accepting any in-coming loan: the intended use of the object, costs of storage, security, transportation and insurance, the object's condition, ability to withstand shipment, the lender's restrictions, and problems of provenance or copyright.
- 2) The Board President or Treasurer and the lender or an authorized representative of the lending institution must sign incoming loan agreements.

- 3) Objects taken on loan to the BHC will be given the same care as objects in the Permanent Collections, unless otherwise specified in the agreement with the lending institution or owner. No alterations, embellishments, modifications, dismantling, or conservation treatment of loaned objects will be undertaken without written consent from an authorized representative of the lending institution or owner.
- 4) Loans will be accepted for a period of no longer than one year. Loans may be renewed annually.
- 5) Researchers will not be granted access to objects which are on loan to the BHC, unless so stipulated in the loan agreement.
- 6) Should an object on loan be offered for donation, it must undergo the formal process of accessioning.
- 7) If the owner fails to take possession of an object upon termination of the in-coming loan agreement, the disposition of the object shall be governed by the (Michigan Revised Statutes, Chapter 3.1, Unclaimed Property in Museums: §44-352 Acquiring title to loaned property §44-355 Museum obligation to the lender §44-356 Lender obligation to the museum).

C) OUTGOING LOANS

- 1) The intended use of the object, the object's condition and the borrower's ability to ensure the proper care, physical stability, and security of the object are to be considered when evaluating an outgoing loan request. Objects which are extremely rare or fragile or need extensive conservation may not be considered available for loan.
- 2) The borrower must be a bona fide scientific, historical or educational institution. In some cases, loans may be granted to other institutions when the good of the heritage center and the edification of the general public will be served.
- 3) The borrower must reimburse the museum for any loss or damage incurred to the loaned object(s)
- 4) No alterations, embellishments, modifications, dismantling, or conservation treatment of loaned objects will be undertaken without the written consent of the Board.
- 5) Use of photographs of loaned objects in educational publications or reports is permissible as long as credit is given to the Boyne Heritage Center. All other use of images of loaned objects must adhere to the Image Use section of this policy.
- 6) Objects which cannot be properly preserved or documented on City-approved storage locations may be taken off-site using this Outgoing Loans section as a guideline for policy and procedure, with the exception of Section 4. Any and all intended conservation treatment must be clearly expressed in the Outgoing Loan Contract.

CI) IMAGE USE

A) REQUESTS TO ACCESS AND USE COLLECTION IMAGES

In order to fulfill its mission of promoting Boyne Area history, the BHC will accept requests for image use of objects in its collections.

- 1) All requests must include the name, address and phone number of the requestor as well as the intended use of the reproduction.
- 2) If requesting to reproduce an image for publication, the title of the publication, the publisher, and the expected date of publication must be included.
- 3) If requesting for commercial use of an image, the name of the requestor, any aliases, company/institution name and a full description of the reproduction must be included.
- 4) Once the request has been approved by the Collections Committee or staff, the requestor must complete and sign the Agreement For Use of Photographs and Digital Images.
- 5) The Agreement is valid only for the individual, company or institution to whom it is specifically issued and may not be transferred, assigned or sold.
- 6) The publisher is to provide the BHC with one complete, gratis copy of the publication in which the image is reproduced as per the Agreement.
- 7) Full documentation credit, COURTESY OF BOYNE HERTIGE CENTER/CITY OF BOYNE CITY, must appear on the object/image or in immediate proximity to the object/image.
- 8) If so requested, a proof must be approved by the BHC before permission to reproduce is granted.
- 9) No permission will be granted to requests for use of images that conflict with the mission of the BHC or damage the integrity of the BHC or City.

B) COPYRIGHT CONSIDERATION

The BHC may grant permission to use images in the Collection on behalf of the City for which the City may or may not hold copyright as described in this policy and the Agreement for Use of Photographs and Digital Images.

The City's collection includes some images and recordings for which it does not hold copyright. If the City doesn't hold copyright for the requested images, it is the requestors responsibility to determine the copyright status of the material. The BHC will provide any available information about origin and copyright, but we are not required to pursue copyright research or to acquire copyright permission on your behalf.

The requesting party is solely responsible for ensuring that all appropriate copyright permissions are granted before publication. The BHC cannot provide legal advice regarding fair use or copyright. The BHC will only release copies for private use and research with the user's acknowledgement of these responsibilities.

VII) STATEMENTS OF STANDARDS OF CONDUCT AND ETHICS

A) HISTORICAL ARTIFACT COLLECTIONS

The ethical duty of the BHC is to hold its collections in public trust. In fulfilling its duties toward the collections, the BHC Board of Directors, staff and anyone associated with the BHC should act in accordance with current museum standards and practices in the acquisition, research, preservation, interpretation and deaccessioning of objects in the collections.

B) APPRAISALS

No member of the heritage center staff shall offer appraisals of the monetary value of objects to depositors or members of the public. Depositors must obtain an independent appraisal at their expense. Staff may assist depositors in locating qualified appraisers. Such assistance does not imply that the Boyne Heritage Center endorses these appraisers or any appraisals that they may provide. When recommending outside appraisal services, staff should provide more than one appraiser whenever possible in order to avoid any appearance of favoritism.

C) AVAILABILITY

The BHC will seek to provide the public with reasonable access to the collections on a nondiscriminatory basis at the discretion of the Collections Committee and staff. The BHC will provide research access to the physical Collections, and publish a digital exhibit to the public. However, public access must be weighed against the safeguarding and preservation of the collections. Researchers, scholars and members of the public may be granted supervised access to objects in the collections. All access to the Collections will be documented, except for objects on display to the public.

D) TRUTH IN PRESENTATION

The public trust of the Boyne Heritage Center is built on the belief that the BHC strives to maintain the highest degree of authenticity, integrity, objectivity, truth and transparency in all of its public activities. It is incumbent upon the BHC staff to present to the public the most accurate, current information possible about the objects in the Collections. Object documentation and publicly disseminated information must be revised as promptly as possible when new facts come to light.

E) PLURALISM

The BHC's collections should reflect the ethnic and cultural diversity of the Boyne region. Care must be taken so that the collecting practices of the museum do not reflect the perpetuation of myths or stereotypes. Cultural sensitivity should be maintained with regard to the beliefs and practices associated with particular objects.

F) PERSONAL COLLECTING

Personal collecting should not compete with the acquisition of objects for the collections of the BHC. Personal collecting is subject to the following guidelines for BHC staff and Board members:

- 1) Staff and board members shall not become involved in transactions that give rise to a conflict of interest.
- 2) When presented with an opportunity to acquire an object, staff and board members will use ethics and sound judgements on behalf of the BHC and its interpretive framework.
- 3) Objects should not be purchased from, sold to or traded with the BHC.
- 4) These guidelines do not apply to objects acquired prior to the date when a staff or board member became affiliated with the BHC.

VIII) GLOSSARY OF TERMS

Accession: the formal process used to accept and record an object as part of the permanent collections. The object may be donated, purchased, exchanged, or acquired by any other transaction whereby it formally becomes the legal property of the City of Boyne City, managed by the Boyne Heritage Center.

Appraisal: the assignment of a monetary value to an object by a qualified appraiser.

Conservation: scientific examination and treatment of museum objects and the study of the effects of the environment in which they are placed.

Deaccession: To remove an object from a museum's permanent collection.

Depositor: an individual who has deposited objects with the BHC to consider for donation or purchase.

Disposal: the process of physically divesting the City of an object in its possession in accordance with the Collections Policy.

Incoming Loan: the temporary transfer of collection objects from another museum, institution or individual to the Museum for stated museum purposes. The transfer does not involve a change of ownership.

Object: a tangible item, or artifact which is assigned an Object ID in the Collection cataloging system.

Official Records: the original records transferring ownership of objects to the City.

Preservation: action taken to retard or prevent deterioration of or damage to objects by control of their environment and/or treatment of their structure in order to maintain them as nearly as possible in an unchanging state.

Provenance: the chronology of the ownership, custody or location of a historical object. Provisional Deposit: any object deposited with the museum for consideration as a potential donation or purchase for the Museum's purposes.

Resource Management Records: documentary products of archaeological surveys and/or excavations that accompany the archaeological collections; documents pertaining to historic preservation activities.

IX) EXHIBITS

- A) DEED OF GIFT**
- B) INCOMING LOAN AGREEMENT**
- C) OUTGOING LOAN AGREEMENT**
- D) TEMPORARY CUSTODY AGREEMENT**
- E) AGREEMENT FOR USE OF PHOTOGRAPHS AND DIGITAL IMAGES**

Michael Cain

From: Kecia Freed <kecia@twin-valley.net>
Sent: Thursday, June 18, 2020 2:14 PM
To: Asuka Barden; Sue Barenholtz; Michael Cain; Ingrid Day; Gow Litzenburger; Patrick McCleary; Heather Nalbock
Subject: Memo and final draft of BHC Collections Policy
Attachments: MemoCityCommission061820.pdf; BoyneHeritageCenterCollectionsPolicy.pdf

Hi Mike, will this suffice for the memo and info needed for the City Commission meeting? Let me know if it needs changes.

Thanks!
Kecia

--
K E C I A F R E E D design
8198 Horton Bay Rd
Petoskey, MI 49770
(231) 622-2492
kecia@twin-valley.net

www.KeciaFreedDesign.com

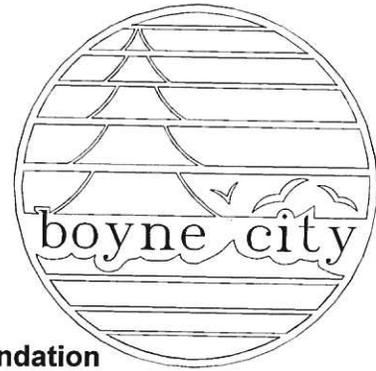
CITY OF BOYNE CITY

To: Michael Cain, City Manager *Me*

From: Tim Faas, Director of Public Works

Date: June 18, 2020

Subject: **Shoreline Erosion Control Strategies Recommendation**

**BACKGROUND:**

At the May 26, 2020 meeting, the City Commission awarded contracts to C2AE and Armstrong Environmental to develop plans, specifications, permits, bids and construction engineering for the emergency shoreline repairs at the following locations:

1. John Street road end park
2. Veterans Park (peninsula area and the Marina)
3. Lakeshore Drive (4 locations between Marshall Road and the City Limits)

Since that time, the field topographical survey work has been completed and a few meetings have been held by the design team to review the recommended alternatives. Attached to this memo is a brief set of mock-up drawings that depict the strategies being proposed by the design team. If the City Commission is satisfied with the recommended strategies, then the design team will move forward with submitting permits, preparing bid documents and in the case of Lakeshore Drive engaging the residents whose properties are affected.

The 2020/2021 Parks & Recreation capital budget includes \$100,000 for shoreline erosion repairs on city-owned properties. I would recommend the City offer to cover the professional services and permit costs for the repairs on Lakeshore Drive, since those are private properties, and further require the property owners to cover the construction costs through one, or more, agreements.

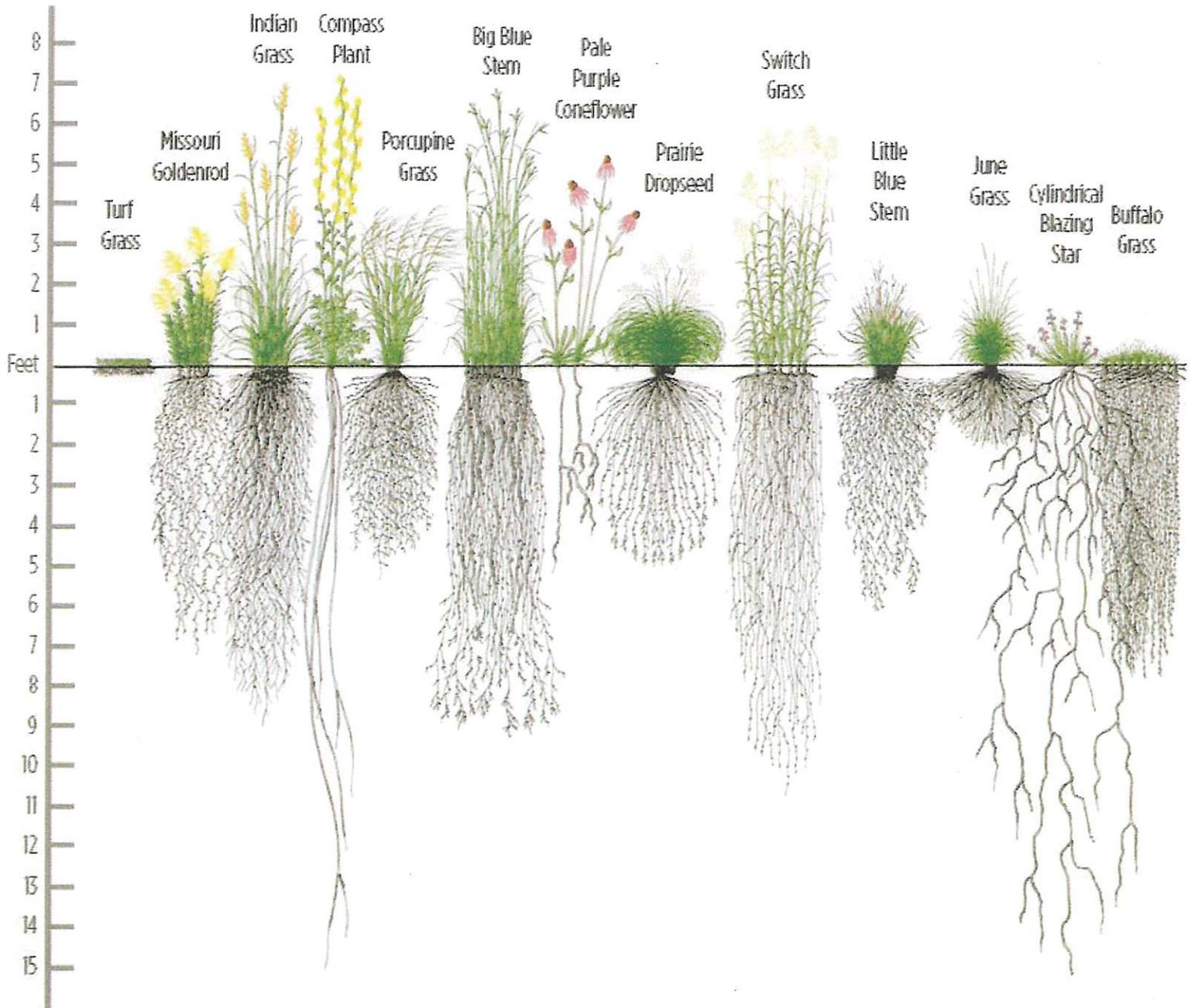
RECOMMENDATION:

It is my recommendation that the City Commission approve the recommended erosion control strategies as presented and authorize the design team to proceed with submitting permits, preparing bid documents and in the case of Lakeshore Drive engaging the residents whose properties are affected.

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

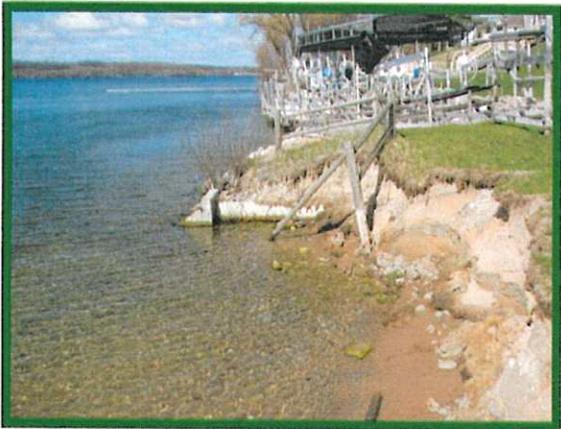
Encl: Shoreline Erosion Mock Ups
Root Structure Cross Section Drawing



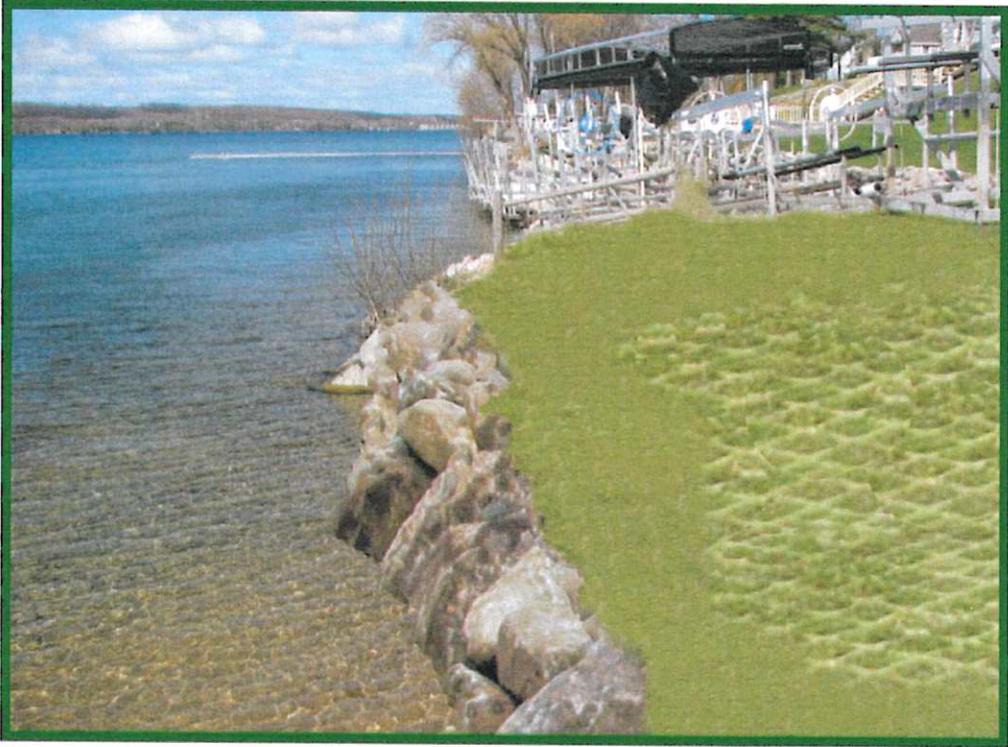


JOHN STREET PAGE 1 OF 2





JOHN STREET
PAGE 2 OF 2

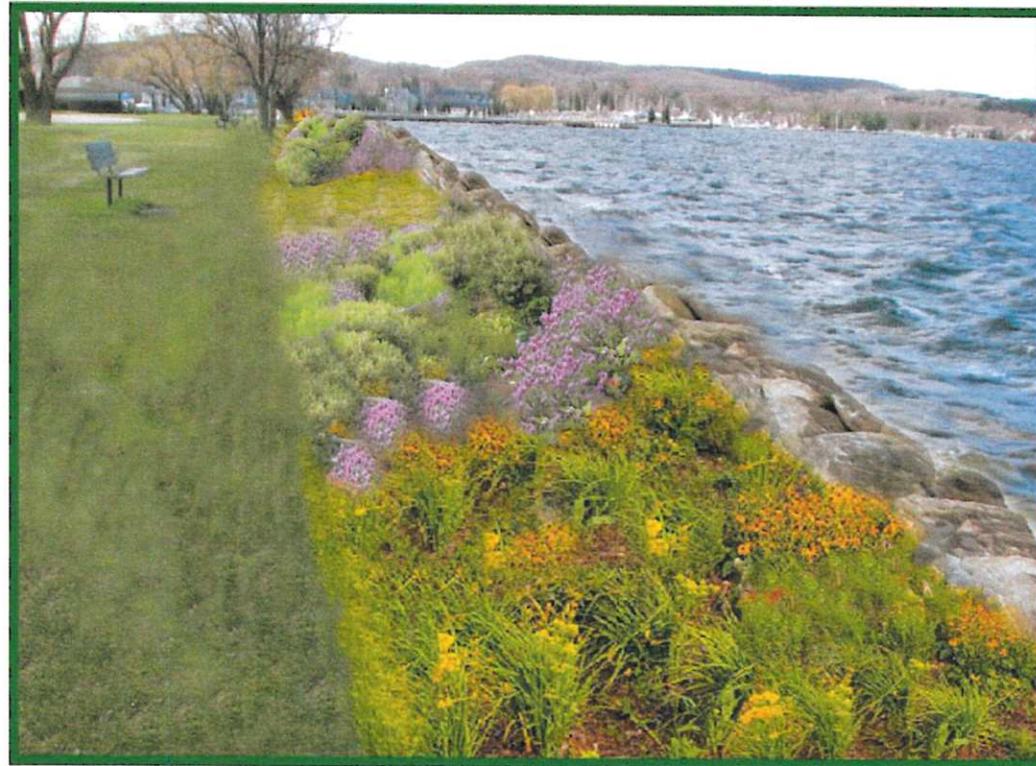


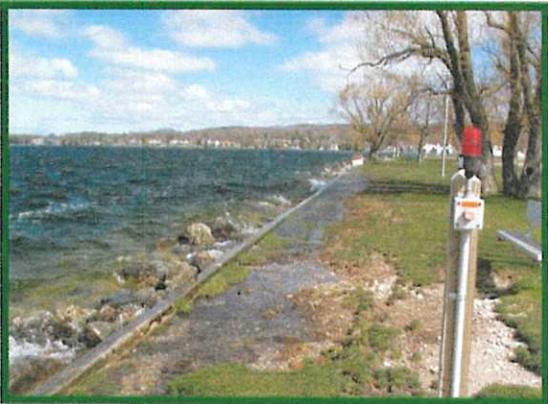
Please note these pictures are not the final product suggestions, altered photos are for example possibilities and not product and/or plant recommendations



VETERANS PARK

PAGE 1 OF 2





VETERANS PARK

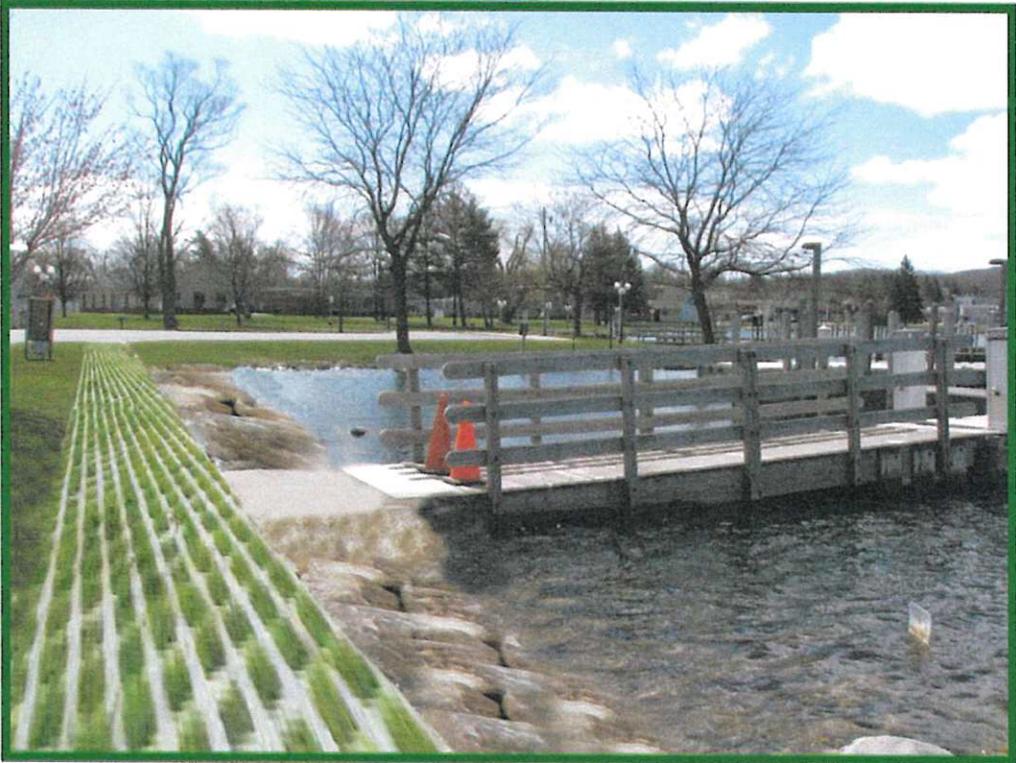
PAGE 2 OF 2



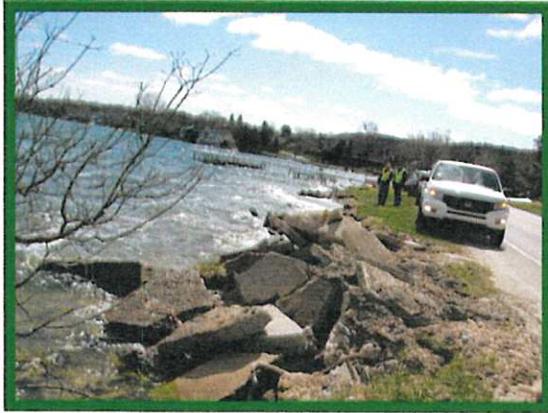
Please note these pictures are not the final product suggestions, altered photos are for example possibilities and not product and/or plant recommendations



MARINA
PAGE 1 OF 1

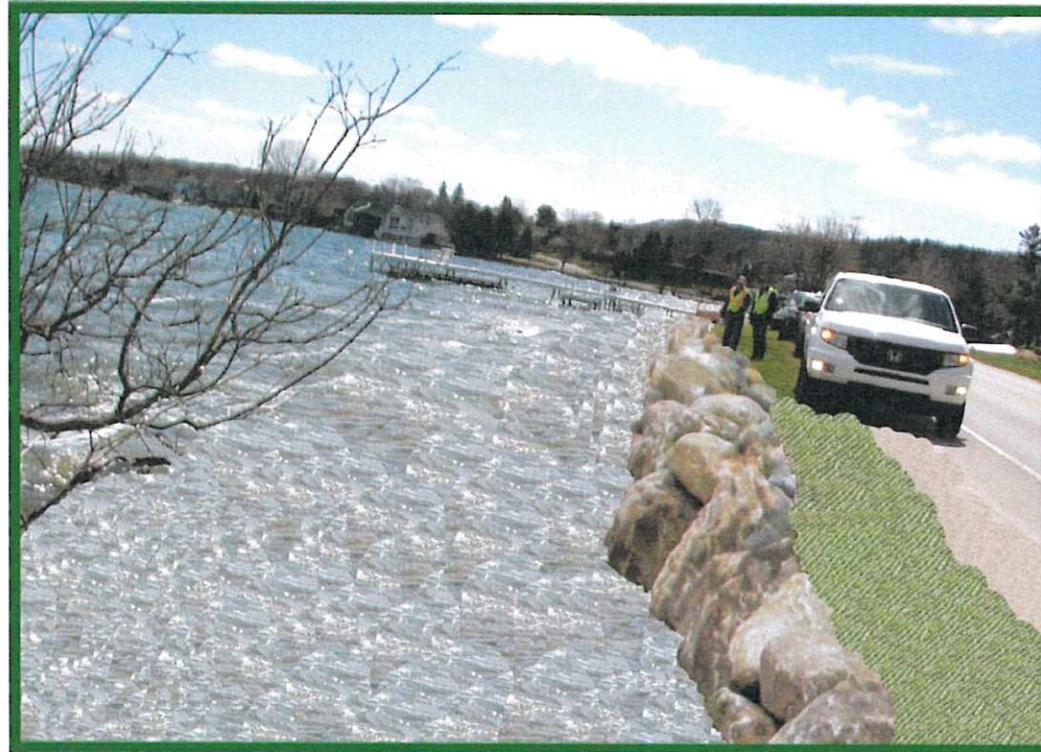


Please note these pictures are not the final product suggestions, altered photos are for example possibilities and not product and/or plant recommendations



LAKE SHORE DRIVE

PAGE 1 OF 1



Please note these pictures are not the final product suggestions, altered photos are for example possibilities and not product and/or plant recommendations

CITY OF BOYNE CITY

To: Michael Cain, City Manager 

From: Tim Faas, Director of Public Works

Date: June 19, 2020

Subject: **Old Horton Bay Road Property
Boyne Forest Trail Parking Lot & Trailhead Project**

**BACKGROUND:**

At the May 26, 2020 meeting, the City Commission authorized the City Manager to sign the parks millage agreements with Charlevoix County for the two (2) \$10,000 appropriations for the Boyne Forest Trail System. At the time, based on the budget for the project, the City of Boyne City would have been left with a \$25,173 gap in funding. Those agreements were delivered to the Charlevoix County Administrator on May 28, 2020 prior to the deadline.

The Top of Michigan Mountain Bike Association (TOMMBA) fund raising committee has met since then and is proposing to raise \$15,000 (about 60%) to help bridge the gap. This would significantly reduce the City contribution, outside of our in-kind services, down to \$10,173 which is more manageable given the budget concerns of the City. The difference would be funded from the Parks Capital Outlay Account #101-751-970.000.

As such, I would recommend we proceed with construction as soon as possible.

Recently I met with the State of Michigan Department of Environment, Great Lakes and Energy (EGLE) to discuss the project and the City has submitted a request to the EGLE for approval to proceed. The meeting was favorable and I hope to receive an approval in the subsequent weeks should the City Commission approve moving forward.

RECOMMENDATION:

It is my recommendation that the City Commission authorize the City Manager to proceed with the construction of the Boyne Forest Trail parking lot and trailhead project.

Encl: Email from Steve Schnell - TOMMBA (dated 6/4/2020)
Revised Project Accounting Summary
Drawings

Tim Faas

From: Steve Schnell <steveschnell13@gmail.com>
Sent: Thursday, June 4, 2020 12:22 PM
To: Michael Cain; Tim Faas
Subject: TOMMBA contribution to trailhead & connector trail

Mike and Tim,

I mentioned that TOMMBA is offering to contribute \$15,000 to the remaining \$25,000 needed for the trailhead and connector trail projects? Will there be a special meeting of the council to consider this and decide whether to proceed?

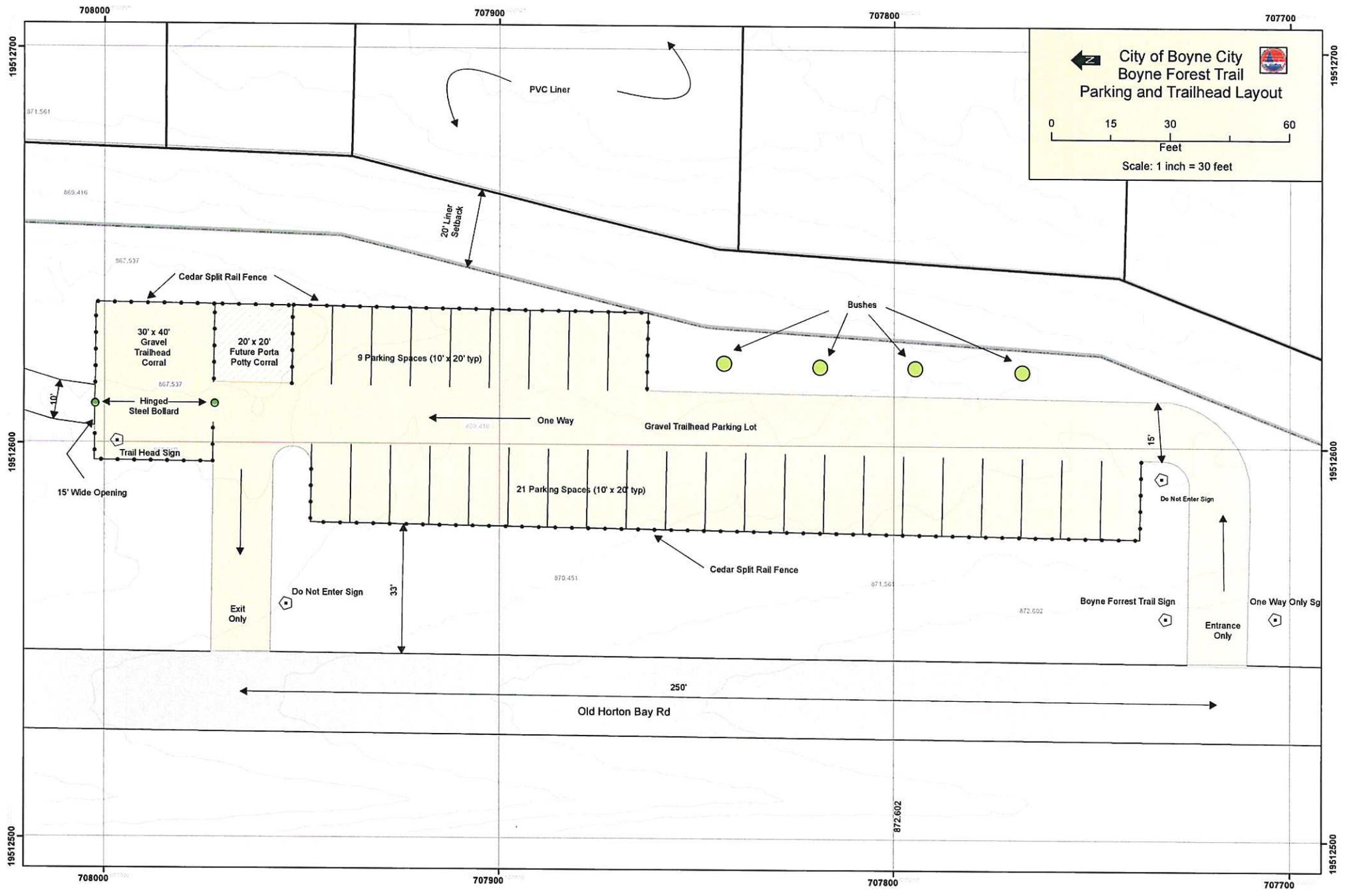
Do you need anything from TOMMBA at this point?

I know you have to commit city crews to do this and need enough time to complete it before the deadline.

Thanks,
Steve

Steve Schnell
231-330-7070

Project Accounting Summary	As-Requested	As-Approved	
Total Materials & Equipment - Part A =	\$28,821.07	\$28,821.07	
Total Materials & Equipment - Part B =	\$15,699.83	\$15,699.83	
In-kind Labor & Equipment (City Forces) =	\$13,500.00	\$13,500.00	
Total Project Cost =	\$58,020.90	\$58,020.90	
less County Parks Millage Amount	-\$45,173.90	-\$20,000.00	
less TOMMBA donation	\$0.00	-\$15,000.00	
Net Cost to the City	\$12,847.00	\$23,020.90	\$10,173.90





**Boyne Forest Trail
Parking Area and Trail Head Plan**



 Well
 Well
 Fence
 Line Limits
 20 ft Linear Setback
 Parcel Line
 Access Trail 600 ft

0 25 50 100
 Feet
 Scale: 1 inch = 50 feet

Old Horton Bay



City of Boyne City

Founded 1856

319 N. Lake Street

Boyne City, Michigan 49712
www.cityofboynecity.com

Phone 231-582-6597
Fax 231-582-6506

June 15, 2020

Melissa Kendzierski
Environmental Quality Analyst
Remediation & Development Division
Michigan Department of Environment, Great Lakes and Energy
Gaylord District Office
2100 W M-32
Gaylord, MI 49735

RE: City of Boyne City – Landfill Site (Old Horton Bay Road)

Dear Melissa:

I am writing as a follow-up to our June 2, 2020 meeting on-site at the City of Boyne City closed landfill site located in Evangeline Township. The City of Boyne City and Evangeline Township support the construction of a multi-use trail system on numerous adjacent properties owned by the Walloon Lake Area Conservancy, Boyne City Public Schools, Michigan Department of Natural Resources and the City of Boyne City (see attached news article from November 2018). This proposed multi-use trail network has recently been renamed the Boyne Forest Trail System and is under development by a local non-profit mountain bike group called TOMMBA in concert with the various property owners. The 80 acres owned by the City of Boyne City for development of this trail system is immediately east of the former landfill site on Old Horton Bay Road.

In order to support access to the Boyne Forest Trail System, a trailhead parking lot and pathway is proposed to be constructed by the City on our former landfill site property. Attached is a sketch depicting the proposed amenities to the site which also would improve our long-term due care obligations for the closed sanitary landfill facility by providing better access for our maintenance staff. When designing the improvements we realized that the 1989 Restrictive Covenant over most of the property limits the type of work required to build the trailhead parking lot and pathway amenities for a period of 50 years (effectively until 2039) unless written authorization is obtained. The City of Boyne City would like permission to construct the amenities this summer, which we understand would require approval by a representative of EGLE.

Attached are a few drawings of the site for your reference as well as a specification listing more details on the proposed amenities to be constructed by the City of Boyne City Public Works Department staff under my direction.

The City of Boyne City takes its due care obligations seriously and wishes to turn a small portion of this mostly unusable site into an asset for the region. We have successfully applied for, and received some funding from Charlevoix County Parks to construct this project in 2020.

I look forward to your favorable consideration of our request.

Sincerely,



Tim Faas
Director of Public Works
231/582.0375
maintenance@boynecity.com

Encl: Nov 2018 News Article
Restrictive Covenant (Aug 24, 1989)
Drawings
Specifications
Site Photos

CC: Michael Cain, City Manager
James Howell, Township Supervisor – Evangeline Township



Boyne City Firefighters Association

319 N. Lake Street
Boyne City, MI 49712
231-582-3642
boynefire@boynecity.com

June 17, 2020

Commissioners:

The Boyne City Firefighters Association is a not-for-profit 501(c)3 corporation recognized by the IRS and Michigan Department of Treasury. Its purpose is to support the Boyne City Fire Department primarily through fundraising efforts which subsidize equipment purchases, training and other necessary department activities without using tax payer funds. Over the years, the BCFA has purchased a grass fire truck, further outfitted fire apparatuses, obtained various rescue equipment, and supported training activities. Most recently, donated and fundraiser funds were used to purchase a rescue UTV, snowmobiles and trailers.

As a local civic organization, in order to hold legal raffle fundraiser in the State of Michigan, we need to have a resolution passed by the city commission which recognizes BCFA as a nonprofit organization in the community (see attached resolution form).

BCFA is grateful for the support the City of Boyne City provides its firefighters. We appreciate your consideration of this resolution and look forward to continue to be a supportive organization for the Boyne City Fire Department and the citizens it serves.

Respectfully,

Dennis Amesbury, President
Boyne City Firefighters Association

OK - MC
6-18-20



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 _____ of _____,
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.
 BSL-CG-1153(R6/09)



Memo

Date: 6/19/2020

To: Michael Cain, City Manager

A handwritten signature in blue ink, appearing to be "MC", is written over the name "Michael Cain".

From: Kevin Spate, Chief of Police

Re: MCT purchase

MCT's (mobile communications terminals) are lap tops that are in the patrol cars. The officers use these for communications with other officers and dispatch. They are also used in receiving calls for service as well as an investigation tool. Our current MCT's were purchased many years ago (over 7 is my best recollection) with emergency management funds. They are Panasonic tough books which are ruggedized lap tops. They have performed extremely well and are still in use.

Unfortunately, as computer technology goes they have become obsolete with the current technology. Our current MCT's have windows 7 which is no longer supported. We have been advised against attempting to upgrade them. Other departments have tried and they do not work well afterwards if at all. They also currently work on our UHF radio system which will be replaced by the 800 MHz system later this year. Once this change happens our current MCT's will be unusable.

Our department will need to replace our current MCT's with up to date laptops with 4G capabilities. The new upgrades will solve the windows 10 and UHF issues. The current Panasonic tough books have proven themselves to be worth the cost. Many years ago we used to purchase inexpensive non-ruggedized lap top computers and would need to replace several of them throughout the year for physical failures. This would cause downtime in the patrol vehicle as well as overall higher cost to keep replacing and installing computers.

I have requested quotes from four different companies and received only two back. Tele-Rad was the lowest cost at \$10,542.00. Rugged Depot was the only other company that provided a quote at a total of \$12,297.00

The breakdown of the equipment to purchase is as follows:

3- GETAC S410 14" laptops @ \$2,250.00

3- 6 in 1 Sharkfin antennas @ \$365.00 each

3- MP70 Routers @ \$899.00 each.

Total: \$10,542.00. We have planned for these items in the 2020/2021 budget under the capital outlay line item.

It is my recommendation that the City Commission authorize the purchase of three new lap tops with the accompanying equipment from Tel-Rad for a cost not to exceed \$10,542.00

Recommendations:

1. Authorize the purchase of three laptops with the accompanying equipment from Tel-Rad for a cost not to exceed \$10,542.00
2. Delay the purchase to a later date.
3. Have staff explore the purchase of non-ruggedized lap tops

Memo



Date: 6/19/2020

To: Michael Cain, City Manager *Mc*

From: Kevin Spate, Chief of Police

Re: 2021 Patrol SUV purchase

The Police Department had projected to replace vehicle #332, our 2013 patrol car, back in the 2018/2019 budget. Due to shortfalls this purchase was pushed back for to the 2019/2020 budget and postponed again. Unit #332 is at 122K miles and has been showing its age.

Patrol cars are usually replaced at 100k miles for safety reasons. At these high miles, patrol cars tend to wear out. Steering and suspension parts become loose which leads to lessened vehicle response and control. Under normal driving conditions this has a minor affect. At times our officers are called upon to drive these vehicles in extreme conditions and depend on having a vehicle that performs at a top level. A physical failure in steering or suspension in city driving would be unfortunate and a nuisance. However, a physical failure during an emergency response could be deadly.

Our last patrol car purchase we switched from sedan to the SUV style patrol vehicle. This vehicle has proven to be an outstanding upgrade from the sedan. The officers have much more room in the driver compartment and have a better view with being in a higher vehicle. Gear storage is another area which the SUV far exceeds the sedan. The SUV has more room for storage and that storage is climate controlled as well. This is very important with all of the electronic equipment our officers carry. Performance between the two vehicles are identical other than the SUV does get through more snow than the sedan.

I have received quotes for a 2021 Ford Explorer Police SUV from Bob Mathers Ford and from Gorno Ford out of Woodhaven MI. Gorno Ford sells police patrol vehicles at the set state bid pricing.

Gorno Ford has a price of \$33,224.00 and Bob Mathers Ford has a price of \$36,273.24 less a rebate of \$2,850.00 for a total of \$33,423.24. Total difference between the two is \$199.24. The quote from Gorno Ford does not include delivery.

We have budgeted for the purchase of a new vehicle and the equipment and up fitting costs in the 2020/2021 budget.

The 2013 patrol car would be a good replacement for the crown Victoria staff car. The 2013 vehicle has useful life left in it but not as an emergency vehicle. The staff would greatly benefit from having another all-wheel drive vehicle as opposed to the rear wheel drive vehicle.

Recommendation

That the City Commission approve the Police Department's purchase of a 2021 Police SUV from Bob Mathers Ford in the amount of \$36,273.24 less a rebate of \$2,850.00 for a total not to exceed \$33,423.24.

Other options

Delay the purchase to another year

Explore other vehicle options

Any other options that the City Commission determine

CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Mark Fowler, W/WW Superintendent
Date: 6/18/20
Subject: Vactor Truck

Discussion

The current Vactor truck is a 2009 and it was purchased used in 2011. Over the last few years it has been in the shop multiple times for repairs.

There are two distributorships in Michigan that I am aware of, Sewer Equipment Co. and Vactor. The one distributor of Sewer Equipment Co (Model 900 ECO) is Fredrickson Supply. They are located in Grand Rapids. The other distributor is Jack Doheny Companies located in Northville who sells Vactor equipment.

Both the 900 ECO and Vactor units have been brought here for inspection and demo.

Both of the vehicles and the options included on each, are fairly similar. The one major difference is in the controls. The Vactor unit is a lot more computerized using touch screens. It has something like 12 different computer systems on it. Some of the equipment can be operated from inside the cab and also with a portable carry around control unit along with controls on the front of the truck. The 900 ECO has the controls on the front of the truck just like our current one along with a smaller hand held controller. Some of the other differences are the tanks, on the 900 ECO they are a polymer and the ones on Vactor are aluminum. The hose for the suction portion is different. The hose on the Vactor is all rubber and retractable, whereas the 900 ECO uses the aluminum sections which are stronger and more durable. The 900 ECO is also a lot quieter when in operation.

The operators here checked out both vehicles and operated the controls and they like the ease and simplicity of operation of the 900 ECO. I spoke to other communities that have switched to the 900 ECO from their Vactor trucks and they are very pleased with the operation of the ECO 900 and the service they have received from Fredrickson Supply.

They both have a one year warranty. The word I got from people I spoke to about the 900 ECO was that Fredrickson stood by their word and sent a mechanic to look at it right away if they had an issue. We have had issues with trying to get service from Doheny when we needed something. I realize our Vactor wasn't under warranty but trying to coordinate with them was tough.

The price of the 900 ECO is \$422,883.45 from Fredrickson Supply. The price of the Vactor unit is \$436,192.19 from Doheny Inc.

Doheny's also gave us a price if they took our old Vactor truck in trade of \$411,192.19. They were allowing \$25,000. I think we would be able to get more than that by selling it ourselves. They did not really want to take a trade-in. Fredrickson did not give us a price for a trade in option.

Financial

This purchase was discussed during the budgeting process and is in this year's budget. We had budgeted \$450,000 for the purchase.

Recommendation

I recommend that the commission accept the quote from Fredrickson supply and authorize the City Manager to sign the Purchase Order.

Options:

- 1) Deny the request
- 2) Postpone for further consideration
- 3) Other options as determined by the City Commission





CITY OF BOYNE CITY

To: Michael Cain, City Manager 
From: Mark Fowler, W/WW Superintendent
Date: 6/17/20
Subject: 1910 Building Boiler

Discussion

At the end of March the boiler that provides heat to the 1910 building failed. We called in D&W Mechanical to repair it. After looking at it they recommended that it be replaced. Due to the stay at home order we could not get any quotes at that time so we ran an electric heater on the few nights it got cold. At the end of May we were able to get a couple of quotes for the replacement.

We got a quote from D&W Mechanical in the amount of \$7,979.00 and from Ballard's Plumbing and Heating \$6,935.00.

Financial

There is money in the repairs budget for this.

Recommendation

I recommend that the commission accept the quote from Ballard's Plumbing and Heating for \$6,935.00 and authorize the City Manager to sign the Purchase Order.

Options:

- 1) Deny the request
- 2) Postpone for further consideration
- 3) Other options as determined by the City Commission

CITY OF BOYNE CITY



To: Michael Cain, City Manager *Me*
 From: Tim Faas, Director of Public Works
 Date: June 18, 2020
 Subject: **Veterans Pavilion Expansion Project
 Fire Suppression System Alarm Monitoring Recommendation**

BACKGROUND:

On June 10, 2020 the Charlevoix County building department informed our general contractor (R. Kroondyk Construction) that the newly constructed fire suppression system in the pavilion will require 24/7/365 alarm monitoring. This cost was not anticipated in the contractor's original bid proposal to the City of Boyne City.

Our contractor solicited two prices, on our behalf, to have the equipment installed and the monitoring services performed thereafter prior to the June 17, 2020 completion date. The quotes are summarized below:

<u>Contractor Name</u>	<u>Installation Cost</u>	<u>Monitoring Cost</u>
Engineered Protection Systems	\$3,250.00	\$70.00/month
Habitec Security	\$4,918.43	\$65.00/month

Unfortunately the lower priced contractor was not available to install the equipment until mid-July which is well past the completion deadline. Habitec Security already monitors all of the other main city facilities, so adding another contractor for that service would also not be ideal. In order to meet the scheduled completion date, the proposal from Habitec Security was accepted.

The installation cost for the equipment will be charged to the Parks & Recreation Capital Budget Account #101-751-970.000 and monitoring will be charged to Parks & Recreation Maintenance Account #101-751-730.000.

RECOMMENDATION:

It is my recommendation that the City Commission approve the contract with Habitec Security of Charlevoix, Michigan for the installation and monitoring of the fire suppression alarm system for the Veterans Pavilion.

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: EPS Proposal
 Habitec Security Proposal



1520 Bridge Street
Charlevoix, MI 49720
231-582-5660 FAX: 231-582-3677

PROPOSAL

By: David Amato

Date: June 11, 2020
Sheet No: One-of-One

Proposal Submitted To:
The City of Boyne City
Attn: Mike
319 N Lake St
Boyne City, MI 49712

Work To Be Performed At:
Pavilion
319 N Lake St
Boyne City, MI 49712

We hereby propose to furnish the materials and perform the labor necessary for the completion of the sprinkler fire monitoring system for the PIV and 5- valves (installed by others).

- 1-- DMP Fire Alarm Control Panel
 - 1-- DMP Power Supply
 - 1-- DMP Cellular Communicator
 - 1-- Weather Proof Horn/Strobe
 - 1-- Smoke Detector (Mech Room)
 - 1 -- Pull Station (Mech Room)
 - 1-- Fire Permit
- Wire, conduit and connectors as needed

ABOVE BASIC SYSTEM, INSTALLED: \$ 4,918.43
plus \$65.00 Monthly Monitoring

Optional: Monthly Maintenance Contract \$ 35.39

Note : Customer to Supply, AC 115vac power (separate hard wired)

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of (\$ 4,918.43) Dollars, with payment to be made as follows:

Deposit: \$ one third

Balance: Due: Upon completion

Respectfully Submitted by **HABITEC SECURITY, INC.** Per David Amato

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above works to be taken out by HABITEC SECURITY, INC.

UPON APPROVAL OF THIS PROPOSAL, A SIGNED PURCHASE AGREEMENT
MUST BE EXECUTED BY CUSTOMER



ENGINEERED PROTECTION SYSTEMS, INC.

750 FRONT AVE NW . SUITE 300 . GRAND RAPIDS, MI 49504-4470
(616) 459-0281 . Toll Free (800) 966-9199 . Fax (616) 459-0553

June 10, 2020

Veterans Park Pavilion
206 N Lake St.
Boyer City, MI 49712

RE: FIRE SYSTEM MONITORING

Dear Bob Kroondyk,

Thank you for your time and courtesy in allowing EPS to evaluate security and life safety needs for your business. Please carefully review the enclosed proposal. We know that choosing a security partner is a big decision; we hope to provide you a solution to exceed your expectations.

EPS is the leading protector of people and property throughout the area. We believe that our greatest strength is our local ownership and our highly trained staff. The people serving you are members of your community, so when you call for help, you are calling on a neighbor.

A security and life safety system is only as good as the monitoring capabilities provided at the other end, and EPS offers the industry's best. Our Central Station is the areas only state-licensed, Underwriters' Laboratory (UL) and FM-approved - listed facility. The computerized, digital, state-of-the-art center is the heart and soul of our network of services, offering responses that are six times faster than the analog technology still commonly used by other security companies. EPS offers operator-to-customer ratio that is among the best in the industry. Each operator has been certified by the Central Station Alarm Association (CSAA) to the degree that our facility has been awarded the Five Diamond Certification from CSAA. So in the event of a crisis, EPS is prepared like no other to dispatch fire, police, or emergency vehicles.

In addition to monitoring and dispatching, EPS staff is available 24 hours a day, 365 days a year. We employ more service personnel than any area's security company and deploy the area's largest fleet of trucks daily.

When you partner with EPS, you are choosing a technical staff that is proficient with Burglary, Fire Alarm & Life Safety, Access Control, Video Surveillance and Integrated Systems.

Thank you for the opportunity to propose an EPS solution. EPS is an excellent choice to partner with. We're preferred by your neighbors and colleagues, and we'd like to become your choice as well. Should you have any questions, please feel free to give me a call.

Sincerely,

Ben Sandtveit

Ben Sandtveit
Security Consultant
Engineered Protection Systems, Inc.
www.epssecurity.com

June 10, 2020

Veterans Park Pavilion
206 N Lake St.
Boyne City, MI 49712

RE: INSTALLATION & MONITORING SERVICES

The proposed Digital Alarm System will utilize the control equipment providing convenient arm/disarm operation. For ease of system set-up and identifying the cause of an alarm, your arming station will sound and identify the area of concern. The system will send alarm, trouble and restoral information to our 24-hour Central Station facility in Grand Rapids, Michigan.

- 1 Honeywell Vista-128FBP Fire/Burg Control panel
- 1 Honeywell Vista Keypad Alpha Com. Red for Rev.9
- 1 Verizon Commercial LTE/Internet Fire-Rated Communicator
- 1 2-Wire Smoke Detector with Thermal
- 1 Point of Connect to Butterfly Tamper Switch
- 1 Point of Connect--Low Air Dry Riser
- 1 Point of Connect to Dry Riser Flow
- 2 Point of Connect to OSY Tamper Switch
- 1 Honeywell Manual Fire Pull Station
- 1 System Sensor Weatherproof Red Horn/Strobe
- 1 Interior Surface Mount Siren
- 2 12v 12a Battery
- 1 Permit Fees

Total Purchase Price \$ 3,250.00+ Tax

Monthly Monitoring \$ 70.00

MONITORING INCLUDES 24/7 SIGNAL TO OUR MONITORING CENTER VIA CELLULAR AND INTERNET COMMUNICATION WITH DAILY TEST AND AN ANNUAL TEST & INSPECTION

CUSTOMER TO PROVIDE NETWORK DROP AT THE PANEL LOCATION FOR INTERNET MONITORING

POWER TO THE PANEL PROVIDED BY AN ELECTRICIAN EPS WILL COVER THE COST

OPTIONS:

1) MONITORED LOW TEMPERATURE SENSOR.....\$195.00

1) MONITORED WATER DETECTOR.....\$165.00

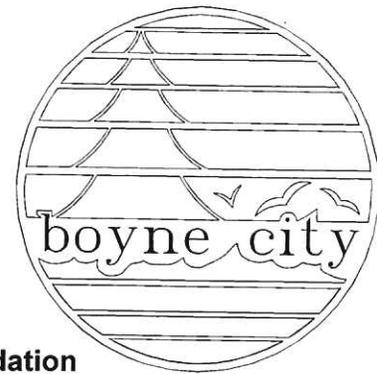
The installation charges in this proposal include all design, wiring, mounting of control equipment and detection devices, programming, final system testing and user training. You must provide 110 volt, unswitched duplex outlets for power. The detection devices listed herein are based on our best estimate of protection required. Additional protection to meet insurance requirements may be added by you at additional costs. The optional service agreement covers repair and replacement of any and all equipment that fault due to normal causes.

EPS recommends that all systems with fire protection be tested a minimum of once per year. Please speak with your sales consultant for additional information.

Any additional permits and/or fees required by local authorities will be the responsibility of the owner.

CITY OF BOYNE CITY

To: Michael Cain, City Manager *Mc*
From: Tim Faas, Director of Public Works
Date: June 18, 2020
Subject: **Compost Screener Rental Contract Recommendation**



BACKGROUND:

The City of Boyne City accepts leaves & grass at the North Boyne Compost Facility throughout the year to turn into reusable compost offered free to our residents. One the required steps in producing usable finished compost is to screen it in order to remove sticks, rocks, plastic and other coarse material after one to two years. Our North Boyne Compost Facility is nearly full and we need to process the material to meet the State's operating requirements.

The Public Works Streets Foreman has been researching companies that rent screener equipment and found two (2) that service Northern Lower Michigan as noted below:

- a. Vermeer Midwest (Marne) \$6,000/week
- b. Maverick Environmental Equipment (Alma) \$3,500/week

You will recall that we rented a tub grinder from Vermeer Midwest last year for the brush material grinding. The weekly rental costs from the other vendor Maverick Environmental Equipment, located in Alma, was less. The monthly charge is \$10,500. The City would also be responsible to truck the screener equipment from Alma and back.

An opportunity arose last week when Maverick Environmental indicated it had a screener unit in Boyne Falls that was scheduled to return to Alma this week. By renting it early, prior to Commission approval, it saved us several hundred dollars in contracted trucking costs to pick up the screener. An amount of \$40,000 was included in the 2020-2021 Budget for screening compost and brush grinding work at the North Boyne Compost Site.

RECOMMENDATION:

It is my recommendation that the City Commission award a purchase order contract for rental of a compost screener to Maverick Environmental Equipment of Alma, Michigan in an amount not-to-exceed \$10,500. 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: Photo of McCloskey 516 Trommel Screener





City of Boyne City

MEMO

Date: June 19, 2020

To: Mayor Neidhamer and the Boyne City City Commission

From: Michael Cain, City Manager *Mc*

Subject: Future Meeting Format

As the City Commission is aware our last regular in person meeting in the Commission Chambers was on March 17th, a little over three months ago. Since then due to COVID-19 we have held our meetings via Zoom. Most of them have gone pretty well, with one notorious exception.

We are currently authorized to continue conducting remote electronic meetings thru the end of July. That end date for electronic meetings has been extended in the past and could be extended again in the future. While we are authorized to do so we are not required to. As things continue to improve and open up in Michigan I thought it was time to discuss if the Commission was ready to make a change from our current Zoom processes.

I see basically three options. 1) We continue conducting entirely remote meetings using Zoom or some other platform; 2) We go back to only in person meetings and drop the electronic component; or 3) we blend the two.

Option 1) is the safest, from a health perspective. I see that safety again in three aspects: A) for the Commission, staff and public who participate in the meeting; B) the others who use the building (currently primarily Police, Fire, EMS and limited City Hall staff); and the general public by not having a group gathering where things could spread. Option 2) is the easiest for staff since it doesn't require operating a second meeting format but is also the most likely to spread COVID-19, although that risk in this area seems to be currently pretty low.

Option 3) is the most difficult since we would need to in effect run two meetings, a physical one and the electronic one. Option 3) could be run in various fashions, like semi-normal where who wanted to could I) meet in the Commission Chambers, up to its COVID-19 reduced seating capacity, and use our computers so those who wanted to (Commissioners, staff and public) could participate electronically. Another option, II), would be that we could just have the Commission and staff meet in the Commission Chambers and use our computers like we have been lately so the public could participate remotely. For any option using computers in the Commission Chambers where we are all zooming at once we would need to make sure our wireless system could handle it. I'm sure there are other combinations we could consider as well.

While we don't have to make any change at this point I think it is good to have this conversation, learn the preferences of the City Commission and have staff take steps to implement them.

I have no strong preferences at this time. While ultimately I would prefer that we meet in person we are getting our work done well via the current Zoom process and I am in no rush and see no urgent reason that we need to move away from what we are currently doing.

RECOMMENDATION: That the Commission discuss our future meeting format and provide staff direction.

June 2020

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1	2	3	4 8:30am Main Street Board mtg.	5	6
7	8	9 7:00pm City Commission	10	11 5:00pm Parks & Rec	12	13
14 Flag Day (United States)	15 5:00pm Planning Commission 7:00pm Historical Commission	16	17	18	19	20
21 Father's Day (United States)	22	23 12:00pm City Commission	24	25 5:30pm Airport Advisory Board	26	27
28	29	30	Jul 1	2	3	4

July 2020

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 28	29	30	Jul 1	2 8:30am Main Street Board mtg.	3	4 Independence Day (United States)
5	6	7 5:00pm ZBA	8	9 5:00pm Parks & Rec	10	11
12	13 12:00pm EDC/LDFA	14 7:00pm City Commission	15	16	17	18
19	20 5:00pm Planning Commission	21	22	23 5:30pm Airport Advisory Board	24	25
26	27	28 12:00pm City Commission	29	30	31	Aug 1